

Child Care Advisory Committee Work Plan – 2019

Project/Initiative	Background	Lead/Responsible	Proposed Timeline	Proposed Budget
“Adopt a Councillor/ Trustee 2019” preparation	<ul style="list-style-type: none"> Adopt a Councillor/ Trustee Sub-Committee to reconvene in 2019 to update the child care information binders ready for “Adopt a Councillor/ Trustee 2019-20” and to recruit child care programs as adopters. 	Adopt a Councillor/ Trustee Sub-Committee	2019-20	\$200 to cover binders and printing
Invitation to attend CCAC	<ul style="list-style-type: none"> Standing invitation for Mayor and Chair of Community and Protective Services 	Diane Gordon	Ongoing	\$0
Review of the One List	<ul style="list-style-type: none"> CCAC to meet with City Managers upon request to review the One List (Centralized Wait List), the statistics collected and their use 	CCAC/ CCAC Sub-Committee in conjunction with City Manager	TBD	\$0
Evaluation of Child Care Vacancy Data	<ul style="list-style-type: none"> Review the process of collection of vacancy data for accuracy of stats collected Clarification regarding operational versus licensed capacity 	CCAC in conjunction with City Manager	Fall 2019	\$0
Membership Review within a Terms of Reference Review	<ul style="list-style-type: none"> A review of voting/ non-voting members A review of membership Recruitment Review and Feedback to General Terms of Reference 	CCAC/CCAC Sub-Committee	Fall 2019	\$0

Child Care Advisory Committee Work Plan – 2018 Completion Summary

Project/Initiative	Completion Summary	Lead/Responsible	Completion Date	Budget
Improved Communication to Councillors	<ul style="list-style-type: none"> We are now ensuring that all reports and updates from members are submitted in written rather than verbal format and attached to all Reports of the Childcare Advisory Committee 	All members providing reports to the secretary	Implemented at November 6, 2018 meeting and ongoing	\$0
“Adopt a Councillor/ Trustee 2019” preparation	<ul style="list-style-type: none"> Adopt a Councillor/ Trustee Sub-Committee to reconvene in 2019 due to the election held in the fall of 2018. 	Adopt a Councillor/ Trustee Sub-Committee	2019-2020	\$0
Invitation to CCAC	<ul style="list-style-type: none"> Standing invitation for Mayor and Chair of Community and Protective Services 	Diane Gordon	Ongoing	\$0
Evaluation of available child care spaces	<ul style="list-style-type: none"> Diane Gordon, Chair and Julie Keens, Vice-Chair, met with City managers to discuss the One List. Further meetings for the full group to review the One List (Centralized Wait List), the statistics collected and their use are to be determined 	CCAC/ CCAC Sub-Committee in conjunction with City Manager	TBD	\$0
Be Informed on Community Initiatives and Conversations regarding Special Needs Resourcing	<ul style="list-style-type: none"> Lee-Anne Cross continues to update the committee on Services for Special Need, community initiatives and conversations taking place 	Lee-Anne Cross	Completed and Ongoing	\$0