

# Early Years Group

The Early Year's Group is funded through the West Pilbara Communities for Children Initiative, supported by Shires of Roebourne, Ashburton, PRDVC and lead agency Regional Development Australia Pilbara.

## Early Years Group Committee Meeting Minutes

**Date:** 8 December 2011  
**Time:** 9.30am  
**Venue:** Karratha Baptist Church Hall, 77 Gawthorne Drive, Millars Well

**Attendance:** Shannon McCarthy (KEYG), Letitia Keays (YMCA Hubs), Gayle Mitchell (KCH), Kelly Paul (LINK), Irene Long (The Smith Family), Anushka Bandaranaike (Pilbara Population Health), Melinda Benson (Pilbara Population Health).

**Apologies:** Leanne Gaiter (WPC4C), Daphne Trevurza (The Smith Family), Emma Hazelton, Marina Couchman (Walkington Theatre), Natalie Dewson (CoS – LINK), Mel Curran (DCP)

Item No	Topic	Action/ Progress	Progress Outcome
1	<b>Opening</b> Meeting opened at 9.35am. Shannon welcomed all present.		
2	<b>Matters for Decision</b>  2.1 Previous Minutes <ul style="list-style-type: none"><li>November minutes were presented to the committee for acceptance</li></ul> Moved: Letitia Keays Seconded: Gayle Mitchell		

Item No	Topic	Action / Progress	Progress Outcome
3	<p>Matters for Discussion</p> <p>3.1 Correspondence In</p> <p>    3.1.1 DCP workshop flyer</p> <p>    3.1.2 Early Years Facilitator Role in Warburton Information Flyer</p>		
4	<p><b>Updates</b></p> <p><b>4.1 West Pilbara Communities for Children</b> (Shannon McCarthy for Leanne Gaiter)</p> <ul style="list-style-type: none"> <li>• The WPC4C team has successfully launched the West Pilbara Children and Families Directory last Friday 2 December 2011. 500 copies have been printed and are being distributed throughout the West Pilbara.</li> <li>• Leanne is currently attending the Communities for Children national conference in Adelaide.</li> <li>• Two new programmes have now been signed up: <ol style="list-style-type: none"> <li>1. Playgroups WA are starting a supported play group in the Karratha area next year for sufferers of post natal depression., and are looking to KCH to hold this.</li> <li>2. Roebourne PCYC has started a School Garden at Roebourne Primary School with the assistance of the teachers and community members.</li> </ol> </li> <li>• Possible new programmes: <ol style="list-style-type: none"> <li>1. Leanne and Shannon met with Aboriginal Family Law Services from Port Hedland in early November, who are looking to run a Healing Hands Programme in Roebourne, with a view to taking it further to Karratha, Onslow, and Tom Price. The team have been running the programme in South Hedland and from the numbers attending are happy with its success.</li> <li>2. Leanne spoke with Murray Masters from Family Planning</li> </ol> </li> </ul>		

WA about the possibility of running the Core of Life Programme in the West Pilbara. He believes the programme can be modified to be delivered to students in years 6 and 7.

**4.2 YMCA Hubs** (Letitia Keays)

- Letitia has been away, so Daphne has continued the Homework programme at Pegs Creek, and Kate Glover has stepped in at Tambrey.
- Focus is now on school holiday programmes which will be run at Wickham, Roebourne, Pannawonica and Dampier. Christmas craft activities will be conducted in the coming weeks to promote parent/child interactions.
- Letitia is in the process of securing venues (for January) to spend 3 day blocks in the smaller towns around Karratha to deliver activities. Flyers will be made to be distributed to contacts by Shannon.
- The School Readiness Programme will go ahead in Wickham next year.

**4.5 Pilbara Population Health** (Anushka Barandaike and Melinda Benson)

- One child health nurse and one social worker will be working from the Pam Buchanan Centre when it opens.
- The team is in the early planning stages for next year. Several staff are trained in the Positive Parenting Programme (PPP), which is hoped to be rolled out next year as a seminar series, with 3 x 2 hour weekly sessions. PPH will be looking for a coordinator for PPP. There is also funding for a training course in PPP which is to be used by 2013.
- As sleep has been identified by parents as an issue, Zena and Raelene are looking to run a sleep program next year.

**4.6 The Smith Family** (Irene Long)

- TSF will be moving into the room across the hall which used to

Shannon to distribute flyers to EYG contacts.

be occupied by Child Australia, and Pilbara Community Legal Service will be expanding into the office space where TSF and LINK were.

- Irene indicated one issue being faced is determining how many trained people want to deliver packs and how many packs they require, as they have over 260 packs to be distributed.
- Daphne is now able to facilitate the Let's Read training, and will be holding a session next April 24.
- TSF has been able to provide Christmas presents for the Learning for Life Scholarship recipients, sponsored by Rio Tinto.

**4.7 Shire of Roebourne** (Kimberly McColl)

- Please see attached update

**4.8 LINK** (Kelly Paul)

- LINK will be moving to the Pam Buchanan Centre on December 20. Future activities include a welcome morning tea when school goes back in February (one for families and one for service providers), Circle of Security being rolled out in the new year, and Magic 1,2,3 workshops. Protective Behaviours workshops will take place around March/April next year, facilitated by Andrea Muslin, with a 2 day professional development workshop, and parent workshops being held in the evening.
- Kelly is currently putting together the next newsletter/poster and asked anyone who wishes to add anything to it to send their information through. Exact dates are not required, expressions of interest in potential events or programmes are fine.
- Kelly advised that she will be available to assist in a handover when a new LINK coordinator is appointed.

**4.9 Karratha Community House** (Gayle Mitchell)

- KCH are waiting on confirmation from SoR as to when they can move into the Pam Buchanan Centre. They have secured two playgroup rooms and two workshop rooms, as well as office space in the reception area.

Please let Irene or Daphne know if you are able to deliver packs and how many you require.

Please send Kelly any information that you may wish to be included in the LINK newsletter.

	<ul style="list-style-type: none"> <li>• KCH is looking to work with playgroups WA to hold a supported playgroup for sufferers of post natal depression, and possibly a supported playgroup for families with children who have a disability, including Autism Spectrum disorder.</li> <li>• A full time administration officer and manager will be employed in the New Year. The last AGM resulted in the forming of a new board which consists of 4 office bearers and 6 voting members.</li> <li>• KCH will be hiring out rooms, with a community rate and a corporate rate, and possibly office space for a small organization.</li> <li>• The catering will be managed by Bev, who has created a home-made menu for the café.</li> </ul> <p>The meeting closed: 10.35 am</p>		
5	<p><b>Next Meeting</b> Scheduled for Thursday 8 December 2011</p>		

### Action Table

No	Action Item	Progress Outcome
1	Shannon to distribute flyers for YMCA hubs	
2	Please let Irene or Daphne know if you are able to deliver Let's Read Packs.	
3	Please send Kelly any information you wish to be included in the LINK newsletter.	

## West Pilbara Communities for Children



Funded by the Australian Government Department of Families,  
Housing, Community Services and Indigenous Affairs