

STAC Meeting Minutes  
October 6, 2014  
Department of Corrections Training Academy

Attendees:

Laura Mertens	OA
Barbara Beermann	MOSERS
Renee Wilde	DOR
Kenneth Haigler	DSS
Steven Medrow	DOC

**Old Business:**

Minutes from the July meeting were unavailable for approval.

Membership List

Renee Wilde is now the DOR representative to STAC. She came to this meeting only a couple of weeks into her new job. Welcome, Renee!

**New Business:**

The topic of the day for this meeting was favorite resources for developing training.

Laura M. – OA does a lot of self-learning. They also have vendors come in to do the training when they get new products.

Ken H. – Also does a lot of self-teaching. Trainers will often come in with a body of knowledge they are willing to share with other training staff members in the department. Ken is a member of the Association for Talent Development (ATD). Social Services gets some of their training content on videos, which they then combine with more local training material. The department's goal is to develop 16 hours of new training content each year. Ken also recommended the ATD Technology Conference.

Barbara B. – MOSERS has found that ATD focuses strictly on training, while MOSERS is also about education. They get good information from the National Pension Educational Association, which has resources and conferences. Barbara said that she appreciates the different perspectives, as much as the knowledge gained. She encouraged networking with the local ATD chapter. She also recommended Langevin Learning Services, which has a good structure of classes and training tracks. Enough training from this organization yields a formal specialty in an area.

Renee W. – Renee said she is always open to learning about new resources, so make sure to send them her way! One source DOR uses is material published by university professors, which gives increased credibility. YouTube provides material to add to a class to change it up and keep it current. DOR is going to be focusing on cancellations...why are they happening and what impact is it having? They are moving to have all training material available via webinar. Their Supervisor Survival series has been popular among staff members.

Steven M. – Steven passed out a sheet with information about the following:

- Training Magazine Network – webinars and papers
- Adobe Connect blog – blog posts on how to teach/meet using Adobe Connect.
- Faculty Focus – articles about teaching, but includes articles for in-seat, online, test development, etc.
- National Seminars – great place to get a membership and get as much info as possible from the website for future development purposes. Also, tips of the week (Excel, Grammar, and Motivation).
- E-Learning Heroes blog and website

### Around the Room

Barbara B. – MOSERS has a season of training that runs from February to November, with December and January available to re-tool for the following year. They typically teach 3 programs per week. The HR annual conference is over. Pocket Change, the new name for the basic financial education piece that has been offered, will continue to be offered, but by another part of the organization. There are three current retirement plans for staff members. MOSERS will start looking at how to train those in the 2011 plan, who will be getting within 5 years of retirement in the next couple of years. 5 years from retirement is the usual group that attends retirement seminars. And by the way, for whoever asked at the last meeting, there actually was a short time when it took *15 years* to get vested!

Ken H. – Ken has just been training. With only three trainers total, it is very hard to even meet by phone, let alone in person to discuss things.

Laura M. – Interpersonal – new Study Hall topics and new online courses will be coming out. Computers – Time and Leave classes will start in November, and Pay for Agencies will start in December. These classes are the updated SAM II/HR classes.

Renee W. – DOR trainers are all together. Close physical proximity has been helpful to Renee in getting situated in her new role. DOR has had some internal issues of confidentiality, so that is a primary focus of training at this time. They are considering incentives (like dressing down) to enrolling in class. DOR's training department has been approached by Motor Vehicles to take part in a process improvement. New

supervisor training and the Survival series are helping keep up with the management training rule.

Steven M. – DOC continues to work on developing and implementing online compliance training, along with other training modules. The department continues to work on more blended learning classes, including an onboarding class for a certain type of employee (Probation and Parole Assistants). The Prison Rape Elimination Act (PREA) is a focus of online training, requiring new training modules every two years.