

# Consultant and Trainer Advisory Group

## 3/18/13

### Minutes

In attendance: Amy Warnagiris, Kathleen Swain, Brandie Gilbert, Rob Winesickle, Jessica Shiffler, Crystal Bittinger

On phone: Marjorie Ruschel, June Fisher, Darla Henry, Charlene Templin, Jo Sterner, Joan Mosier, Launa Kowalczyk, Kathy Moore, Pat Gadsden, Ceil Bartolai, Richard Washington

- Planning for Spring Events - Dates:
  - May 10, 2013 – CWRC
  - May 23, 2013 - Norristown
  - June 6, 2013 – Monroeville
- Legislative updates (3 hours)
  - Need to call Cindi Horshaw for availability
  - Act 80
  - Act 91
- Safety or Concurrent Planning (3 hours)
  - Concurrent Planning-working toward simultaneous goals for children
  - May have a better audience for concurrent planning
  - Could include bulletin recommendations
  - Will reach out to SWAN
- CEUs available for entire day?
  - Legislative updates not usually CEU eligible
- Responding to the overworked participants
  - Strategies to address in the classroom
  - Maybe good for a lunchtime call
- Resource Center update
  - Something for April call
  - A quick update at Spring event
  - Can be put into writing and ask for questions
- Organizational Effectiveness Facilitating
  - We have something written and can pick pieces out for 3 hours
  - Resource Center staff to train
- Brochure to be ready in April
- Volunteers for Trainer Utilization Workgroup
  - Handout given
  - Looking for 2 trainer participants
  - Dates to be posed soon
  - No criteria as to which classes are trained by participants
  - Send Amy W your interest

- Updating Trainer/Consultant Data
  - Need new trainer directory page
  - Finding that some need updated
  - June 30, 2013
    - Renewing contracts
    - Updating info
    - Resource Center will send what is current and ask for updates
- Trainer Feedback Form
  - The updated form is being sent out
  - Let us know of questions
  - Will continue to send hard copy but is available online
  - Online directions are on the form
- Questions/Open Forum
  - Safety and respite care has been coming up in training
    - The safety questions that we have received have been referred to OCYF for follow-up. We have not yet received responses.
- April call
  - April 17, 2013
  - Resource Center update
  - Payment processing
    - Taking longer for processing
    - Larger checks (more trainings put together)
    - Amy W speaking with Fiscal Department