



## **Child Care Working Group**

April 21, 2020 at 1:00pm  
GoTo Meeting Teleconference

### **MINUTES**

#### **PRESENT:**

Renee Chadwick, Manager, Recreation Services  
Christine Cho, A/HR Business Partner, Human Resources  
Anur Mehdic, Housing/Childcare Planning Analyst  
Lisa Paterson, Community Development Worker, Ministry of Children and Family  
Tazeen Bharucha, Program Supervisor, YMCA Childcare Resource and Referral  
Jody Mischuda, Licensing Officer, Fraser Health Community Care Facilities  
Licensing  
Maryam Naser, Associate Superintendent, School District #40  
Stephanie Erdelyi, Childcare Operator

The meeting was called to order at 1:06pm.

#### Procedural Note

Renee Chadwick submitted the following additions to the agenda:

- a) Process for adding supplies
- b) Portal for the website
- c) False front for the New West Record
- d) Kidsproof Safety

#### **1. Agency Updates**

- a) City of New Westminster

Christine Cho provided an update for the City of New Westminster and noted that internal communication was sent to all staff outlining the child care referral procedure for staff in need of child care. Christine only received one question from a staff member requesting more information on tier classification and how to apply and addressed the question with the staff member directly.

Discussion ensued on how other municipalities have been communicating to their staff regarding child care referrals and it was noted that similar process is being followed.

b) Fraser Health

Jody Mischuda advised that it is business as usual for the Ministry. Routine inspections are being completed and staff members are bringing resources packages to the operators that include posters with proper hand cleaning and sanitization procedures.

c) School District #40

Maryam Naser provided an update for the School District and advised that there are 6 sites now open in the district and these include:

- Queensborough Middle School
- Qayqayt
- F.W. Howie
- Glennbrook
- Lord Tweedsmuir
- Lord Kelvin

There are children at all of the above noted sites for a total of 60 students. Resource packages have been provided to all of the operators at these sites and staff have received training on health and safety procedures. Health and Safety Officers have attended the sites to inspect and troubleshoot any areas of concern. The sites received regular cleaning by maintenance staff.

Maryam explained that initially some staff expressed concern over working during the pandemic but with the increased measures taken to ensure safety, staff express that they are comfortable returning to work.

Ms. Naser also explained that the District is also working with WCAS who is supporting by having staff at five of the above noted sites in the mornings working with Education Assistants, while a teacher joins at 9:00am. Teachers are being innovative with their resources and fields have been opened for outdoor play.

Currently there are a number of families requiring intermittent care. More families have also reached out to add their children to the list needing care

beginning in May. Maryam noted that many families are beginning to look forward to long term solutions for child care as the pandemic continues. Some students with special needs have also been added to the child care centres on a gradual basis. Maryam explained that, at this time, children requiring one to one care have not been able to be accommodated.

Ms. Naser advised the group that New Westminster differs from other communities in that child care is being offered free of charge for essential services workers.

In response to a question from a group member, Maryam explained that care is currently offered until 6:00pm and the age range of the children is between 5 and 12 years old.

d) Ministry of Children and Family Development

Lisa Paterson updated the group with information that the New Westminster office is still open and available to provide resources for child protective services and youth at risk.

e) Childcare Operators

Stephanie Erdelyi provided an update for child care operators. Her facility currently still has once child but noted that more families have contacted her to arrange for child care beginning in May.

Renee Chadwick advised the group that the last deliveries of donated supplies were delivered to 21 operators last week.

f) YMC CCRR

Tazeen Bharucha presented the update for the YMCA and advised that the office has returned to normal working hours this week. She noted that they had been very busy with calls from essential services workers seeking referrals, with many callers looking to make preparations in May and moving forward as the pandemic continues.

Ms. Bharucha also advised that YMCA staff have made many calls to operators to gain more information on what child care providers are offering for care, how many families they are working with and how many have contacted them.

## 2. Plan of Action

### a) Process for Adding Supplies

Discussion ensued on the process of ensuring operators receive the supplies they need for their facilities. Home based care providers are experiencing the most difficulty sourcing supplies due to their working hours; they are unable to get to stores before stock has been depleted. Larger operators typically have supplies delivered directly to their facilities. Operators are noting that some supplies are on backorder and not available for purchase.

#### **Action Item:**

Tazeen Bharucha has information regarding how many care providers are home-based and will provide this information to Renee.

### b) Portal for the Website

Renee, Christine and Anur have been working with the Communications Department on creating a basic framework for the Child Care portal. Other working groups have created portals with resources available on the website and the Child Care portal will be in a similar format, and will include the Child Care Working Group Terms of Reference, action minutes and links to resources.

Group members have been asked to share information with Christine directly for links to resources to be added to the portal.

Anur Mehdic shared with the group that he and Lisa Paterson had put together a resource document that included a drop table of key agency resources that was sent to group members.

Maryam Naser advised that she will connect the District's Communications Team with Anur and Lisa.

#### **Action Item:**

Anur asked members of the group to review the resource document and provide him with information to update the agency contacts. Each group member is to review their section for correctness and advise Anur of any changes before the next meeting on April 28, 2020.

c) False Front for New West Record

Anur advised the group that the New West Record newspaper has initiated a false front promoting the hashtag #NewWestTogether that will feature information to readers in the community. The next false front publication will be May 7, 2020 and Anur requested feedback from the group on including child care resource information. The group agreed that this should proceed. The cut off for submission is April 30, 2020

**Action Item:**

Group members are to provide Anur with feedback on resources to include in the false front by next meeting for discussion.

d) Kidsproof Safety

Renee Chadwick shared with the group that she received a forwarded email from the Mayor's office from Kidsproof Safety which provides online courses and resources to children who are home alone during the day or provide babysitting for younger children. The training and courses include information on tools for safety in the home when home alone. Renee contacted Kidsproof Safety for more information and is awaiting a response.

**Action Item:**

Renee will provide more information to the group for next meeting pending a response from Kidsproof Safety.

**3. Other**

No Items.

The next meeting of the Childcare Working Group will occur on:

Date:	April 28, 2020
Time:	1:00 pm
Location:	Zoom Meeting