

**MINISTRY OF CHILDREN AND FAMILY DEVELOPMENT  
INFORMATION NOTE**

**DATE:** August 2, 2018  
**CLIFF#:** 238751

**DATE OF PREVIOUS NOTE:** March 23, 2018  
**PREVIOUS CLIFF #:** 236320; 236649

**PREPARED FOR:** Honourable Katrine Conroy, Minister of Children and Family Development and Honourable Katrina Chen, Minister of State for Child Care

**ISSUE:** Update regarding the distribution of provincial local planning funding (\$3.0M) and federal Early Learning and Child Care (Can-B.C. ELCC) Agreement space creation funding (\$13.7M) through the Union of BC Municipalities (UBCM)

**BACKGROUND:**

Child Care Planning Grants

Budget 2018 provided \$3.0M in provincial funding in fiscal 2018/19 to deliver grants to communities to develop local community child care plans. In April 2018, a decision was approved to allocate this funding to UBCM through a direct-award contract (see CLIFF 236649) and to work with UBCM to design an application process and eligibility criteria for local governments (municipalities and regional districts).

ELCC Space Creation

The Canada-British Columbia Early Learning and Child Care Agreement (CAN-BC ELCC Agreement) provides a total of \$13.7M in 2018/19 to support the creation of up to 1,370 new licensed infant/toddler child care spaces<sup>1</sup>. Under the terms of the ELCC Agreement, the funding will:

- Provide up to \$1M per project across 14 communities, and be available to non-profit organizations or municipalities, which would be encouraged to locate child care on or near public sector institutions, such as universities, hospitals, school grounds or colleges;
- Be provided on a cost-share basis, leveraging other community funding, while contributing approximately 67 per cent<sup>2</sup> of the capital costs (organizations in receipt of funding would be required to cover the remaining costs);
- Prioritize more vulnerable or underserved communities and aim to achieve a balance across urban and rural and different regions of the province;

- Be provided to selected organizations in instalments tied to milestones, with the final amount provided once the space is operational; and
- Create innovative partnerships to help create needed spaces.

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Local governments in receipt of the ELCC funding will work with community partners to build new child care spaces in publically-owned facilities. This ELCC space creation funding will complement the recently-launched Childcare BC New Spaces Fund (CCNSF).

UBCM will prioritize projects applying for ELCC space creation funding that are consistent with the Can-B.C. ELCC Agreement, which demonstrate the spaces will benefit underserved populations, including Indigenous families and communities, children with extra support needs, lower-income families, younger parents (25 years and under) completing their secondary education, and minority language and cultural groups, including recent immigrants/refugees and francophone families. To encourage the growth of Indigenous-led child care, applications from local governments partnering with Indigenous organizations or nations will also be prioritized. To ensure the new spaces are affordable for families, consistent with the CCNSF, recipients of the UBCM space creation funding will be required to ensure that the operator of the new spaces is approved to opt-in to the Child Care Fee Reduction Initiative prior to receiving the final payment from UBCM.

## **DISCUSSION:**

A process is underway with UBCM to co-create applications, program guides, and resources for the two funding initiatives. The ELCC Space Creation program will build from the CCNSF program guide, with the specific requirement the funding is provided to projects leveraging local government space/assets. For the community planning initiative, a template is being developed that will provide consistent data inventory across all participating local governments – enabling the local government to effectively utilize the data, while at the same time providing more localized data to the Ministry to enable prioritization for future funding. Plans will include an inventory, a needs-assessment, and an action plan that outlines short, medium, and long-term space creation targets.

The Ministry is currently finalizing contracts with UBCM to deliver the \$13.7M ELCC space creation funding and \$3.0M planning funding to eligible local governments. Both programs are anticipated to be announced in September at the 2018 UBCM Convention.

## **NEXT STEPS:**

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- Finalize contracts with UBCM to deliver ELCC space creation funding and provincial planning funding, to eligible local governments through a grant application process.
- Work with UBCM to finalize program materials.

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**MINISTRY OF CHILDREN AND FAMILY DEVELOPMENT  
INFORMATION NOTE**

**DATE:** August 17, 2018

**CLIFF#:** 238786

**PREPARED FOR:** Minister Katrine Conroy, FOR INFORMATION

**ISSUE:** Custom Adoption Community Champion Collaboration Plan

**BACKGROUND:**

The custom adoption project responds to recommendations 48 and 49 from Grand Chief Ed John's report. These recommend the creation of a better way to legally recognize custom adoption, increase access to post adoption assistance and further collaboration with Indigenous communities.

The collaboration phase of the project is guided by an Indigenous Advisory Circle with representatives from First Nations, Métis and Inuit communities, including two Elders and a youth (see Appendix A – *Advisory Circle Members*). The Minister attended the first Advisory Circle on January 18, 2018.

Following several meetings with the Advisory Circle, the collaboration plan was revised. Members advised that the original collaboration plan was not the best approach for engaging with communities on custom adoption. The Advisory Circle stated that Indigenous peoples have already provided significant input on issues related to permanency for Indigenous children and in order to honour previous wisdom, collaboration should start from the position of 'actioning' this work, not asking the same questions they have already answered.

A review of 44 previous reports and 119 recommendations related to custom adoption, in addition to subsequent meetings with the Advisory Circle, confirmed the focus on custom adoption and resulted in a revised collaboration plan (See Appendix B – *Revised Collaboration Plan*).

**DISCUSSION:**

The proposed collaboration plan is a peer to peer community champion model. This model expands the Advisory Circle to include regional community champions. The community champions would utilize their existing networks and gather wisdom to inform a better process for the legal recognition and support for custom adoption. The MCFD Project Circle and the Advisory Circle are working together to recruit Community Champions. The Project Circle will also utilize additional ways to gather information, such as engagement with Delegated Aboriginal Agencies and the Youth Advisory Council.

