



TRAINING COMMITTEE MEETING MINUTES

April 1, 2009

Members present:

Sharon Ely, Patrick Featherstone, Terry Haydon, Angela Munkers, Dayle Niemie, Deborah Schwartz, Mary Wood

Members absent:

Michael Volpe

Others present:

Joan Claypool, Jenny Cokeley, Helen Moss

Staff present:

Yvonne Fleming, Leslie Houston, Kelly Rosenau, Cheryl Sanders

MEETING CALLED TO ORDER

Meeting was held at 676 Church St. NE, Salem, Oregon, and was called to order at 1:04 pm by Dayle Niemie.

INTRODUCTIONS

Each attendee introduced himself/herself.

AGENDA

The agenda was accepted with no additional topics.

APPROVAL OF MINUTES

Minutes of the March 4 meeting were reviewed. Sharon Ely made a **motion** to accept the minutes as written. **Seconded** by Mary Wood. **Approved.**

TRAINING REPORT

Leslie Houston reported:

- 53 training classes were held in March.
- Total attendance for March was 943.
- Average attendance per class was 17.8.
- 3,262 unduplicated HCWs have been trained to date.
- 17 classes were at or near capacity prior to the event.
- The training class was held in Enterprise for the first time with 18 in attendance.
- The new procedure of guests not being allowed to register for a training class until seven days prior to the class seems to be

helping HCWs get into the classes without bumping others out.

- Professional development recipients total 73 to date. Interest has been increasing in the program.
- Leslie amended February's total attendance to 893.

STEPS UPDATE

Joan Claypool reported:

- She has been concentrating on marketing STEPS to those areas where the consumer referral rate is low.
- Project status reports were due March 15 from the CILs. Eight of the service areas either met or exceeded projected/expected eligibles to be trained by the end of the contract year. Two centers that haven't met projections state that referrals are coming forward, and they think that they will meet projections by year end. Three counties (Washington, Clackamas, and Multnomah) with low referrals think that they will train 40 people in the next two to three months. Joan met with the coordinator of Linn-Benton Counties which had the lowest referral rate in the state. They will send out mailers and follow-up with phone calls. A meeting was held with the CILs for Lincoln, Polk, Yamhill, and Marion Counties to discuss what could be done to bring in more referrals. In addition, part of the purpose for the project status report was to give the CILs a chance to request additional funds if something unusual came up in the course of the STEPS training.
- An Advisory Council meeting will be held in April.

HEMOCARE WORKER PEER MENTORING UPDATE

Leslie Houston reported:

- She attended last month's peer mentor meeting where she talked about the RRS trainings that are coming up in Clackamas and Multnomah Counties.
- One peer mentor resigned and another is on a leave of absence due to a family issue.
- Advisory Council meeting was cancelled by PCC. Nothing further is scheduled for the peer mentors as there is still the question of continuing the program in the next year, funding, and expanding the program into other areas in the state.

PVAC (PREVENTING VIOLENCE AGAINST CAREGIVERS) UPDATE

Helen Moss gave a brief overview of the PVAC program. The first focus group meeting was held in Eugene on Monday. Another focus group will be held on April 27 in Medford and on May 12 in Salem. Focus groups will be scheduled in Portland, Bend, Coos Bay, and Eastern Oregon.

ADJOURNMENT

The meeting adjourned at 1:50 p.m.

NEXT MEETING

The next Training Committee meeting is May 6, 2009, at 1:00 pm. The location is 676 Church Street NE, Salem, Oregon.

Handouts:

- Agenda
- Meeting Minutes from March 4, 2008
- Home Care Commission Training Report
- STEPS Project Report to the Home Care Commission, April 2009
- STEPS Consumer/Employer Training Statistical Report, January 2009
- STEPS Consumer/Employer Training Statistical Report, Project to Date, January 31, 2009