



COMMITTEE OF THE WHOLE – COMMUNITY SERVICES COMMITTEE MEETING AGENDA

Healthy Communities without Poverty

Date: Wednesday, April 22, 2020

Time: 12:00 PM

Location: By video conference while pandemic protocols are in place

Zoom Meeting:

<https://zoom.us/j/96727072761?pwd=WEM3QmpTNC9sNUJGV2dPVjkxRThLUT09>

Meeting ID: 967 2707 2761

Password: 019081

Members: Councillor Dan Roveda (Chair), Councillor Dave Mendicino (Vice-Chair), Mayor Dean Backer, Councillor Mac Bain, Mayor Jane Dumas, Councillor Terry Kelly, Councillor Mark King, Councillor Chris Mayne, Mayor Dan O'Mara, Councillor Scott Robertson, Representative Amanda Smith, Councillor Bill Vrebosch.

| Item | Topic | Lead |
|------|----------------------------------------------------------------------------------------------------------------------|-------|
| 1.0 | 1.1 Call to Order 1.2 Declaration of Conflict of Interest | Chair |
| 2.0 | Opening remarks by the Chair | Chair |
| 3.0 | Approval of the Agenda for April 22, 2020 THAT the Committee of the Whole members accept the Agenda as presented. | Chair |

| Item | Topic | Lead |
|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
| 4.0 | 6.1 PRESENTATIONS (none at this time) | |
| 5.0 | CONSENT AGENDA Reports for Information Only Recommendation That the Committee receive for information purposes Consent Agenda item 5.1. | Chair |
| | 5.1 CS02-20 Emergency Child Care Services This report describes the actions taken by the Children's Services Department in response to the COVID-19 pandemic and emergency childcare services for essential workers. This report is brought to the Board for information purposes only. | Lynn Démoré-Pitre |
| 6.0 | MANAGERS REPORTS | |
| | 6.1 CS03-20 Emergency Child Care Services – Child Care Space Priority Access Policy Recommendation That the District of Nipissing Social Services Administration Board accept and endorse the Emergency Childcare Services Child Care space Priority Access Policy, attached as Appendix A. | Lynn Démoré-Pitre |
| | 6.2 HS10-20 Reaching Home 2020-21 – RFP Recommendation That the District of Nipissing Social Services Administration Board (DNSSAB) approves the report HS10-20 and authorizes the recommended disbursement of funds for the Reaching Home 2020-21 fiscal year. | Stacey Cyopeck |
| 7.0 | OTHER BUSINESS/CORRESPONDENCE | Chair |
| 8.0 | NEXT MEETING DATE Board Meeting Wednesday April 22, 2020 | Chair |
| 9.0 | ADJOURNMENT <i>Resolved</i> THAT the Community Services Committee meeting be adjourned at p.m. | Chair |

BRIEFING NOTE

For information For Decision For Approval

CS02-20

Date: April 22, 2020

Purpose: COVID-19 Emergency Childcare Update

Prepared by: Lynn Démoré-Pitre, Director Children's Services

Reviewed by: Catherine Matheson, CAO

FOR INFORMATION

This report describes the actions taken by the Children's Services Department in response to the COVID-19 pandemic and emergency childcare services for essential workers. This report is brought to the Board for information purposes only.

BACKGROUND:

On March 17, 2020, the Premier of Ontario declared a state of emergency, and ordered the closure of all licensed childcare centres and all facilities providing indoor recreational programs (including EarlyON Child and Family Centres) until March 31, 2020.

On March 30, 2020, the Premier extended the Order until April 13, 2020, according to the Declaration of Emergency, which only allows closures to be extended for one 14-day period at a time.

On April 11, 2020, the Premier further extended the declaration of emergency therefore the order will remain in place until April 23, 2020, at which point it will again be reassessed and considered for extension.

The order to close does not apply to the licensed childcare centres approved to provide emergency childcare services for health care and other eligible frontline workers. Additionally, the order does not apply to home-based childcare (licensed and unlicensed).