Anticipated next steps include: summer/fall 2018 - recruiting community champions and development of additional ways to gather information; fall 2018– collaboration; and, winter

A briefing with the First Nations Leadership Council will be requested for fall 2018.

**ATTACHMENTS:**

Appendix A: Advisory Circle Members  
Appendix B: Revised Collaboration Plan  
Appendix C: Custom Adoption Project Timeline

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## Appendix A: Advisory Circle Members

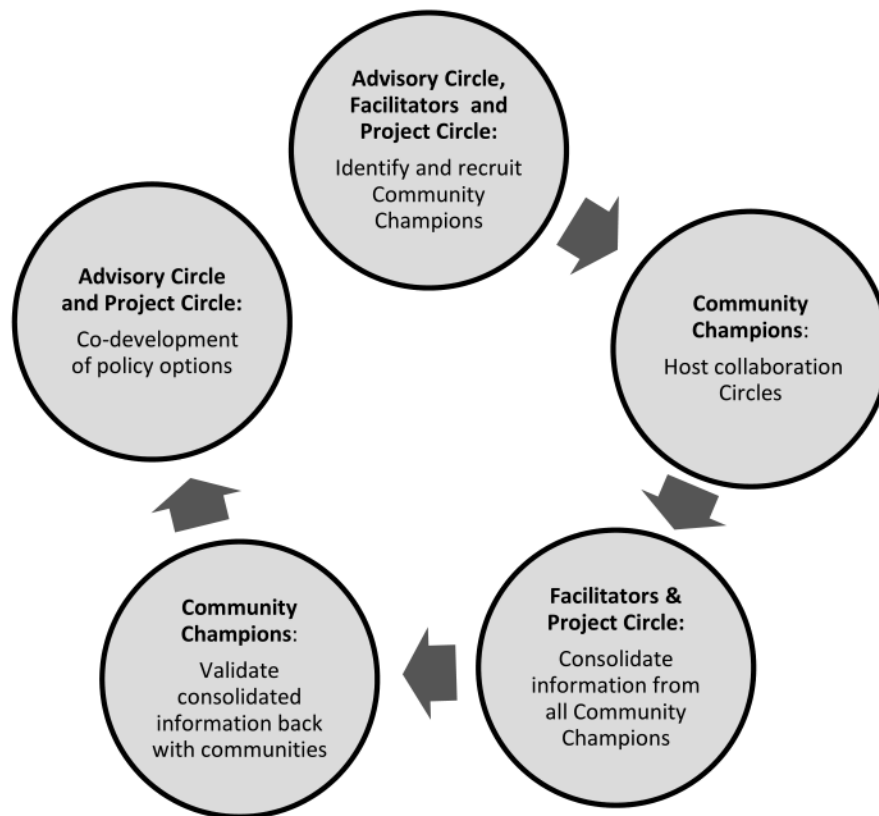
Name	Region	Representing
Dr. Sandrina De Finney	Provincial (located Vancouver Island)	Siem Smun'eem Indigenous Child Well-Being Research Network
Jason Simmonds	Provincial (located Coast Fraser)	Métis Nation British Columbia
Debra Fisher	Interior	Métis Commission for Children and Families of BC
Carole Brown	Coast Fraser	Inuit Community
Addie Price	Vancouver Island	Lalum'utul Smun'eem Child and Family Services
Dr. Sharon McIvor	Provincial (located Interior)	BC Association of Aboriginal Friendship Centres
Olivia Reynolds	Provincial (located Coast Fraser)	Provincial Director of Child Welfare's Youth Advisory Council
Sherri Haldane	Northern	Lax Kw'alaams Grandmother's Group (affiliated with Northwest Inter-nation Family and Community Service Society)
Helen Johnson	Northern	Lax Kw'alaams Grandmother's Group (affiliated with Northwest Inter-nation Family and Community Service Society)
Sadie Lukan	Northern	Métis Elder
Laurie McDonald	Vancouver Island	Elder

## Appendix B: Revised Collaboration Plan

### Information gathering and validation on how best to action recommendations:

- A non-judicial, nation-driven process for legal recognition of custom adoptions which supports Indigenous ways of caring for children; and
- Equitable access to Post-Adoption Assistance.

## Community Champion Process Model



## **Appendix C: Custom Adoption Project Timeline**

### **Summer 2018:**

- Recruit Community Champions
- Development of additional ways to gather information
- Policy work
- Logistics and resources
- Communications plan

### **Fall 2018:**

- Training for Community Champions
- Community collaborations
- Proposed First Nations Leadership Council Briefing
- Project Circle engaging with DAAs and other knowledge sources

### **Winter-Spring 2018/2019:**

- Consolidation and validation of all information gathered during collaboration
- s.12
- Policy development



**MINISTRY OF CHILDREN AND FAMILY DEVELOPMENT  
INFORMATION NOTE**

**DATE:** August 22, 2018

**CLIFF#:** 239260

**PREPARED FOR:** Honourable Katrine Conroy, Minister of Children and Family Development and the Honourable Katrina Chen, Minister of State for Child Care

**ISSUE:** Update regarding the Ministry of Education's planned public consultation on the draft revised Early Learning Framework

**BACKGROUND:**

The Early Learning Framework (the Framework) was first published in 2008 by the Ministry of Education (EDUC), in consultation with key stakeholders and Ministry partners, including Ministry of Children and Family Development (MCFD). The Framework served to broaden the dialogue in the sector regarding quality practice and early learning in British Columbia. Since the publication of the 2008 Framework, there have been significant developments in the social, political, economic, and cultural context of BC.

