



NOVA SCOTIA EARLY CHILDHOOD  
DEVELOPMENT INTERVENTION SERVICES



**NSECDIS**  
**Annual Report**  
**2016 - 2017**



Dr. Gerard Kysela



## A Message from Our Outgoing Chair...

It has been a term of evolution and progress as the “first” Chair of the Board of Directors of the Nova Scotia Early Childhood Development Intervention Services. I am so pleased to see that our new coordinated program is now well grounded in the “structure” to provide the service families require when they have children with developmental delays and a “comprehensive and consistent caseload management system” that includes a service level system that is responsive to families’ changing needs. From the Families we serve, to our Staff, to our Board Members, to our Community Partners, to our Provincial Government, there is a genuine groundswell and focus to provide province-wide specialized services to families of young children between birth and school entry who are experiencing delays or difficulties in their development within the Province of Nova Scotia. We should be all very proud of the progress we have made - **together!**

### Programming/Practice Matters

- *Caseload Management Working Group* - from piloting the Caseload Management system - to revisions - to a final version of the Caseload Management system that was launched one year ago, this Working Group is to be commended for a job well done.
- *Programming and Documentation Working Group* – This Group is to be applauded for great data collection during provincial consultations across the regions with mapping our home visiting practices. A model framework has now been drafted based on the consultation information and blended with best practice research.
- *Occupational Health and Safety Working Group* – This Group has been busy finalizing standards in important areas for staff and family safety along with ensuring a healthy working environment. Next steps will be to formalize a Joint Health and Safety Committee.
- *Community Partnerships Working Groups* – Regional Community Partnership Working Groups are being formed across the province and will be focusing on identifying gaps and exploring strategies to strengthen local and regional partnership. Strategies for provincial partnerships will also be explored. NSEC DIS values all these partnerships on behalf of the children and families we serve.

### Professional Development

A two-day training event was held at Liscombe Lodge for all of our outreach staff on October 20 & 21st. The topics included Reflective Practice, Infant Toddler Mental Health, ASQ SE training and the development of program plans to support children with mental health concerns in the early years. Guest Speakers were Dr. Chaya Kulkarni - Mental Health in the Early Years - and Nancy MacDonald - Reflective Practice . All of our Developmental Interventionists also participated in online training on Parent Coaching through the Hanen Early Language Program. Ongoing regional training opportunities also took place over the past year as new standards and procedures were introduced.

## Financial Matters

Our budget for 2017/18 has been submitted to the Department of Education and Early Childhood Development and I am pleased to confirm that it has now been approved. Krista Thibault, Treasurer on the Board of Directors, along with our Central Office Team, continue to develop the financial framework for our organization. Thank you for all your hard work. Krista will be stepping down from the NSECDIS Board this year and we are very grateful for the time and dedication to early intervention she provided over the past 5 years. Her transition from the Treasurer role of one of the largest early intervention programs to supporting the start up and first few years of NSECDIS was an important support to our organization at a critical time. Thank-you Krista!

## Union Matters

Collective Bargaining has begun between NSECDIS & CUPE Local 5054 and we hope to have a Collective Agreement this fall. I would like to thank the NSECDIS Bargaining Team and the CUPE Team for their work in developing a mutually beneficial collective agreement that will strengthen our program.

## Looking Ahead

I will now be serving as Past-Chair of the Board. There are still so many more exciting projects and challenges as we continue to develop our specialized services for families of young children with developmental delays and I am *so pleased* I can continue to make a contribution. Looking behind, I revel at the work that has already been completed. Looking ahead, I am confident that we have the best Team supporting these families. I want to once again thank the dedicated staff led by Patty Monaghan, the Board of Directors and the Committees, the Provincial Government for their support, the Volunteers and of course, the Donors. I am very confident that your new Chair of the NSECDIS Board of Directors, Bev Cooke, will continue to strengthen the primary focus of this organization – ***“Working Together to Support Families of Young Children with Developmental Delays”***.

Respectfully submitted by Dr. Gerard Kysela, Chair



# A Message from Our New Chair...

**Bev Cooke**



I am honoured to know the trust and faith the Board of Directors have bestowed in me as the incoming President/Chair of the Nova Scotia Early Childhood Development Intervention Services. With all the opportunities and challenges that come with my acceptance to serve in this capacity, I am of the belief that this journey will be seamless due to the collective expertise and dedication of our returning Board Members including our outgoing president Dr. Gerry Kysela. The offices we hold as a Board of Directors, confer on each of us our obligation to NSECDIS including our need to continue to promote and advocate. As I congratulate our “inaugural” Chair for taking on his role with such enthusiasm and determination, I know without a doubt that Gerry will continue to be an invaluable asset by providing leadership and guidance at the governance level.

