

Durham Language Community Partnership Committee Meeting Minutes of Meeting

DATE & TIME:	January 16, 2014 @ 1:00 P.M.
LOCATION:	Pickering Welcome Centre – 1400 Bayly Street, Unit 5 Pickering ON L1W 3R2
ATTENDEES:	Dika Gajic (Chair) , Cathy Condarcuri-Sain, Diane Hipkin, Geraldine Ortiz(Recorder), Hermia Corbette, John Battista, Kathy Pittman-Feltham, Maureen O'Reilly, Paul Jackson, Ron Lavoie, Sharon Munro, Valerie Molina, Linda Smith
REGRETS:	Karen McNeil, Carolyn Langdon, Mitch Litvack, Mahmood Mustafa, Carly Austin, Audrey Andrews

WELCOME & INTRODUCTION

Meeting called to order and roundtable introductions completed by attendees.

- Previous meeting minutes approved by all

CIC UPDATES

JOHN BATTISTA

Summary Of Discussion	
<ul style="list-style-type: none"> • No information is yet available for contracts within the budget year 2014 - 2015. • Looking forward to receiving proposals for short term pilot projects to complete this year. • Claims have been taking longer to due to a different process in place. It has since been rectified and all should be fine now. • Talk to your project manager about negotiation of FY2's as they are now in place and just need amended. Likely to have a decrease in funds. • PBLA training will be upcoming as a train the trainer session. Looking at funding through slippage or other means. More information requested from CIC regarding the details of the training to be provided. 	

CMAS UPDATES

PAUL JACKSON

Summary Of Discussion	
<ul style="list-style-type: none"> • The implementation year for CNC Sites will come to an end on March 31, 2014. Assessments for the next contract year which starts in April 2014 will commence. • As of April 2014, CMAS will be using an electronic format to do the CNC assessments. The process by which the assessment will take place is still being determined. • English and French anaphylaxis online courses are coming to an end in a short time. Please take advantage of them if not done so already. • Shauna Bennett is the special needs consultant. • CMAS website has been recently updated, please take time to visit it. 	

CLARS REPORT AND UPDATE

DIANE HIPKIN

Summary Of Discussion

The Durham Language Assessment Services Report with stats for April 1 to December 31, 2013 was emailed to attendees prior to the meeting. Information included:

- Monthly number of assessments completed since April 2013.
- Assessments by class referred to/CLB - it was mentioned that the most common level is between 3 and 5 and that it is the biggest hurdle in terms of knowledge to be attained by students.
- Immigrant Category and reassessment statistics for April 1 to December 31.
- HARTs waitlist by category (as of January 10).
- Child minding - it was mentioned that there is no accurate way to report on CNC at Ajax WC. Helping Hands Daycare is not under a funded contract with DCDSB, therefore unable to maintain a database on HARTs.
- Top 10 languages.
- Wait times for assessments - It was mentioned that evening assessments are not as fully booked as before.
- Gaps and Trends - It was mentioned that clients ask when they will be provided with the ESL certificate. Details cannot be provided by the assessors and the short reply is upon exit, progression or withdrawal. When to conduct a progress assessment depends on the LTP as course length varies.
- Staffing and training – assessor's meeting in November and training on the LPT.
- Events – attendance at the DIP meeting in December.
- Other - Surveys will be given out to clients during the first week of February to obtain feedback on best practices, areas of improvement and client satisfaction details.

Action Item:

Diane to check with HARTs if clients who are waiting for both ESL and LINC appear twice on waiting lists.

- It has since been confirmed that a client who is on the waitlist for both LINC and ESL will show up twice on the waitlist screen when the program is not specified. Searching the waitlist for a specific program will show the client once under each program heading.

LANGUAGE TRAINING PROVIDER UPDATES

Summary Of Discussion

- Ajax & Pickering Welcome Centres have joined an initiative for Black History Month with other Durham Community Partners.
- Upcoming income tax clinics will run for 8 weeks at both Welcome Centres. Currently confirming the availability of volunteers.
- New class started at Ajax WC for higher level students who are professionals. It is for Advanced English, levels 6-8. It is under ESL funding and students required a minimum bachelor's degree. Class runs 10 weeks, 9-11:30am on Tuesday, Wednesday and Thursdays.
- There is an increase in the need for IELTS and TOEFL classes. Students in levels 6-8 are being offered a test preparation class for IELTS and TOEFL combined. Lack of space for classes is a concern.
- As of today's meeting date, Oshawa has 137 students attending the morning and 82 additional students attending the afternoon classes.
- On January 29th a Citizenship class started at Pickering WC. It runs every Wednesday from 3-6PM.
- A Conversation class has opened in Oshawa. It runs from 2:30-4pm on Mondays and Wednesdays.

LANGUAGE TRAINING PROVIDER UPDATES

Continued...

- ESL Computer assisted learning class in Oshawa plans to reopen on January 28th. This will run from 2:30-4pm every Tuesday and Thursday.
- All DDSB LINC/ESL instructors to participate on January 31/14 Professional Development Day on Mental Health and Technology. Part of the day will be set aside for planning and focus on numeracy.
- There is a high interest for a class which would provide language training in an ESL environment with a focus on business. This would include job interviews, business etiquette, Canadian workplace culture, business communication, etc. DDSB is considering such a class as a precursor to the ELT program.
- CNC program and DCE staff member, Liliane Charbachi saved a life on New Year's Eve by using her CPR skills. A PowerPoint presentation was shared with all.
- Two LINC students, Vicky Pidgeon (Principal of DCE), and Dika Gajic presented the language training program to the Standing Committee of the DDSB. Video presentation "LINC is Home" was shared with all present.

OTHER UPDATES, NEWS OR BUSINESS

Summary Of Discussion

LINC Home Study , Carolyn Langdon - shared the following update via email:

As of January 16th:

- 13 students from Durham enrolled in LINC Home Study.
- 2 clients from Durham are on the waitlist.
- Total of 438 on the waitlist for Ontario Home Study.
- 200 "seats" were added to the LINC Home Study until the end of the fiscal year bringing the total to 1200.
- Currently in process of hiring and orientating new instructors to cover the additional seats.

Action item: Diane to check with LHS if there are designated seats for specific regions. It has since been confirmed that there are NO designated seats for specific regions. It is all under LINC Home Study.

Ron Lavoie from TESL Ontario - shared the following update:

- CLARS is in soft or hard launch in all regions except for Ottawa, Windsor, Thunder Bay and Sudbury. Those regions have attended orientation and training in November and January and will launch soon.
- Ottawa and Windsor are French regions that have not launched. Toronto and Peel/Halton are French regions already in CLARS mode. French orientation held in January.
- The CLARS team is working on ramping up assessor capacity in many CLARS Centres, including training in the various approved assessment instruments, both English and French.

NEXT MEETINGS – Dates and Locations

- Next meeting: Thursday, April 24, 2014 at 1:00
- Location: Pickering Welcome Centre
- Chair: Dika Gajic.

- Next meeting: Thursday, June 5, 2014 at 1:00
- Location: Ajax Welcome Centre
- Chair: Cathy Condarcu-Sain.