Under Budget 2018 and under the Quality pillar of the BC Childcare Plan, EDUC has been mandated to review, update and revise the Framework through a collaborative process, including both an Advisory Committee and Working Group comprised of child care and education stakeholders (see membership list attached as Appendix A), as well as representatives from Ministry of Health and MCFD. With the first draft nearing completion, EDUC is planning to publish a "field test" version of the Framework starting in September 2018, and use this version to inform consultations with the broader early years sector. EDUC will be conducting this consultation through the fall 2018 and will share detailed process and timeline information with MCFD staff once available.

Further edits/feedback from MCFD and other Ministry partners on the draft Framework will be incorporated as part of the consultation process.

**DISCUSSION:**

MCFD has been actively engaged and involved on the Advisory Committee which has informed the development of this initial draft Framework. Through the Advisory Committee, MCFD has identified opportunities and areas for further revision/development, which may be informed through the upcoming fall consultation process, including the need to ensure the revised Framework includes a strong inclusion lens and is accessible in order for ECEs to transfer the theory into their day-to-day practice.

Through the Advisory Committee, MCFD will continue to be involved in EDUC's consultation process. EDUC's engagement plan will be informed by input from MCFD staff in order to ensure

consultation with a broad range of providers/ECEs, Indigenous stakeholders, etc., through targeted interviews and/or focus groups with stakeholders in various areas of the province.

#### **NEXT STEPS:**

As an initial step to provide specific content feedback on how to best incorporate an inclusion lens into the Framework, MCFD staff held discussions with the Aboriginal/Supported Child Development Regional Advisors on August 29<sup>th</sup>; this feedback will be incorporated by EDUC into the Framework as part of the larger consultation process.

MCFD will also work with EDUC to ensure a broad range of stakeholders are included in the planned consultation process over fall 2018. Additional consideration regarding the application of the Framework in the provision of licensed child care will be considered following the conclusion of the consultation process.

#### **ATTACHMENTS:**

1. Appendix A: Membership list of Working Group and Advisory Committee

#### **Contact**

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#### **Prepared by:**

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Name	Representing:	AG only	WG Only	Both AG & WG
Alison Bledsoe	Consultant			✓
Angie Calleberg	Ministry of Education, Curriculum			✓
Colleen Hodgson	Director, Education, Metis Nation BC	✓		
Corine Sagmeister	Director, Early Years & Indigenous Early Years Policy and Programs, MCFD			✓
Dawn Williams	Sr. Program Advisor, Community Care Licensing, Ministry of Health	✓		
Denise Hodgins	Early Childhood Pedagogy Network, Western University (formerly School of CYC, U of Victoria)	✓		
Emily Horton	Executive Director, Early Years & Indigenous Early Years Policy and Programs, MCFD	✓		
Emily Gawlick	Executive Director, Early Childhood Educators of BC	✓		
Graham Giles	Policy Advisor, BC Aboriginal Child Care Society (BCACCS)	✓		
Iris Berger	Early Childhood Education program, University of BC	✓		
Jane Beach	Consultant			✓
Janine Fraser	President, BC Primary Teachers' Association	✓		
Jen Mezei	President, BCCPAC	✓		
Jennifer Turner	Assistant Superintendent, SD 6 (Rocky Mountain)	✓		
Juanita Coltman	First Nation Education Steering Committee (FNESC)	✓		✓
Julia Bresalier	Manager, Early Years & Indigenous Early Years Policy and Programs, MCFD		✓	
Kim Atkinson	UVic School of Child and Youth Care; Community Early Childhood Facilitator; ELF revision author			✓
Kimberly Schonert-Reichl	Human Early Learning Partnership (HELP)	✓		
Kristin Mimick	Ministry of Education, Learning Division			✓
Laurie Kocher	Early Childhood Care and Education program, Capilano University			✓
Linda Lamers	Ministry of Education, Learning Division			✓
Mandy Young	Family Support Institute of BC	✓		
Marie-Andrée Asselin	Federation des parents francophones de Colombie-Britannique	✓		
Maureen Dockendorf	Consultant			✓
Michelle Gilmour	Manager, Child Care Policy, MCFD			✓
Pippa Rowcliffe	Human Early Learning Partnership (HELP)	✓		
Renee Wentland	Ministry of Education, Learning Division			✓
Sandra-Lynn Shortall	District Principal for Early Learning, SD 45 (West Vancouver)			✓
Shannie Harvey	Federation des parents francophones de Colombie-Britannique	✓		
Sheila Grieve	ECE Articulation Committee	✓		
Sue MacDonald	BC Council of Administrators of Special Education (BCCASE)			✓
Tim Winkelmans	Ministry of Education, Learning Division			✓

**MINISTRY OF CHILDREN AND FAMILY DEVELOPMENT  
DECISION NOTE**

**DATE:** September 24, 2018  
**CLIFF#:** 239302

**DATE OF PREVIOUS NOTE (if applicable):**  
**PREVIOUS CLIFF # (if applicable):**

**PREPARED FOR:** Honourable Katrine Conroy, Minister of Children and Family Development &  
Honourable Katrina Chen, Minister of State for Child Care

**ISSUE:** Universal Child Care Prototype Sites Update and Communications Plan (Updated)

**BACKGROUND:**

Through the Province's Early Learning and Child Care Agreement (ELCC) with the federal government, the Province is investing \$60 million to convert child care spaces into low-cost, \$10/day spaces at existing child care facilities across BC.

Over an 18-month period, starting in fall 2018, these new Universal Child Care Prototype Sites will help test funding and operational models required to move British Columbia toward a universal child care system.

Through an Expression of Interest, 318 applications were received by the July 9 deadline, representing over 10,000 child care spaces. Applications were adjudicated by Ministry staff and reviewed by an internal cross ministry committee to identify and recommend a group of successful applicants. The final group of selected prototype sites were then taken to an external review committee comprised of child care experts and stakeholders from across BC and Canada for final consideration and endorsement on August 20.