CURRENT STATUS/STEPS TAKEN TO DATE:

On March 21, 2020, the Ministry of Education released a memorandum related to Emergency Childcare Services. In this correspondence, the Ministry recognized that the decisions made by the province affected several health care and other essential front-line workers that must continue to work during this time. CMSM/DSSABs were asked to complete and submit an emergency childcare plan that would meet local needs which in turn would need to be reviewed and approved by the Ministry.

In response to the province's steps to support health care and frontline workers during the COVID-19 outbreak, DNSSAB's Children's Services Department, in collaboration with licensed childcare service providers, began planning for designated emergency childcare services for eligible health care and essential workers identified in the Province of Ontario's "List of Workers Eligible for Emergency Childcare" who live and/or work in the District of Nipissing.

On Monday, March 24, 2020, an expression of interest for the delivery of emergency childcare services was sent out to all licensed childcare providers in the Nipissing District. When considering the delivery of these services, service providers were advised of the following requirements:

- Only existing licensed settings may be used.
- Deep cleaning/disinfecting of location must be completed prior to offering emergency childcare services.
- All requirements set out in the Childcare and Early Years Act, 2014
- All current ministry policies and guidelines must be followed.
- The ministry will consider amending licenses as needed to support mixed age groupings.
- The local Medical Officer of Health must be consulted and supportive of all settings established.
- All sites will be required to have a plan/protocol in place if a child, parent or staff member at the site is exposed to COVID-19.
- No site can exceed 50 people per the province's declaration of emergency.
- Flexible services for full-time, part-time, on-call evening, weekend and/or overnight care will be required.

DNSSAB received favourable responses from four licensed childcare operators who had experience in the delivery of both centre-based and licensed home childcare. Three licensed home childcare agencies and seven centre-based locations (community-based and school-based locations) were identified in the plan.

On March 27, DNSSAB submitted Nipissing's plan for consideration by the Ministry. This plan included all licensed childcare programs identified through the expression of interest. The plan also included a request to amend the current licenses to operate childcare in order to provide the flexibility required for these programs (i.e. extended hours, evening and overnight care, etc.). The approval for this plan was received April 3, 2020 and licensing amendments for all sites were all completed by April 6, 2020.

On March 27, 2020, DNSSAB also released a needs survey related to emergency childcare. This survey helped determine the need in our district in order to plan accordingly. The survey link was shared with over 2300 families, health care providers, licensed childcare agencies and community partners.

The results of the survey demonstrated a need for emergency childcare services. The following provides a brief overview of these results:

- 627 individuals responded to the survey; however, only 347 individuals identified themselves as essential workers
- Of the 347 individuals, 172 indicated that they required immediate care for a total of 260 children
 - North Bay: 125 individuals (180 children)
 - Sturgeon Falls: 21 individuals (32 children)
 - Mattawa: 17 individuals (30 children)
- All parent/guardians are working outside of the home
- Hours of care varied between 6:00 a.m. and overnight care, with the highest need being Monday to Friday between 6:00 a.m. – 6:00 p.m.

As the level of demand exceeds the capacity to provide care, DNSSAB has established a priority list for health care and essential workers –please refer to Briefing Note CS03-20 for additional details.

Emergency childcare services available to children ages birth up to 13 years of age is funded by the Province of Ontario at no cost to the family subject to availability of licensed childcare spaces.

On Tuesday, April 14, 2020, the YMCA, Woodland Early Learning and Childcare Centre began offering emergency childcare services to essential workers working and/or living in our district.

DNSSAB's Children's Services Department is working with a licensed childcare service provider in Sturgeon Falls in order to have emergency childcare services in this community.

DNSSAB's Children's Services Department is also working with its licensed home childcare agencies in order to expand the delivery of emergency childcare services. At this time, services are available in Sturgeon Falls, North Bay, and surrounding communities.

Providers are diligently working at recruiting additional homes in order to serve essential workers living or working in Mattawa.