I would also like to take this opportunity to acknowledge the tremendous initiatives that have been undertaken over the last year as outlined in Gerry’s report. The successes can be attributed to our professional and dedicated staff under the direction of Patty Monaghan and our Regional Directors. It is apparent that both individually and as an organization we are truly engaged in “Working Together to Support Families of Young Children with Developmental Delays”. We should remind ourselves more often that what we do every day is an expression of our commitment to families and to strengthen our Team and improve consistencies throughout the program.

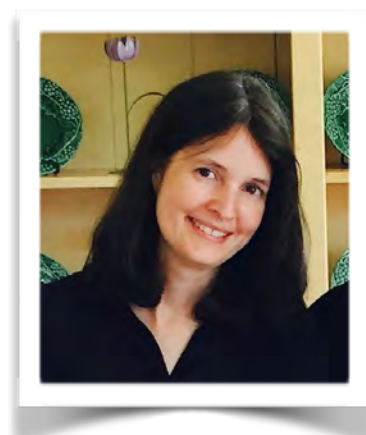
The Board and our management team have a lengthy and ambitious list of goals going forward that will continue to require a substantial commitment from all of us. It will also require a continued willingness to work cooperatively with each other, our provincial government, and other strategic partners as we strive to better serve families throughout Nova Scotia.

Congratulations to the Team for 2016-2017 and I look forward to working with each of you during the upcoming year.

Respectfully submitted by Beverley Cooke, In-coming Chair

# A Message from our Executive Director

## Patricia Monaghan



It has been an exciting year of development and growth for early intervention services in Nova Scotia. NSECDIS has been continuing to grow and move through the stages of a significant transformation to a more coordinated service delivery approach that is unique in Canada. We would like to thank the Department of Education & Early Childhood Development for its continued support and their investment in families of young children with developmental delays in Nova Scotia.

The 2016-17 fiscal year was our first full year as a new organization. Our NSECDIS team have worked diligently over the past year to create a stronger more consistent program for families throughout the province. Our work this year included:

- a significant reduction in wait times for families across the province
- the establishment of a comprehensive, consistent caseload management system across our service locations that includes service levels that are responsive to families' changing needs
- an administrative restructuring took place in the Halifax Region, our largest region serving over 500 children. Three new Caseload Manager positions were created to strengthen the infrastructure supporting service delivery. In addition, an expanded intake team was created to improve the flow of intake into the program
- Caseload Management Standards, Procedures and Tools were developed and two training modules on Caseload Management and Intake Procedures were developed and delivered to staff regionally
- an expansion of ECDIS services to our Acadian Francophone communities took place with the addition of two new service locations: Port Hawkesbury and Halifax. Policies and procedures regarding French language service delivery have been developed and resources have been allocated to solidify and strengthen our commitment to providing access to early childhood development intervention services in both official languages
- our team also strengthened partnerships within our First Nations communities with the opening and expansion of our locations on First Nations reserves. Additional work and partnerships have been taking place as we strengthen our reach into all First Nations reserves in Nova Scotia.
- our staffing has expanded this year to meet the growing needs of families. We now have 97 staff across the province - a growth of 15 positions since March 2016
- NSECDIS' presence overall has expanded with 26 service locations now across Nova Scotia



2016-17 has been a busy year and we see more exciting work ahead as we focus on strengthening community partnerships, the development of our family service plan model and the introduction of a new Client Relationship Management (CRM) system.

I would like to say a very special thank-you to our skilled NSECDIS staff for their hard work, dedication and service to Nova Scotia families. Our staff are the heart and soul of NSECDIS. A big thank-you to our Regional Directors for their insights, commitment and hard work over the past year as they led and supported their regions through changes. I would also like to thank Michele Dykeman and Lori Ann Nunn in our Central office for their tireless work keeping the program running smoothly and ensuring everything is on track.

A big thank-you goes to Dr. Gerry Kysela, our Board Chair for his commitment to early childhood development intervention services. His wisdom, experience and many hours of service have been instrumental in the successful launch of NSECDIS.

We also thank our Treasurer, Krista Thibault as she steps down from our Board this year. Her work in establishing our financial framework was critical to the success of our first 18 months and has created a solid foundation on which to build our organization.