The result is 53 sites reflecting the diversity of BC's geography, license types, organization and business models, and that accomplish the priorities outlined in the ELCC Agreement. These sites operate 2,464 licensed child care spaces, significantly more than the 1,800 spaces that made up the original target.

The following tables provide a breakdown of the sites selected and how they meet the program criteria.

# of Spaces per License Type	# of Spaces	% of Total
Group Spaces - Under 36 Months	760	31%
Group Spaces 30 Months – School Age	990	40%
Preschool	132	5%
Group Spaces – School Age	446	18%
Group Spaces – Multi-Age	84	3%
In Home Multi-Age	24	1%
Family	28	1%

Combined, the number 0-5 spaces (1,750) alone nearly surpass the target and will make up over 70% of all funded spaces. Also, it should be noted that with the exception of preschool and school age spaces, infants/toddlers can be cared for under all other license types, thereby further increasing the number of 0-5 spaces. The number of school age spaces is higher than anticipated; however, all sites offer spaces children 0-5. The Federal Government has confirmed their approval for the results.

# of Spaces per Health Authority	# of Spaces	% of Total
Fraser Health	610	25%
Interior Health	763	31%
Island Health	450	18%
Northern Health	197	8%
Vancouver Coastal Health	444	18%

The selection process sought to balance the number and percentage of prototype site spaces with the percentage of CCOF funded spaces by health authority. However, in order to appropriately weigh the priorities within the ELCC Agreement, some regions were over represented and others under represented. Both the Northern and Interior health authorities are over represented to ensure sufficient numbers of rural sites and due to the high number of quality applications from these two regions.

# of Spaces Offering Specific Services	# of Spaces	% of Total selected
Indigenous Programming	1,462	59%
Programs for Families New to Canada	975	40%
Provide care to French speaking families	1,531	62%
Service to Young Families	1,880	76%
Rural	646	26%
Inclusive Settings/Policies	1,814	74%
Extended Hours (Past 6:00PM, weekends)	60	2%

By nearly all criteria, the spaces in selected prototype sites exceed the priorities relative to the percentage of all eligible applications.

Please see appendix A for a list of all 53 prototype sites by Health Authority.

## DISCUSSION:

With the selection process complete, the Ministry will begin working with organizations/owners of selected prototype sites to enter into contracts to fund their operations – with the exception of \$10/day or \$200/per month, per FTE – until March 2020. The notification of applicants and the contract negotiation process is expected to begin the week of October 1, 2018, with the selected prototype sites asked to sign a non-disclosure agreement for the duration of the negotiating period. The Ministry will provide prototype sites opportunities to ask questions and clarify the contractual terms through conference calls scheduled in early October. Program staff will work to finalize as many contracts as possible by October 20 – which is an operational cut-off date for prototype sites to be able to transition from the CCOF to the new contract and launch on November 1. Sites that are not in contract by October 20 will defer launch until December 1.

The uncertainty of the negotiating process creates some communication challenges for purposes of planning a public announcement. Key considerations are captured in the options below.

**OPTIONS:**

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## RECOMMENDATION:

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### DECISION and SIGNATURE

Honourable Katrine Conroy  
Minister of Children and Family Development

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### DATE SIGNED

### Attachments:

Appendix A: List of Universal Child Care Prototype Sites  
Appendix B: Draft Non-Disclosure Agreement

### Contact

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Organization Legal Name	Organization Type	Facility City	Urban / Rural	On School Grounds?	Indigenous	New to Canada	French	Young Families	Grp Spaces Under 36 Months	Grp Spaces 30 Months - SA	Grp Spaces - Pre	Grp Spaces - SA	Grp Spaces - MA	Family Spaces - IHMA	Family Spaces
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Fernwood Neighbourhood Resource Group Society	Non-Profit	Victoria	Urban	No	No	No	Yes	No	20	25		54			
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# ELCC Applicants – Vancouver Coastal Health Region

Organization Legal Name	Organization Type	Facility City	Urban / Rural	On School Grounds?	Indigenous	New to Canada	French	Young Families	Grp Spaces Under 36 Months	Grp Spaces 30 Months - SA	Grp Spaces - Pre	Grp Spaces - SA	Grp Spaces - MA	Family Spaces - IHMA	Family Spaces
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Discovery Kids Childcare Inc.	Corporate/Limited Company	Squamish	Rural	No	Yes	Yes	Yes	Yes	12	25					
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## MCFD CONFIDENTIALITY UNDERTAKING

The Ministry of Children and Family Development (MCFD) is working to establish Universal Child Care Prototype Sites. As a successful applicant, MCFD will be sending the undersigned (“you” or “your”) a Universal Child Care Prototype Sites contract (the “Contract”) for your review. Before reaching this step in the process, MCFD requires successful applicants to sign this confidentiality undertaking under which you agree to keep all discussions and communications pertaining to your application selection and the Universal Child Care Prototype Sites contract process, including the Contract (the “Prototype Site Information”), confidential until such time as MCFD makes a public announcement regarding successful applicants. MCFD is aiming to announce the successful prototype sites the in the latter part of October and November.

MCFD believes a nondisclosure agreement is mutually beneficial as it (i) ensures contract discussions can be frank and fulsome, (ii) assists in a smooth transition for your operation, and (iii) helps manage expectations with parents using your services.