FINANCIAL IMPLICATIONS:

The costs related to emergency childcare services are significantly higher than the delivery of regular childcare services. This is due to the practices taken to reduce the spread of COVID-19 (i.e. reduced adult/child ratios, reduced number of adults and children in each classroom, increased cleaning/disinfecting, etc.) and reduced parent contributions as this service is free of charge to families.

The Ministry of Education has advised that funding for this initiative is over and above the current funding allocations and is not intended to cause financial pressures on CMSM/DSSABs.

CMSMs and DSSABs are being asked to keep track of funding associated with managing and operating emergency childcare sites and will be asked to provide a rationale for any increased costs that would occur.

Expenditures related to COVID-19 are being tracked and monitored closely. Children's Services is also working with service providers to ensure that there is a good understanding of the expenditures which in turn will support the rationale that will be provided to the Ministry in future reports.

The ministry will work with DNSSAB at the conclusion of the state of emergency to consider any funding pressures that may have occurred.

RISK IDENTIFICATION AND MITIGATION:

The decision to close all licensed childcare centres affected many families; however, these measures were necessary to slow the spread of COVID-19.

There is evidence of COVID-19 community transmission within the district; therefore there is an increased risk of exposure in settings delivering emergency childcare services. The Health Unit will continue to provide consultative support on infection prevention and control issues however it cannot assure the safety of staff and children nor prevent a COVID-19 outbreak in the emergency childcare settings.

Enhanced precautions have been put into place to try and reduce the spread of COVID-19 keeping the health and wellbeing of children, families and professionals at the forefront. All locations are expected to follow the health practices and requirements that align with the Ontario's Ministry of Health's [COVID-19 Guidance: Emergency Childcare](#).

DNSSAB has been advised that recruitment of Early Years professionals willing to work in emergency childcare settings is very limited. The Children's Services Department is working on a recruitment plan in order to create a registry of early years professionals willing to support emergency childcare.

COMMUNICATION PLAN:

DNSSAB will ensure that ongoing communication and messaging regarding emergency childcare services is handled in a proficient manner through various methods (i.e. website, Facebook, press releases, etc.) which in turn will ensure that the necessary information reaches essential workers throughout the district.

NEXT STEPS:

DNSSAB will continue to plan and collaborate with the province and licensed childcare providers to ensure that we are able to provide additional emergency childcare options in our district order to meet the needs of essential workers.

BRIEFING NOTE

For information For Decision For Approval

CS03-20

Date: April 22, 2020

Purpose: **COVID-19 Emergency Childcare Policy**

Prepared by: Lynn Démoré-Pitre, Director Children's Services

Reviewed by: Catherine Matheson, CAO

RECOMMENDATION:

That the District of Nipissing Social Services Administration Board accept and endorse the Emergency Childcare Services Policy, attached as Appendix A.

BACKGROUND:

On March 17, 2020, the Premier of Ontario declared a state of emergency, and ordered the closure of all licensed childcare centres and all facilities providing indoor recreational programs (including EarlyON Child and Family Centres) until March 31, 2020 unless the state of emergency was terminated earlier.

On March 21, 2020, the Ministry of Education released a memorandum related to Emergency Childcare. In this correspondence, the Ministry recognized that the decisions made by the province affected several health care and other essential front-line workers that must continue to work during this time. CMSM/DSSABs were asked to complete and submit a plan that would meet local needs which in turn would need to be reviewed and approved by the Ministry.

On March 30, 2020, the Premier extended the Order until April 13, 2020, according to the Declaration of Emergency which only allows closures to be extended for one 14-day period at a time.

On April 11, 2020, the Premier further extended the declaration of emergency therefore the order will remain in place until April 23, 2020, at which point it will again be reassessed and considered for extension.

The order to close does not apply to the licensed childcare centres approved to provide emergency childcare services for health care and other eligible frontline workers. Additionally, the order does not apply to home-based childcare (licensed and unlicensed).

