



Committee Report

To: Warden Janice Jackson
Members of the Human Resources Committee

From: Sean Morphy
Director of Human Resources

Date: July 14, 2022

Re: Human Services Financial Supervisor Job Description

Staff Recommendation:

That the Director of Human Services and the Director of Human Resources be authorized to implement the following change to the Human Services Department:

That the position of the Human Services Financial Supervisor be added to the Business & Human Services Integration Division, reporting to the Business and Human Services Integration Manager; and

That the Human Services Financial Supervisor job description be approved; and

That the recommendations as outlined be effective July 14, 2022.

Background:

On March 28, 2022 the Province of Ontario announced that an agreement had been reached with the federal government to support Canada-Wide Early Learning and Child Care program (CWELCC). The aim of the investment of \$13.2 billion dollars is to lower child care costs for families and increase access to quality licensed child care over the next three years.

A graduated approach to fee reductions will begin in 2022 as follows;

- A fee reduction of up to 25% (to a minimum of \$12 per day) for eligible children retroactive to April 1, 2022;
- A 50% daily fee reduction on average for eligible children by the end of calendar year 2022; and
- \$10 average daily child care fees for eligible children September 2025.

Rebates to parents of operators who have 'opted-into' the CWELCC program will be retroactive to April 1, 2022 for families who were using eligible licensed child care programs during that time period.

As previously reported on June 2, 2022, the Ministry of Education released [the Addendum to the Ontario Child Care and EarlyON Child and Family Centres Service Management and](#)

[Funding Guideline \(2022\) \(CWELCC Addendum\)](#) that sets out detailed requirements regarding CWELCC participation criteria that provides further detail and key information to support the implementation of the CWELCC System.

On May 2, 2022, a CWELCC Addendum Transfer Payment package was provided to Bruce County from the Ministry of Education outlining additional administrative funding of \$124,841 to support additional requirements to operationalize the CWELCC System. The Ministry of Education has also advised that previously announced administrative funding cuts will be restored.

Staffing Considerations

The new program creates additional work that will require additional staffing resources to meet the requirements of the CWELCC Transfer Payment Agreement. In reviewing the current structure and the new required skill sets, staff are recommending that a new position, Human Services Financial Supervisor, reporting to the Business and Human Services Integration Manager would best serve the implementation and ongoing operations of this work. The job description is attached.

Financial Considerations

The new position will be funded by the Ministry of Education to support the implementation and ongoing support for the new CWELCC system requirement. There are no municipal cost sharing requirements associated with this investment.

Legal Considerations

There are no specific legal considerations.

IT Considerations

The new staff will require standard issue ITS equipment and services which can be covered by the provincial funding.

Interdepartmental Consultation:

The Human Services and Human Resources departments collaborated on the development of this recommendation and report.

Link to Strategic Goals and Elements:

Goal #6 - Explore alternate options to improve efficiency and service Goal #9 - Coordinate concerted efforts to advance our agenda

Report Author:

Tina Metcalfe, Acting Director
Human Services

Departmental Approval:

Sean Morphy, Director
Human Resources

Approved by:

Derrick Thomson

Chief Administrative Officer