In exchange for MCFD considering you as a successful applicant and entering into the Contract stage, you, the undersigned, agree as follows:

- a) to use the Prototype Site Information provided by MCFD only for the purposes of communicating with MCFD with a view to reviewing and finalizing the Contract with MCFD and for no other purpose,
- b) that you will not to disclose the Prototype Site information to any third party. For clarity and without limiting the generality of this provision, you will **not**
  - i. disclose to third parties that you have engaged in Contract discussions with MCFD;
  - ii. discuss the Contract or disclose the contents of the Contract except as provided below;
  - iii. disclose discussions held in relation to your selection as an applicant or the Contract; nor
  - iv. copy or otherwise distribute or disclose the Contract or any ancillary documents.
- c) You will take all reasonable steps to safeguard the Contract and ancillary documents from unauthorized third party access, including ensuring that all documentation is properly stored to prevent access by a third party.
- d) Notwithstanding the above, this undertaking does not preclude you from:
  - i. engaging in discussions concerning the Prototype Site Information with other persons who have signed this same MCFD Confidentiality Undertaking, provided such persons is not in breach of their obligations under the MCFD Confidentiality Undertaking;
  - ii. disclosing Prototype Site Information for the purpose of seeking legal advice on the Contract to a person who is your legal advisor and bound by privilege and confidentiality obligations of a law society in Canada; or
  - iii. Disclosing Prototype Site Information in the event that such disclosure is required by law or regulatory requirements applicable to you;

You acknowledge and agree that any breach by you of any of the above confidentiality undertakings may result in your disqualification from the Universal Prototype Site program and releases MCFD from any obligation to enter into a Contract with you.

By entering into contract discussions under the terms of this undertaking, it is not the intention of MCFD, the Minister of MCFD or the Province of British Columbia to waive solicitor-client privilege or to waive, defeat or negate any privilege or confidence, including Parliamentary privilege and Cabinet confidentiality, or any other protection provided by law, that applies to the Contract, ancillary information and to the discussions relating to it.

Your confidentiality obligations under this MCFD Confidentiality Undertaking will continue until such time as the Contract between you and MCFD has been successfully finalized (duly executed by you and MCFD) or until MCFD notifies you in writing that you are no longer bound by this MCFD Confidentiality Undertaking, whichever occurs first.

If you are signing on behalf of a corporation, the obligations set out in this MCFD Confidentiality Undertaking apply to the corporation as well as its directors and officers. Furthermore, you agree that you will not permit any employee(s) of the corporation to access the Prototype Site Information unless such employee(s) have a need to know and that you ensure such employee(s) are bound by confidentiality provisions with respect to such Prototype Site Information that are at least as restrictive as the obligations in this MCFD Confidentiality Undertaking. A breach by your employee(s) of the MCFD Confidentiality Undertakings will be considered a breach by the corporation which may result in MCFD disqualifying the corporation from the Universal Prototype Site program.

[insert company name here if applicable]

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print name [and corporate title if applicable]

\_\_\_\_\_  
Witness

[if a corporation, insert: I have authority to bind the corporation]

**MINISTRY OF CHILDREN AND FAMILY DEVELOPMENT  
INFORMATION NOTE**

**DATE:** August 17, 2018

**CLIFF#:** 239308

**PREPARED FOR:** Minister Katrine Conroy, FOR INFORMATION

**ISSUE:** Status of the project to modernize Adoption Policy and Procedures

**BACKGROUND:**

The Practice Standards and Guidelines for Adoption (Adoption Policy) were released in 2001. It sets out policy and practice for MCFD and Delegated Aboriginal Agency (DAA) employees providing adoption services in British Columbia.

The existing Adoption Policy is being modernized. The new policy will:

- incorporate the Aboriginal Policy and Practice Framework (APPF), and other changes in practice since 2001;
- clarify the policy objectives that drive the standards and procedures;
- align with amendments to the *Adoption Act* and the *Child, Family and Community Services Act (CFCSA)* made since 2001; and
- reduce and streamline the policy from 400 to approximately 100 pages to ensure it is concise, clear and useful.

All changes to the Adoption Policy are made within the existing legislative framework. The modernization project does not include new amendments to the statute.

**DISCUSSION:**

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**ATTACHMENTS:**

s.16

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**MINISTRY OF CHILDREN AND FAMILY DEVELOPMENT  
INFORMATION NOTE**

**DATE:** August 22, 2018  
**CLIFF#:** 239314

**DATE OF PREVIOUS NOTE (if applicable):** May 1, 2018  
**PREVIOUS CLIFF # (if applicable):** #237404

**PREPARED FOR:** Honourable John Horgan, Premier

**ISSUE:** Update regarding September 6, 2018 announcement of the Affordable Child Care Benefit

**BACKGROUND:**

As part of the Budget 2018 commitment, and as announced under the Affordability pillar of the Childcare BC Plan, Government is introducing the Affordable Child Care Benefit (ACCB), starting September 1, 2018, which will replace the current Child Care Subsidy Program (CCSP). This new benefit will invest \$347 million over the next three years and significantly lower the cost of child care through higher rates than the current CCSP for more British Columbia (BC) families, to better reflect the real cost of child care.

Key Improvements of the ACCB include:

- Increase to the maximum monthly benefit amount – now \$1,250/child, up from \$750/child;
- The annual income threshold has increased. Families with gross adjusted incomes of up to \$111,000 may be eligible. This means approximately 60,000 more B.C. families will be newly eligible for some level of support;
- Eligibility will be based on the applicant's annual gross family income as reported through their Canada Revenue Agency (CRA) tax records (or self-reported by the applicant in the absence of an available CRA record);
- Online application process that makes it easy for parents to apply for support; and
- New online estimator allows parents to see how much they may be able to receive each month.

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**DISCUSSION:**

The Child Care Subsidy Regulation (CCSR) was amended and deposited July 13, 2018 and will come into force on September 1, 2018 to align with the launch of the benefit. Communications began in June 2018 to inform existing CCSP clients, licensed child care providers and parent supporting agencies (e.g. Child Care Resource and Referral Programs) regarding the September 1, 2018 ACCB launch. The goals of communication efforts are to:

- Support the seamless transition of existing CCSP clients to the new ACCB;
- Raise awareness about the program with newly eligible families;
- Raise awareness of the online enrolment process;

- Ensure child care providers, community organizations (e.g. Child Care Resource and Referral Programs), Indigenous organizations (e.g. BC Aboriginal Child Care Society, Aboriginal Head Start Association, First Nations Health Authority, Metis Nation BC), other ministries (e.g. CITZ, HLTH, EDUC) and advocacy groups are kept up-to-date on changes, new processes, and procedures in ACCB implementation; and
- Ensure that stakeholders have the tools and information they need to support BC families.