CURRENT STATUS/STEPS TAKEN TO DATE:

In response to the province's steps to support health care and frontline workers during the COVID-19 outbreak, DNSSAB's Children's Services Department, in collaboration with licensed childcare providers, began planning for designated Emergency Childcare services for eligible health care and essential workers identified in the Province of Ontario's "List of Workers Eligible for Emergency Childcare" who live and/or work in the District of Nipissing.

On March 27, 2020, DNSSAB also released a needs survey related to emergency childcare. This survey helped to establish the need in our district in order to plan accordingly. The survey link was shared with over 2300 families, health care providers, licensed childcare agencies and community partners.

Results from this survey confirmed that the demand for emergency childcare services exceeds the number of childcare spaces available; therefore DNSSAB has established a priority list for health care and essential workers, as described in Appendix A.

In preparation of the Emergency Childcare Policy, DNSSAB consulted with other CMSM/DSSABs in order to gain a better understanding of the approach taken by other service system managers providing emergency childcare services.

For additional details related to Emergency Childcare Services please refer to Briefing Note CS02-20.

IMPLEMENTATION/COMMUNICATION PLAN:

In order to ensure transparency, a copy of the priority list is included as part of the application process for emergency childcare services. All applications are date/time stamped in order to ensure that families are treated in a fair and equitable manner in accordance to the established criteria.

DNSSAB will ensure that ongoing communication and messaging regarding emergency childcare services is handled in a proficient manner through various methods (i.e. website, Facebook, press releases, etc.) which in turn will ensure that the necessary information reaches health care and other eligible frontline workers throughout the district.

| District of Nipissing Social Services Administration Board | | | |
|------------------------------------------------------------|------------------------------|---------------|------------|
| Department | Children's Services | Policy Number | 5CS-ADM-13 |
| Policy | Emergency Childcare Services | | |
| Effective Date | April 6, 2020 | Review Date | |

1. **Policy Statement**

In response to the province's steps to support health care and frontline workers during the COVID-19 outbreak, DNSSAB's Children's Services Department will plan for designated emergency childcare services for health care and essential workers identified in the Province of Ontario's "List of Workers Eligible for Emergency Childcare" who live and/or work in the District of Nipissing.

DNSSAB recognizes that the best option for the community at large is to have children remain at home, if possible. Emergency childcare is exclusive to families whereby all parents/guardians must report to an official work location to perform work duties without the ability to work from home, and who have no other alternatives for childcare.

Emergency childcare services, available to children up to 13 years of age, is funded by the Province of Ontario at no cost to the family subject to availability of licensed childcare spaces. The emergency childcare placement will be managed through a centralized application process for all sites. As the level of demand exceeds the capacity to provide care, DNSSAB has established a priority list for health care and essential workers.

DNSSAB will continue to work with licensed childcare service providers to expand the delivery of emergency childcare based on the demand.

2. **Goals, Objectives and Purpose**

- Support immediate and future access to licensed childcare for health care services and frontline workers who respond to emergency situations and the COVID-19 pandemic.
- Sustain core services that promote the safety, health and wellbeing for vulnerable individuals and the community at large.

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- Plan for a variety of reliable and stable licensed childcare options.
- Limiting the spread of COVID-19 through enhanced health practices and requirements that align with the Ontario's Ministry of Health's [COVID-19 Guidance: Emergency Childcare](#). Enhanced precautions include, but are not limited to:
 - Daily screening of children, parents/guardians and staff
 - Increased disinfection
 - Reduced group sizes
 - Limiting access to the childcare centre to childcare staff only
 - Reduced number of individuals on site
- Plan for flexible emergency childcare services (i.e. full-time, part-time, on-call evening, weekend and/or overnight care, etc.).

3. **Persons Affected**

- Essential workers working and/or residing in the District of Nipissing.
- Licensed childcare agencies identified in the District of Nipissing's Emergency Childcare Plan.

4. **Restrictions**

- Only existing licensed childcare settings may be considered for the delivery of emergency childcare services.
- All requirements set out in the Childcare and Early Years Act, 2014.
- All current ministry policies and guidelines must be followed.
- The local Medical Officer of Health must be consulted and supportive of all emergency childcare settings.

