

Consultant and Trainer Advisory Group
11/13/14
Minutes

Present: Crystal Bittinger, Jenny Gardner, Debbie McHugh, Andrea Merovich, Andrea Randolph, Kathleen Swain, Rob Winesickle

On the Phone: Launa Kowalczyk, Joan Mosier, Shadell Quinones, Carla Sanders

CWRC Staff Updates

- Curriculum Department
 - Curriculum and Instructional Specialist posted, reply date 11/9/14
- Organizational Effectiveness/Regional Teams Department
 - Cal Kulik, Western Team PI is retiring on 12/1/14
 - Jennifer Sobjak, Central Region PI, started 9/22/14
 - Nicole Lance, NE Region PI, started 9/22/14
 - Kim James, Central Region Team Supervisor, starting on 11/17/14
- Statewide Quality Improvement Department
 - Debbie McHugh, Statewide Resource Specialist, last day is 11/14/14
 - Eliza White, Program Development Specialist, started 10/20/14
 - Statewide Resource Specialist, not yet posted
 - Evaluation Coordinator, posted, reply date 1/4/15
 - Youth Ambassador, in selection
 - Practice Improvement Specialist, Northeast Region, in selection, est. hire date 12/1/14
 - Practice Improvement Specialist, Western Region, in selection, est. hire date 12/1/14
- Technology Development Department
 - Archanna Rajagopal, Systems Programmer, started 11/3/14
- Fiscal and HR Department
 - Jeffrey Fenice, Fiscal Specialist, started 11/3/14
- Administrative Department
 - Kari Giles, Administrative Assistant, started 10/1/14

CPSL Update

- Timeline
 - Tools and resources are on the website, including the high level overview by Cindi Horshaw on the Supervisor Resources tab; General Resources tab has the PowerPoint, Child Abuse Legislation and presentation handouts
 - Law comparison charts loading 11/14/14
 - Foundational online training rollout expected Friday, November 21
 - Target audience is caseworkers and supervisors
 - 9 modules with Module 1 required before others may be completed
 - Modules 2-9 can be taken as a series or as stand-alone courses
 - Total for the 9 modules is 13.5 hours, with OCYF currently reviewing for what may count for mandatory reporter training credit for county children and youth agency professionals
 - Mandatory/Permissive reporter training for general public is live 11/14/14
 - CPSL TOL/TA workgroup co-chaired by Rob Winesickle and Wendy Unger
 - TOL and support sessions are currently the focus, with a deadline for rollout in January 2015.
 - Practice Improvement Specialists and OCYF regional representatives will facilitate the TOL and support sessions
 - Trainers and potentially county representatives will be developed as facilitators for the TOL and support sessions during the first half of 2015

- Beth Neil is currently developing a facilitators' training for this group
 - TA will be a stronger focus of the workgroup beginning in December
- The Supervisor Coaching Skills Support workgroup is chaired by Ken Poole and also has a deadline of January 2015 to begin providing county supervisors support in implementing the CPSL amendments

New Curriculum Format

- New format to include:
 - Instructor facing guide, including delivery instructions/cues
 - Participant facing guide, with more information included than in traditional handouts
 - PowerPoint
- Materials will be organized differently, to make them a more useful ongoing tool
- Charting the Course Module 2 is piloting in this format beginning in late November 2014 through January 2015
- More information will be provided as these changes move forward

Social Media and Trainers

- Andrea Merovich presented some ideas to increase posts and usage of social media, including Twitter
- Would like to include trainers by providing general information about them as well as encouraging trainers to contribute to posts
- Social media posts must be submitted through the IT department; directions will be provided at a future date
- Please send any feedback or ideas to Andrea at anm222@pitt.edu

Questions/Open Forum

- Parking garage/facility issues were brought up for the Montgomery County and TUCC training locations
 - Request was made for trainers to notify their Resource Specialist of any issues as soon as possible so that they can be resolved and/or communicated to other trainers and participants
 - It was noted that there is a free parking along the street by the corner deli that does not have a 2 hour limit; it is located approximately 1.5 block from the Montgomery County training center
 - Trainers may request that their materials for trainings at TUCC be sent straight to TUCC rather than to their home/office address. Please notify your Resource Specialist.

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

- December 17, 2014
- January 22, 2015
- February 18, 2015
- March 19, 2015
- April 15, 2015
- May 21, 2015