

Consultant and Trainer Advisory Group Meeting Minutes
July 17, 2013
12:00 p.m. – 1:00 p.m.

Present: Amy Warnagiris (facilitator), Kathleen Swain, Marsha Lynch, Rob Winesickle, Jessica Shiffler, Carolyn Truchon (note taker) **On the Phone:** Joan Mosier, Michael Gill, Caroline Tyrell, June Fisher, Kim Gavran, Jo Sterner, Gina McCone

Discussion of plans for Fall 2013 Event:

- Reviewed brainstorming ideas from June’s meeting topics.
 - 3 days/2hrs sessions with 3 different topics
 - Does it need to be presented all in one day?
 - Put it into a fall series that would be broken into a few months in a Webinar
 - Topics
 - Enhancing Assessments Toolkit: overview of the toolkit and how to use it. Toolkit is useful in doing observations to determine possible underlining issues within a family.
 - Critical Thinking
 - Trainer Participation in QSR’s

Amy will be emailing trainers to allow them to rank the topics

Update on Trainer Utilization Workgroup:

- 3 additional meetings coming in August/September
- Use of DAPIM to determine what they want the process to look like
- Expanding Group to include county stakeholder participation – waiting for updates on this

Amy will share data from the Trainer Utilization Workgroup to trainers/consults via email

- Next Trainer Utilization Workgroup meetings: August 14th, August 26th and September 24th

Courses in Development/Pilot

- 209 – Concurrent Planning (12hr) is still in Pilot stage
- 205 – Ethical Engagement and Service for Children & Families With Hearing Loss and/or Vision Loss (6hr), still in Pilot stage
- 205 – Ethical Engagement and Service for Children & Families with Hearing Loss and/or Vision Loss (online-1hr) Still in Pilot stage
- 313 – Managing the Impact of Trauma on the Child Welfare Professional (12hr) Still in development. No Pilot scheduled at this time
- Please keep a watch for “Call for Trainers” for these trainings in the future

Update on Revision/Re-organization of the CTC Resource Book for training rooms:

- The idea is to separate the book into smaller, more usable parts to make less cumbersome.
 - Updates to the changes in laws since last revision
 - Validating information currently in the manual
 - How do we keep this updated in the future with the changes in laws? Feedback is welcome!
 - Resource book is used more with CTC trainings and activities, could what is used for that part be sectioned off to make it more efficient? Smaller version?

Amy is to pass information on to Sharon regarding revisions to the book for input

- Additional Suggestions/Discussion concerning the CTC Resource book
 - Some laptops do not have disk drives or some participants do not have access to the needed technology. Is there a better way to present information i.e. Flash drive, put onto CWRC's website?
 - The paper version will still be needed but made less cumbersome.

Questions/Open Forum:

- Jo Sterner made the group aware Barbara Nissley passed way last month
- Positive remarks made on making of boxes, materials, and training rooms.

Amy to add article to the next Trainer/Consultant Palette to remind trainers to recycle unused papers/handouts and not leave them in the training room.

- Please make sure that you let Amy know if you plan to attend the Trainer Utilization Workgroup

Upcoming CTAG Monthly Conference Calls: (all calls 12 pm – 1 pm)

- August 21, 2013
- September 18, 2013
- October – No Call – Fall Event
- November 13, 2013
- December 11, 2013
- January 22, 2014
- February 19, 2014
- March 19, 2014
- April 16, 2014
- May - No Call – Spring Event
- June 18, 2014