

Consultant and Trainer Advisory Group
9/26/12

Present: Amy Warnagiris, Jennifer Kerr, Brandie Gilbert, Rob Winesickle, Jessica Shiffler, Crystal Bittinger
On Phone: Chuck Laudermilch, Krista Heffner, Jo Sterner, Joan Mosier, Charlene Templin, June Fisher,
Kathy Moore, Karen Robos

Northeast Regional Training Room

- Pittston, PA
- Shoppes at Pittston Crossing
- Move date not yet finalized; October or November
- Landlord working on construction
- Same furniture as other rooms
- Conference room as in Monroeville
- Email to come with announcement

Northeast Training Specialist

- Maricar Nuesa—official start date is October 1
- Transition plan being discussed
- Continue to contact Jessica Shiffler until notified

National Staff Development and Training Association (NSDTA)

- Will be hosted by PA in October 2013
- Location chosen is Hershey
- If you are interested in being on the planning committee, contact Amy at alw130@pitt.edu
- The call for speakers will be going out late Winter or early Spring

Curriculum

- Transferred and ready to be scheduled
 - 202: Casey Life Skills
 - 202: Planning with Youth in Transition
 - Call for trainers being sent; Brian Davis contact
 - 531: Technology in the Workplace
 - 303: Understanding Reactive Attachment Disorder

Resources in the Library

- We have printed 500 pages of books and periodicals for you to review if you are interested in knowing the resources we have available to be borrowed
- We are working on posting the listing on the website
- A modified listing will be e-mailed when available
- Sue Grove (ssg15@pitt.edu) is the contact person
 - E-mail her and she will arrange to have the resource mailed
 - Resources are loaned for a one month period
- Counties can borrow by contacting their Training Liaison or Administrator who will work with the Training Specialist or Practice Improvement Specialists

October CTAG Events

- 10/11 Mechanicsburg 3 people
- 10/17 Monroeville 1 person
- 10/25 King of Prussia 10 people
- Will be sending out the brochure as a reminder
- Brainstorming some ways to market for more success

- 2 half days instead of a full day
- WebEx
- Reminder of professional development hours

Out of Home Safety

- Nearing finalization of manual
- Wrapping up writing curricula
- Implementation date July 2013
- Continue to plan the rollout

Projected Use of Consultants

- Jen will take back to Department Lead and Regional Team Supervisors
- Majority of work is being completed by the Practice Improvement Specialists because it is directly related to the QSR
- Jen will ask for communication for projected usage

CTC Resource Binders

- Information is missing from the binders
- Are they being separated? Yes, how is being discussed
- QSR protocol is not included in the binder. Protocol is currently being revised. Will put a few in each room separate from the legal binders

Folders/Idea Catchers/Evaluations in the Training Rooms

- Can we have as inventory in the room?
- It would save money to mail each time
- This will be taken back to the CTAG Management group

Flip Charts in Philadelphia (TUCC)

- Expensive to rent
- Can we have our own there?
- Will be discussed and will follow up with the contract
- Will look into sending dry erase markers to use on the white boards in each room
- Jessica will be sending out an e-mail explaining the new closet
 - AV closet #2
 - Outside of room 322
 - Open most mornings. If not ask TUCC staff
- How do I know who the Practice Improvement Specialist is in each county?
 - On the website <http://www.pacwrc.pitt.edu/OE-RT.htm#>
 - Interactive map available

Consultant and Trainer Handbook

- Meeting 10/5, 10:00-2:00
- Contact Amy W with questions or to join the group

TOCs

- Having them evenings and weekends are wonderful

Future Topic Areas

- **Next meeting November 28 12:00-1:00**
- Follow up on training room materials
- Safety update
- Curriculum update
- Youth or young alumni co-training
- Begin to discuss Spring CTAG event

- Consultant and Trainer handbook update