The ACCB online application portal was launched on August 1, 2018. The portal offers families an estimator to assist them in quickly assessing the amount of benefit they may be able to receive (through an online calculator tool) before they apply for the ACCB. Over 5,000 families have applied for the ACCB to date.

A public announcement regarding the launch of the ACCB is scheduled for September 6, 2018. Over the course of September 2018 and following the public announcement, paid advertising and targeted engagement through parenting sites and social media will continue to help raise awareness of this new benefit.

#### **SUMMARY:**

Replacing the current CCSP with the new ACCB, featuring a new online application process, will help to deliver immediate affordability relief for more BC families.

#### **Contact**

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**MINISTRY OF CHILDREN AND FAMILY DEVELOPMENT  
INFORMATION NOTE**

**DATE:** August 22, 2018

**CLIFF#:** 239332

**PREPARED FOR:** Honourable Katrine Conroy, Minister of Children and Family Development and the Honourable Katrina Chen, Minister of State for Child Care

**ISSUE:** Wage Enhancement for front-line Early Childhood Educators (ECEs) working in licensed child care settings – Implementation Update and Communications Plan.

**BACKGROUND:**

To support recruitment and retention of a skilled, knowledgeable ECE workforce and help fulfil government's commitment to supporting the creation of 24,000 licensed child care spaces by 2020, a Wage Enhancement (WE) will be implemented for front-line ECEs working in licensed child care settings.

The ECE WE will provide a wage increase of \$1.00 per hour worked, to front-line ECEs working in eligible licensed child care settings, starting January 2019. This WE will be increasing by an additional \$1.00 per hour in April 2020, for a total increase of \$2.00 per hour. Front-line ECEs (i.e., those providing direct care to children) working in facilities that have opted into the Child Care Fee Reduction Initiative (CCFRI) will be eligible to receive the WE.

The ECE WE includes a retroactive compensation component. Government will issue a one-time-only payment in recognition of hours worked by front-line ECEs working in licensed settings in receipt of operating funding from government and enrolled in the CCFRI if eligible to do so, during the period from September 1, 2018 to December 31, 2018. Providers will be required to track their staff hours during this period and report them to the Ministry, likely in January 2019 in order for their front-line ECEs to receive this benefit.

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**DISCUSSION:**

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## **Funding Guidelines**

The draft Funding Guidelines will outline the policy and procedures regarding the implementation of the ECE WE to eligible child care employers including:

- Definitions of key terms;
- Eligibility at the facility and employee level;
- Funding amounts;
- Distribution of funding, including administrative funding for mandatory benefits;
- Reporting requirements, including reporting hours worked during the retroactive period; and
- Ongoing requirements re: monitoring and verification.

The draft funding guidelines, outlining the fundamental aspects of the initiative, will be released on September 5; these guidelines will likely be amended or supplemented based on feedback gathered through the ECE WE Stakeholder Engagement Process. Further details regarding specific application processes and procedures will be added as operational processes and systems build are developed.

## **Communications Plan**

The ECE Compensation implementation plan has been informed by stakeholder engagement with three key groups over July and August:

- i. Focus group with members of the Provincial Child Care Council;
- ii. Focus group with executive members of the Early Childhood Educators of BC; and
- iii. Telephone interviews with individual providers, under non-disclosure agreements.

The goal of this engagement process was to collect information from a cross section of sector stakeholders critical to the technical aspect of the ECE wage enhancement, in order to inform implementation. Further targeted stakeholder consultation with a sub-set of individuals originally interviewed will occur in September to confirm that input received has been adequately reflected in the draft funding guidelines.

An integrated public/stakeholder communications plan has been developed (attached as Appendix A) outlining communications activities leading up to, on the day of, and following the announcement. In conjunction with the announcement, a Workforce Development Strategy summary document, supporting infographics, FAQ's, and the draft funding guidelines will be posted online as part of an expanded web section targeted at ECE workers and their employers.

In addition, the Public Sector Employers Council (PSEC) Secretariat will communicate with specific employers' associations, relevant public sector employers, and key unions to clarify the parameters for accessing the wage enhancement funding and to proactively identify any potential labour implications for upcoming bargaining. PSEC Secretariat will hold conference calls that precede or coincide with the September 5th announcement (see PSEC Roll-out Plan attached as Appendix B).

**NEXT STEPS:**

- The draft Funding Guidelines will be publically released to coincide with the September 5 announcement and to help address questions employers and ECEs may have regarding the initiative.
- Further development/refinement of the Funding Guidelines will occur over the fall pending further stakeholder feedback and development of accompanying operational and system processes, with the final guidelines to be released in advance of January 2019.

**ATTACHMENTS:**

- A. Communications Plan
- B. PSEC Roll-Out Plan

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**MINISTRY OF CHILDREN AND FAMILY DEVELOPMENT  
INFORMATION NOTE**

**DATE:** August 31, 2018

**CLIFF#: 239474**

**PREPARED FOR:** Honourable Katrine Conroy, Minister of Children and Family Development and the Honourable Katrina Chen, Minister of State for Child Care

**ISSUE:** Update on the BC Childcare Sector Labour Market Partnership project

**BACKGROUND:**

The Sector Labour Market Partnerships (SLMP) program, which is offered through Ministry of Advanced Education, Skills and Training's (AEST) Labour Market Information Division, helps employers understand and strategically respond to changing labour market demands, and ensures that training and education programs in BC are aligned with industry's labour market needs and priorities.