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- Only licensed childcare sites identified in the District of Nipissing's Emergency Childcare Plan may deliver emergency childcare services.
- No site can exceed 50 individuals per the province's declaration of emergency. (Note that this number may change as the pandemic situation evolves).
- Emergency childcare will only be provided to families whereby all parents/guardians in the home must report to an official work location to perform work duties without the ability to work from home and who have no alternatives for childcare.
- Emergency childcare arrangements are in place as long as the Premier's order is in effect. Once the order has been terminated, emergency childcare arrangements will be terminated, and the family's regular childcare arrangements will need to resume.

5. Process

- DNSSAB will monitor demand for emergency childcare services through the online application process.
- Families may apply for emergency childcare by completing the online application form which can be found on DNSSAB's website.
- DNSSAB will prioritize applications, verify employment, complete intake requirements and contact families when a childcare space becomes available.
- Emergency childcare spaces will be available to families whereby all parents/guardians in the home must report to an official work location to perform work duties without the ability to work from home and who have no other alternative for childcare.

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- Families will receive services on a “first come first served” basis within the priority areas listed below based on the needs of families and in accordance to the following :

Priority One:

- An individual who is,
 - i. a regulated health care professional, or
 - ii. an unregulated health care provider working in health care delivery, either directly or indirectly.
 - 1a** for example: physicians, nurses, paramedics, personal support workers, long-term care workers, etc.
 - 1b** for example: coroners, public health staff, pharmacists,
This also includes all essential frontline, administrative and support staff.
- An individual who works in a childcare centre authorized to operate pursuant to this Order.

Priority Two:

- Police officers and members of a police force and other than a police officer, as defined in the *Police Services Act*.
- Firefighters and those engaged in providing fire protection services or employed in a fire department, as defined under section 1 of the *Fire Protection and Prevention Act, 1997*.
- Those working in a correctional institution or an individual employed in the Institutional Services Division of the Ministry of the Solicitor General,

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including a person employed in a correctional institution as defined in section 1 of the *Ministry of Correctional Services Act*.

- An individual employed in the operation of,
 - i. a place of secure custody designated under section 24.1 of the *Young Offenders Act (Canada)*, whether in accordance with section 88 of the *Youth Criminal Justice Act (Canada)* or otherwise, or
 - ii. a place of secure temporary detention as defined in subsection 2 (1) of the *Child, Youth and Family Services Act, 2017*.
- Persons employed in the Direct Operated Facilities Branch of the Ministry of Children, Community and Social Services.
- An employee of Compass Group Canada Ltd. who works at or provides services in relation to the Cook Chill Food Production Centre.
- An individual employed in the Ministry of the Solicitor General who performs one or more of the following functions for the Institutional Services Division or Community Services Division:
 - i. Performing electronic monitoring services.
 - ii. Performing CPIC searches.
 - iii. Preparing community supervision orders.
- An animal welfare inspector appointed pursuant to the *Provincial Animal Welfare Services Act, 2019*.
- An individual who performs work that is essential to the delivery of core services in a municipality or First Nation community, as determined by the municipality or First Nation.

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- For example, this would encompass essential workers working in workplaces deemed to be essential by the Province of Ontario (i.e. retail and wholesale, supply chains, transportation, food services and accommodations, constructions, etc.)
- An individual who performs work of a critical nature in their service area or community, as determined by the Minister of Education or his delegate in consultation with the relevant service system manager or First Nation as those terms are defined under the *Childcare and Early Years Act, 2014*.
- Once a family chooses a childcare option, the family will be asked to complete the application with the licensed childcare agency.
- The licensed childcare agency will confirm the start date of the emergency childcare placement, will help monitor eligibility by reporting any changes to the Children's Services Representative.
- When an emergency childcare space becomes available, if a parent/guardian turns down the space they will be removed from the waitlist until they reapply.

