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EARLY YEARS PARTNERSHIP COMMITTEE

held on 16 August 2018 at 10.00am in Taylors Hill Youth & Community Centre

Present: Nicole Smith, Area Manager, ECMS
Brendan Ball, Manager Families and Early Years, MCC
Proxy, Karen Curson, Acting Coordinator Early Years Partnership, MCC
Helen Dorning, RM Midwife, DjHS
Carolynne Reich, Maternal and Child Health Coordinator, MCC
Proxy, Sarah Dimasi, Senior Child Protection Practitioner, DHHS
Jo Macfarlane, Early Years Support Officer, Foundation House
Kathy Cooney, Coordinator Early Years Programs, Foundation House
Ellen Smith, Family Community Worker, TRY Children's Services
Tabitha Farrugia, Early Years Adviser, TRY Children's Services
Proxy, Sarah Restuccia, Team Leader Literacy Learning and Partnerships, MCC
Penelope Lynne, Manager Residential Services, Tweddle Child and Family Health Services
Bethany Saunders, Principal, Kororoit Creek Primary School
Proxy, Jennifer Weber, Director of Programs, Caroline Chisholm Society
Catherine Lees, Early Childhood Performance and Planning Adviser, DET
Delia Clarke, Community Representative
Sarah O'Kelly, Executive Officer Partnerships and Early Years, BPA Children's Services
Proxy, Genevieve Callander, Manager Paediatric Services, DjHS
Colleen Turner, Western Region Coordinator, VICSEG New Futures
Dev Nedjip, Minute Taker, MCC
Guest Speaker, Liz Hunter, Acting Engagement and Advocacy Manager, MCC

Chairperson: Nicole Smith, Area Manager, ECMS

1. Welcome

N Smith welcomed all attendees and acknowledged the Traditional Owners of the land on which we are gathered and paid respects to their elders both past and present.

2. Apologies

Helen Cooney, CEO, Caroline Chisholm Society
Lara Carli, Councillor, City of Melton
Vida Pranskunas, Director Allied Health, DjHS
Jo Read, DHHS, Team Leader Community Participation
David Wright, Inclusion Hub Manager, Victorian Inclusion Agency

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3. Declaration of interests and/or conflict of interests

Nil

4. Confirmation of minutes of previous meeting**Motion**

B Ball / C Reich

That the Committee adopt the minutes of the Early Years Partnership Committee meeting held on 21 June 2018

5. Business Arising**Action**

K Curson to email committee of vacant positions.

6. General Business**6.1 Foundation House****Jo Macfarlane, Early Years Support Officer, Foundation House****Kathy Cooney, Coordinator Early Years Programs, Foundation House**

Foundation House works to build the capacity of refugees and asylum seekers. Discussion of programs and services Foundation House provide. A pilot project with Hume, utilising Best Start and PDSAs was shared, with developed resources to be available online.

Foundation House would like to support early years services in Melton. J Macfarlane and K Cooney asked the group for advice on how to best setup a project in the Melton region.

6.2 Terms of Reference review**Karen Curson, Acting Coordinator Early Years Partnership, MCC**

The committee was asked to provide feedback on the Terms of Reference of the partnership.

Discussion was held around the number of members required for a quorum and refilling positions after a resignation. The committee discussed organisations making a commitment to the partnership and not individuals, and that another staff member in their organisation could stand-in until the end of their term of membership and then be opened to the sector in the new term or immediately if there was no alternative staff member from that organisation.

Action

Feedback from discussion to be added to the Terms of Reference and to be voted on via email.



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6.3 Advocacy document

Nicole Smith, Area Manager, ECMS

Draft advocacy document (Our Children's Future) shared with the committee. N Smith discussed the background of the document and its purpose.

B Ball mentioned that one theme from the advocacy workshop was removed due to current changes to the information sharing guidelines. Discussed the possibility of developing annual postcards around 'Key Priority Areas'.

K Curson asked the committee questions around the key priority areas and discussions were held around refining these.

6.4 Best Start update

Karen Curson, Acting Coordinator Early Years Partnership, MCC

Best Start family and service survey indicators handout shared with the committee. Discussion held around the questions being asked of families and service providers. K Curson asked for feedback on the questions in the survey.

There have been state-wide changes in the Logic Model timelines to move from financial year to calendar year.

6.5 DET update

Catherine Lees, Early Childhood Performance and Planning Adviser, DET

School readiness funding update provided. This will be ongoing funding and staff have been employed at the Department to support the rollout. A letter of funding allocation will be sent to schools. A menu of programs will be available for services.

Funding will be available in 2019 for an early childhood language program where preschool children will be able to learn another language.

Respectful relationships training available to early child educators in Victorian government funded kindergarten programs in Melton in 2019.

Action

C Lees to share information with K Curson on DET updates to be forwarded to the committee.

6.6 DHHS update

Proxy, Sarah Dimasi, Senior Child Protection Practitioner, DHHS

S Dimasi provided an update on the restructure and current recruitment and was available for questions from the committee.

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7. Other Business

7.1 C Turner discussed the rollout of ParentsNext and the possibility of it being added as a future agenda item.

7.2 Build Melton Hospital Campaign

Guest Speaker, Liz Hunter, Acting Engagement and Advocacy Manager, MCC

Build Melton Hospital Campaign shared with the committee. The committee were asked to share with their organisation if possible.

Action

K Curson to forward hospital campaign website link with the committee.

8. Next Meeting

The next meeting is to be held on Thursday 11 October 2018, Melton Library and Learning Hub.

9. Close of Business

The meeting closed at 12.14pm