And with much gratitude, I would like to thank our NSECDIS families for the privilege of being invited into their homes everyday as we work together to support young children with developmental delays in Nova Scotia.

Respectfully submitted,  
Patricia Monaghan, Executive Director



# The Year in Review...

April 1, 2016 to March 31, 2017



NSECDIS

# The Year in Review...

(April 1, 2016 - March 31, 2017)



**1366 children & families** were being actively served through NSECDIS as of March 31st, 2017

**1449 new referrals** were received throughout the year



**11,747** hours of **home visits** were provided to families

**1471** hours of **initial home visits** were carried out to meet new families

**2736** hours of **phone consultations** were carried out with families



**5101** hours of **community consultations** were provided

**3337** hours of **team meetings** took place



# The Year in Review...

(April 1, 2016 - March 31, 2017)



**1697** hours of **clinic appointments** were attended by NSECDIS Developmental Interventionists

**383** children were **transitioned to school**



**1590** hours were spent facilitating **playgroups** for children & families

**178** hours were spent facilitating **workshops** for families and early childhood educators



NSECDIS staff attended:

**3631** hours of **professional development** opportunities

**896** hours of **committee meetings** and

**3155** hours of **staff meetings**

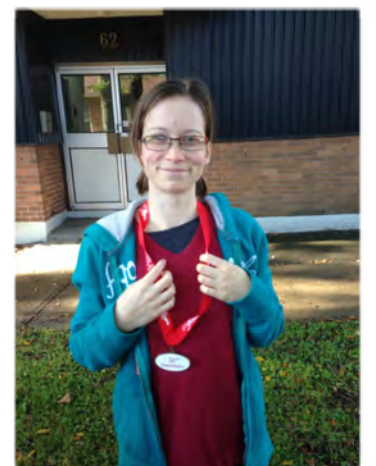
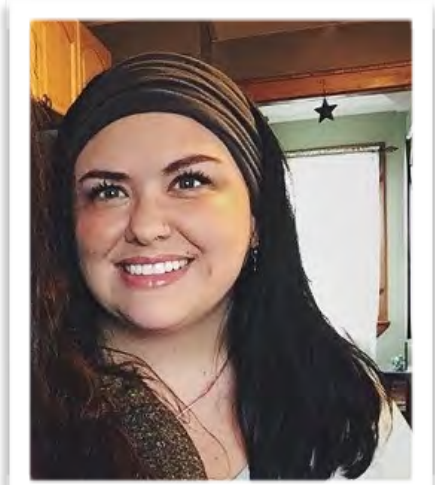


# Our NSECDIS Staff...

We are very proud of our staff at NSECDIS. Our staffing has grown over the 2016 -17 year and now includes:

Position	Description	Number per Region								Total
		CBV	S	CC	AV	H	SS	TC	CSAP	
Developmental Interventionist	Provide the direct delivery of the four core services (child development support, family support & capacity building, transition support & case coordination) to families of young children with developmental delays	10	6	13	6	23	5	3	4	<b>70</b> <b>(64.6 FTE)</b>
Caseload Manager	Supports the DIs and RD in the region in the delivery of ECDIS services with a focus on intake and caseload management, and staff support.	0	0	0	0	3	0	0	0	<b>3</b>
Regional Director	Leads and supports the delivery of ECDIS services in their region including caseload management, staff support and community partnerships	1	1	1	1	1	1	1	1	<b>8</b>
Regional Administrative Assistant	Supports administrative duties required in the region, including the day to day administration of the program and regional staff.	2	1	2	2	2	1	1	1	<b>12</b> <b>(8.5 FTE)</b>
Library Technician	Responsible for the organization of the Halifax library					1				<b>1</b>
<b>TOTAL Staffing per Region</b>		<b>13</b>	<b>8</b>	<b>16</b>	<b>9</b>	<b>30</b>	<b>7</b>	<b>5</b>	<b>6</b>	
Accounting Clerk	Responsible for functions related to accounting and payroll.					1				<b>1</b>
Executive Assistant	Responsible for providing high-level administrative and organizational support to the ED, Board of Directors, staff and the organization as a whole.					1				<b>1</b>
Executive Director	Responsible for the collaborative leadership, management and functioning of ECDIS					1				<b>1</b>
<b>TOTAL</b>										<b>97</b> <b>(88.1 FTE)</b>