The Early Childhood Educators of BC (ECEBC), through a contract with AEST, began a SLMP Project in March 2018. The main deliverable of the first phase of the project was a sector engagement report that defines key sector labour market challenges and preliminary research questions to support a further sector Labour Market Information (LMI) research project. ECEBC undertook to identify research gaps and potential research questions in the child care sector, with the intention that the findings would support the development of further LMI work to help meet the provincial government's commitment to increasing access to child care by creating 22,000 new spaces over the next three years.

**DISCUSSION:**

The project Steering Committee was comprised of representatives from 18 organizations (see Appendix A for membership list). In addition, as part of the sector engagement activities, interviews were held with 12 key stakeholders; focus groups were conducted in five different parts of the province; an online survey resulted in 1,550 sector responses; and 59 stakeholders participated in webinars to validate the gathered data.

The key themes that emerged in the BC Childcare Sector Labour Market Partnership: Phase 1 Final Engagement Report were not unexpected, and mirror what government has been hearing from stakeholders and the public, including:

- Shortage of qualified Early Childhood Educators (ECEs), which puts stress on existing staff and contributes to burnouts
- Demand for increased numbers of Indigenous ECEs
- General lack of appreciation for the work of ECEs by the public
- Low wages
- Work environments that may not offer the supports required to build effective teams

- Lack of financial incentives for ECE Assistants to pursue their ECE certification
- Limited availability of ECE programs in some areas of the province
- Inadequate practicum model
- Few mentorship opportunities for staff
- Limited professional development opportunities in some areas of BC
- Limited career pathways for child care professionals

The report's recommendations include encouraging the sector to employ an Indigenous and gender lens through its future sector research, and future LMI research that covers the following components:

- a description of the sector that would include quantitative information on supply and demand for labour;
- an analysis of labour supply and demand dynamics;
- an analysis of recruitment and retention practices as well as work conditions;
- an analysis of training available and training gaps; and
- a cross-jurisdictional review of child care sector models that are promising.

#### **NEXT STEPS:**

The *BC Childcare Sector Labour Market Partnership: Phase 1 Final Engagement Report* will be released on Thursday, September 6, 2018. It will be posted to the Labour Market Partnership Program page of the WorkBC site, at the following link: <https://www.workbc.ca/Employer-Resources/Funding-and-Programs/Sector-Labour-Market-Partnerships.aspx>

MCFD will continue to work with the SLMP program to determine the alignment and fit of further SLMP work, including the possibility of funding a sector-led evaluation component in support of the provincial Early Care and Learning Recruitment & Retention Strategy.

#### **ATTACHMENTS:**

- A. Labour Market Information Division, Sector Labour Market Partnership Program Information Note and Close-Out Report
- B. BC Childcare Sector Labour Market Partnership: Phase 1 Final Engagement Report

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## Part 1: Information Note

1. Project Name:	Defining Labour Market Issues in the Childcare Sector
2. Sector:	Public Administration
3. Phase:	1 – sector engagement
4. Contract Holder:	Early Childhood Educators of BC
5. Contract Number:	C18LMP038
6. Funding Amount:	\$77,960.00
7. Start Date:	2018-03-19
8. End Date:	2018-07-13

9. Project Partners				
Organization	Name	Title	Email	Phone
Aboriginal Head Start Association of BC	Gignac, Joan	Executive Director	<a href="mailto:executivedirector@ahsabc.com">executivedirector@ahsabc.com</a>	250-858-4543
Aboriginal Supported Child Development	Gagne, Nadine	Provincial Advisor for Aboriginal Supported Child Development Programs of BC	<a href="mailto:advisor.ascdp@bcaafc.com">advisor.ascdp@bcaafc.com</a>	<u>250-388-5593</u>
BC Aboriginal Child Care Society	Isaac, Karen	Executive Director	<a href="mailto:karen@acc-society.bc.ca">karen@acc-society.bc.ca</a>	604-913-9128
BC Association of Child Development and Intervention	Gordon, Jason	Provincial Advocate	<a href="mailto:jason@bcacdi.org">jason@bcacdi.org</a>	250-212-0305
BC Childcare Owners Association	Shorrock, Cari	Fraser Region Board Member / Treasurer	<a href="mailto:cari@windandtide.com">cari@windandtide.com</a>	604-575-0549 ext 202
BC Family Child Care Association	Laberge, Rena	Co-chair	s.22 –	
BC First Nations Head Start	LaBounty, Bonnie	Healthy Children Specialist	<a href="mailto:Bonnie.LaBounty@fnha.ca">Bonnie.LaBounty@fnha.ca</a>	250-280-6191
Canadian Child Care Federation	Giesbrecht, Don	CEO	<a href="mailto:dgiesbrecht@cccfc-fcsge.ca">dgiesbrecht@cccfc-fcsge.ca</a>	613-729-5289 ext 220
Child Care Resource and Referral	Irwin, Sue	Vancouver Coastal Regional Coordinator, CCRR Programs	<a href="mailto:sue.irwin@nscr.bc.ca">sue.irwin@nscr.bc.ca</a>	604-985-7138
City of Surrey	Gill-Badesha, Daljit	Healthy Communities Manager	<a href="mailto:DGill-Badesha@surrey.ca">DGill-Badesha@surrey.ca</a>	604-502-6352
Early Childhood	Gawlick, Emily	Executive Director	<a href="mailto:executive.director@ec">executive.director@ec</a>	604-709-6063