6. References and Related Statements of Policy and Procedures

- [Childcare Early Years Act, 2014](#)
- Province of Ontario's [List of Workers Eligible for Emergency Childcare](#)
- Province of Ontario's [List of Essential Workplaces](#)

BRIEFING NOTE

HS10-20

For information or For Decision or For Approval

Date: April 22, 2020

Purpose: Reaching Home 2020-21 - RFP

Prepared by: Stacey Cyopeck, Manager, Housing Programs
Tyler Venable, Supervisor, Housing Programs

Reviewed by: Catherine Matheson, CAO

Recommendation:

That the District of Nipissing Social Services Administration Board (DNSSAB) approves the report HS10-20 and authorizes the recommended disbursement of funds for the Reaching Home 2020-21 fiscal year.

Background:

- Reaching Home is a community-based program aimed at preventing and reducing homelessness by providing direct support and funding to Community Entities. In the Nipissing District, the DNSSAB is the Community Entity for Reaching Home.
- As the Community Entity, the DNSSAB is responsible to ensure that a proper procurement process is followed. Moreover, the DNSSAB works with the Community Advisory Board (CAB) who ultimately recommends projects for funding to the DNSSAB.
- All funded projects under Reaching Home must meet the District of Nipissing Homelessness Plan 2019-2024 and the Reaching Home Directives.

Report:

- A total of three proposals were submitted to the DNSSAB for 2020-21 Reaching Home funding.
- On Friday, March 27, 2020, the CAB – RFP Selection Committee held a teleconference to select the projects to receive the Reaching Home funding for the fiscal year in the amount of \$134,277.56.
- The CAB - RFP Selection Committee is composed of 6 community partners (NB Legion, NBPS Health Unit, LIPI, Ojibway Women's Lodge, DNSSAB Ontario Works & NB Nurse Practitioner-Led Clinic) and was overseen by DNSSAB's Contract Specialist and the Supervisor of Housing Programs. Unfortunately, due to the COVID-19 pandemic two

members were not able to participate (Ojibway Women’s Lodge and NB Nurse Practitioner-Led Clinic).

- Following the proposal evaluation process, the proposals were ranked as follows:
 1. Crisis Centre: Futures – Transitional Supports
 - Provides 30 hours of staffing on a weekly basis to provide accompaniment to off-site activities and appointments that will support life skills development taught at the Futures program.
 2. Crisis Centre: Four Elms – Shelter Supports - Rehousing
 - Provides 24 hours per week of flexible staffing hours (days, evenings, and weekends) to support clients to secure and retain housing.
 3. North Bay Indigenous Friendship Centre – SUSWIN
 - Continuation of staffing to assist individuals who are homeless or at-risk of homelessness to move into safe and acceptable housing with supports delivered in a culturally-responsive, flexible and safe manner.
- At the recommendation of the RFP Selection Committee, the Reaching Home funding would be awarded as follows:

| Organization Name | Project Title | Funding Amount Requested | Funding Amount Approved |
|----------------------------------------|-----------------------------------------|--------------------------|-------------------------|
| Crisis Centre North Bay | Transitional Housing Supports (Futures) | \$57,387.44 | \$57,387.44 |
| Crisis Centre North Bay | Shelter Supports; Rehousing (Four Elms) | \$44,531.87 | \$44,531.87 |
| North Bay Indigenous Friendship Centre | SUSWIN | \$84,900.00 | \$32,358.69 |
| | | \$186,819.31 | \$134,277.56 |

Risk Identified and Mitigation:

In order to ensure that the DNSSAB is in compliance with the Reaching Home Directives, the DNSSAB must enter into contractual agreements with the selected organizations at the commencement of the fiscal year. The DNSSAB recognizes that not every proposal received their requested funding amount, therefore, staff will work with those organizations to ensure that the funding can still be utilized effectively.

Conclusion:

The projects that will receive Reaching Home funding will assist the community in meeting the outcomes identified in the District of Nipissing Homelessness Plan 2019-2024. The funding that will be disbursed to successful community partners will allow for their continued programming that will further foster the prevention and reduction of homelessness within our District.