# Some of our Team...



# Thank-you to our hard working, dedicated volunteers and working group members!

## Our Board of Directors:

- Dr. Gerard Kysela
- Beverley Cooke
- Krista Thibault
- Debra Sundstrom
- Dr. Theresa Fraboni
- Shirley Shot
- Dr. Sharon Hope Irwin
- Suzanne Saulnier
- Janean Marshall
- Barb Stoesz
- Margaret Ann Green
- Kirk Schmidt
- Bill Chisholm
- Chrissi Lynch



## Programming & Documentation Working Group

- Dr. Gerard Kysela
- Kate Jacobs
- Jen Briand
- Denise Lowe Whynot
- Ashley McNamara
- Tracy DesChamp
- Karen Gray
- Shannan Njoh
- Barb Crouse
- Jennifer Lewis
- Holly Wilson
- Joanne Eisnor
- Jaime Berseth
- Patricia Monaghan

## Caseload Management Working Group

- Barb Crouse
- Cindy MacQuarrie
- Dennise Sorette
- Jennifer Lewis
- Denise Lowe Whynot
- Carol Langille
- Meaghan Forster Raymond
- Beverly Murphy Goodwin
- Erin Jolly
- Kate Jacobs
- Sheena Hardy
- Siobhan MacLean-Pye
- Valerie Gullison Surette
- Genevieve Sauve
- Winnie Hutchinson
- Patty Keeler
- Wanda Jackson
- Maria Babin-Cleary
- Olivia Melnick
- Lisa Smith
- Aimee Deveau-Cassidy
- Ghislaine D'Eon
- Tracy DesChamps
- Lori Lowe
- Raquel Walsh-Savelle
- Catherine MacLean
- Patti Kent
- Laura Coish
- Teresa Huskilson
- Patricia Monaghan

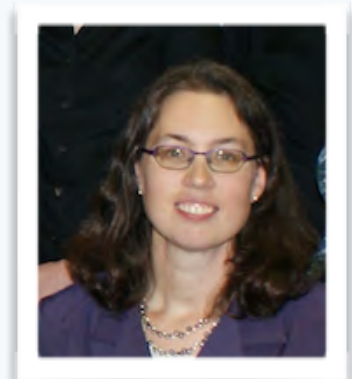
## Occupational Health & Safety Working Group

- Denise Lowe Whynot
- Erin Jolly
- Meaghan Forster Raymond
- Karen Roberts
- Lisa Smith
- Tammy Gillis Murphy
- Krista MacEachern
- Raquel Walsh-Savelle
- Tammy MacPhee
- Tina Rose
- Gayle Graham
- Michele Dykeman
- Patricia Monaghan



# Report from our Treasurer...

**Krista Thibault**



Although it was the second fiscal year, this was the first full 12-month fiscal year for NS Early Childhood Development Intervention Services (ECDIS). It has been another amazing but very busy year. We have continued to fine-tune programming, operations, and spending. This year's financial activities included:

- Preparing our first Charity Return,
- Setting up several new office locations, including relocating the Central Office,
- Moving forward with the new Client Relationships Management (CRM) system, a significant expense, and
- Preparing our second provincial budget.

This fiscal year covered April 1, 2016 to March 31, 2017.

## Revenue

Total revenue was \$5,386,000.

- The Nova Scotia government, through the Department of Education and Early Childhood Development, provided funding of \$5,004,000 for the second year of the three-year Service Agreement.
- We received a large amount of donations, over \$273,000. Most donations were transfers from the Boards of individual programs that were closing. There were a few donations from other organizations and individuals whose continued support is greatly appreciated.
- Special thanks to the Kathy Guest family for their gifts for "Families in Need" and to start a "Resource Fund."
- Special thanks to the Department of Acadian Affairs and the Department of Education and Early Childhood Development for grants over and above the Service Agreement. These were used for administration of the Francophone program, including interpretation costs, and updating the Building Blocks: Strategies for Inclusion program.