Educators of BC			<a href="http://ebc.ca">ebc.ca</a>	
ECE Articulation Committee	Grieve, Sheila	Co-chair	<a href="mailto:sheila.grieve@viu.ca">sheila.grieve@viu.ca</a>	250-740-6242
Multi-Age Childcare Association of British Columbia	Bourgeois, Tracie	President	<a href="mailto:lynnepaseo@hotmail.com">lynnepaseo@hotmail.com</a>	604-308-0673
Pacific Immigrant Resources Society	Bouchoutrouch, Mariam	Executive Director	<a href="mailto:mbouchoutrouch@pirs.bc.ca">mbouchoutrouch@pirs.bc.ca</a>	604-298-5888 ext 27
School age childcare association of BC	Tannahill, Diane	Secretary of the Board	<a href="mailto:diane.tannahill@ubc.ca">diane.tannahill@ubc.ca</a>	604-822-8066
Supported Child Development	McDonald, Jeanine	Regional Advisor, Coast Fraser North	<a href="mailto:jmcdonald@kinsight.org">jmcdonald@kinsight.org</a>	778-228-6553
University of British Columbia	Cottons, Darcelle	Director of Child Care Services	<a href="mailto:darcelle.cottons@ubc.ca">darcelle.cottons@ubc.ca</a>	604-822-6238
Vancouver Coastal Health	Minions, Kitty	Senior Child Care Licensing Officer	<a href="mailto:kitty.minions@vch.ca">kitty.minions@vch.ca</a>	604-675-3851

## 10. Project Purpose

Build a shared understanding of key sector labour market issues affecting the childcare sector in BC and develop preliminary research questions to support a sector LMI report

## 11. Project Background

The provincial government recently committed to increase spaces and affordability of childcare in BC. Childcare is provided through a variety of channels such as group childcare, family childcare, in-home multi age childcare, school age childcare, and Indigenous childcare.

Early Childhood Educators of BC (ECEBC) is leading a project to identify research gaps and potential research questions; the findings will support the development of a LMI study to help meet the provincial government's commitment.

## 12. Project Deliverable(s)

A sector engagement report that defines key sector labour market challenges and preliminary research questions to support a sector LMI research project.

## 13. Links to Other Government Commitments/Mandates

### MCFD and the Cabinet Childcare Working Group

- Provide additional investments in the Early Childhood Educator workforce through training, education and fair wages to enhance and ensure quality.

14. Preferred Date for Announcement  
[include event if applicable]

As soon as possible.

15. Boilerplate Messaging

*"The Sector Labour Market Partnerships Program helps employers understand and strategically respond to changing labour market demands, and ensures that training and education programs in B.C. are aligned with industry's labour market needs and priorities."*

## Part 2: Close-Out Report

### 1. Methodology

In order to meet the project deliverables, the project team is used a multi-method approach across four project stages, each with distinct deliverables. The project foundation was set in the first stage through the creation of the Work Plan, Stakeholder Engagement Plan, and Project Steering Committee Terms of Reference. The second stage of the project involved in-depth stakeholder engagement activities through interviews, focus groups, surveys, and webinars. These engagement activities have helped establish important connections across the sector to support a successful Phase 2 LMP.

In total, 18 organizations were represented on the Project's Steering Committee, 12 stakeholders were interviewed, five focus groups were conducted in different parts of the province, 1,550 sector participants responded to the survey, and finally, 59 childcare stakeholders participated in the data validation webinar sessions.

Stage 3 of the project included a review and synthesis of key sector reports in order to identify themes and gaps, which were presented in a Preliminary Research Synthesis Report. The final stage of the project culminates with a Final Engagement Report that identifies key findings and conclusions and presents lessons learned and recommendations for a subsequent Labour Market Information study.

### 2. High-Level Findings

- The key themes that emerged as a result of the sector engagement activities include:
  - a. Labour shortages are experienced in the childcare sector across BC regions and certification levels
    - i. There is a shortage of qualified Early childhood Educators (ECEs)
    - ii. The shortage of ECEs puts stress on existing staff and contributes to burnouts
    - iii. There is demand for increased Indigenous ECEs
  - b. The sector experiences staff retention problems which can be explained by:
    - i. A lack of appreciation for the work of ECEs by the public
    - ii. Low wages
    - iii. Work environments that may not offer the supports required to build effective teams
  - c. The sector experiences challenges in providing incentives for additional training and/or career path development which can be further understood by:
    - i. A lack of financial incentives for Early Childhood Educator Assistants (ECEAs) to pursue their ECE certification
    - ii. Limited availability of ECE programs in some areas of the province
    - iii. Current practicum model is inadequate

- iv. Few mentorship opportunities for staff are available
- v. Limited professional development opportunities available in some areas of BC
- vi. Limited career pathways for childcare workers who wish to advance in their fields

### 3. Report Recommendations

The report's recommendations provide avenues to pursue labour market information (LMI) research that is perceived by the sector as strategic and useful. These include proposed analytical frameworks and methodological considerations.

- The report's authors encourage the sector to employ an Indigenous and gender lens through its future sector research.
- The report cautions that future research should take into account the current level of quality and the availability of data as well as the possibility of duplicating research in a context of evolving work and research led by government.
- The report's authors recommend that future LMI research covers the following components:
  - A description of the sector that would include quantitative information on supply and demand for labour;
  - An analysis of labour supply and demand dynamics;
  - An analysis of recruitment and retention practices as well as work conditions;
  - An analysis of training available and training gaps;
  - A look at cross-jurisdictional Childcare sector models that are promising.
- The report's authors recommend the use of the following methodologies for a subsequent LMI study:
  - Secondary research;
  - Primary research, including interviews, surveys, focus groups and/or webinar validation.

### 4. Next Steps

- SLMP can continue to support the childcare sector in so far as the work aligns with the Government priority and is non-duplicative. To that end, the SLMP program will work with its MCFD counterparts, champions of the childcare portfolio, to determine the alignment and fit of further SLMP work, including the possibility of funding a sector led evaluative component in support of the provincial Childcare Workforce Development Strategy implementation.

### 6. Preferred Date for Announcement [include event if applicable]

Not required.

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