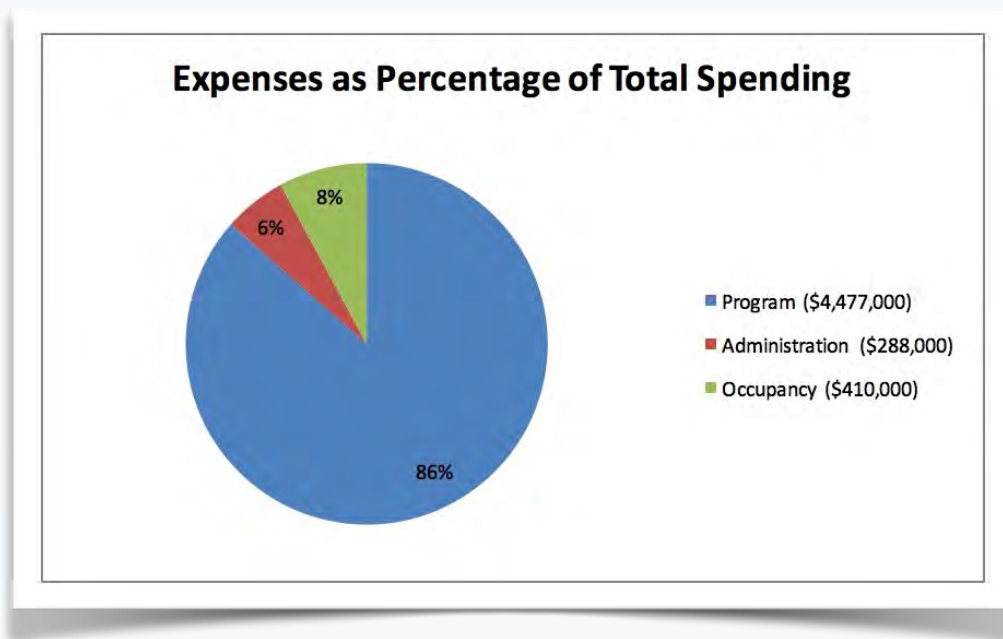
## Expenses

Total expenses were \$5,175,550.

**Program expenses** represent 86% of total spending, up from 83% in 2016. This includes salaries and benefits, travel, professional development, and programming and library resources.

**Administration costs** were 6% of total spending, down from 9% in 2016. This includes audit and legal fees, bank and payroll costs, office supplies for all locations, Directors' insurance, Board meeting expenses, and Central Office salaries.

**Occupancy costs** represent 8% of total spending, remaining constant from 2016. This includes rent for all locations, maintenance, household supplies, utilities and telephone, and tenant insurance.



## Net Income

At the end of the fiscal year, we had a surplus of over \$210,000. According to our Restricted Fund policy, this surplus has been set aside to meet future organizational requirements. In fact, seven funds have been set up that will enhance future program delivery:

- Professional Development Fund
- IT Systems Maintenance & Upgrades Fund
- Furniture & Office Equipment Fund
- Toy Fund
- Resource Fund
- Interpreter Fund
- Family Events/Playgroup Fund

## Conclusion

Thank you to all staff, members of the Board, the Department of Education and Early Childhood Development, donors, and partners for your co-operation in being fiscally responsible. ECDIS continues to build a firm financial foundation to further its mission to assist families of young children with developmental delays.

Respectfully submitted by Krista Thibault, Treasurer

# Thank-you to our Donors...

Province of Nova Scotia

Bonvie-MacDonald Rinks to Links Celebrity Golf

Cecile Comeau

CIBC Children's Foundation

Clarence Guest

Doreen Smith

Dr John Chiasson

Elizabeth Smith

Erin Clahane

Fred and Edith Greene Foundation

Greta & David Otto

Halifax Antique Car Club

Halifax Children's Aid Foundation

Halifax Progress Club Charitable Foundation

Harry & Joanne VanderLinden

Helen Moser

Jamie & Mary Jean Muir

Kathleen MacMillan

Kinsmen Club of Antigonish

LeeAnne White

Lena Stewart

Lisa McKenzie

Lori-Ann Nunn

Margaret Holmes

Masonic Foundation of Nova Scotia: Lawrencetown

Master's Hand Ministry Pictou Co

Michelin - Pictou Co

Municipality of The County of Antigonish

Nadine Cooper Mont

Nigel & Pauline Kemp

Norman & Sharon Wiens

Nova Scotia College of Early Childhood Education

Palookas Charitable Foundation

Parsons Investments Ltd

Pauline Himmelman

Peace of Mind Heating & Services

Pictou County Antique Car Club

Pictou County Progress Club

Robin & Celeste Johnston

Royale Floors and Surfaces

Sisters of Saint Martha Antigonish

Smile Cookie Campaign, South Shore area

Stephen Anthony

Thorburn Consolidated School

United Way of Greater Toronto

United Way of Halifax

United Way/Centraide Central NB

Wendy Martinez

Y-DUNS Yarmouth



NSECDIS