

PPD Committee Meeting Notes

April 20, 2021

Attendees: Becky Millard, Lucy Bolognese, Joanna VonCulin, Mark Dillenbeck, Beth Truzansky, John Cipora, Lynne Robbins, Rebecca Bishop, Sharron Harrington, Michelle Maitri-Mudita, Tricia Pawlik, Diane Hermann-Artim, Johanna Vaczy, Sonja Raymond, Rey Garofano, Joanna Houston, Ann Dillenbeck, Sara Forward

Agenda Item	Discussion/Notes
<p>Draft Training Recommendations and next steps (Becky)</p>	<ul style="list-style-type: none"> • VT unified core knowledge areas – Becky shared draft • Categories that make sense across the field from various organizations • Training content recommendations based on the core knowledge areas from Becky’s draft • Tiers – with very few exceptions, almost all of these topics could happen at any of the tiers • The challenge is getting sponsors to really think through the trainings they’re providing • What does advanced mean? – need specific definition and list of criteria for sponsors • Diversity and Inclusion statement followed by some unspecific topics and trainings- need a little more about what we’re looking for in a training • It was hard to categorize trainings – where do they fit? Sometimes they don’t fit in perfectly to a category • What info are you hoping to learn from their feedback? • Page 3- PD recs and organized by content- do we need both ways of showing the recs? Could be confusing rather than helpful; redundant • Make sure we ask a question about the tiers and whether they’re helpful and if they need to be clearer • Maybe only list out the trainings that can’t be at all the tiers; list out specifically the trainings that can exist at multiple tiers • Put really obvious sentence at beginning that the info is presented in two ways • Ask people in training eval survey what topics they would like to see at the next level; what info they’d like to take a deeper dive on • Ask people to think about their personal professional development plan and think about if the trainings listed will help them fulfill their goals • Is there any way we can preemptively make it useful and accessible for the audience? Does it resonate? Is it helpful? Who are the key users? The sponsors • Explicit work with sponsors about how to use this tool; how do we support people in using this tool

	<ul style="list-style-type: none"> • Instead of numbering, use check boxes so people will think about what they need to do before contacting • Embed something about the tiers in a visual way • Maybe make a cheat sheet (i.e. PD mapping tool) that sponsors could use in navigating the larger document for different purposes
<p>Northern Lights evaluation project (Ann and Mark)</p>	<ul style="list-style-type: none"> • Developing an evaluation plan for NL@CCV • Collaborative project between all partners and team members of NL • NL Services- career advising, PD training, customer service • Assessment tools- surveys, focus groups, interviews, direct analysis of all services • 5 focus groups planned with different audiences for each • 3 stage process- should be done by end of June • Results based accountability framework – performance accountability • Draft participant training eval survey- review and provide feedback • Could there also be a question around time of day for planning purposes? Maybe the time of day wasn't convenient • Can move demographic questions to the end possibly • Pare down questions to make it shorter • Some of the questions about the trainer and training are similar/redundant • Sponsors could view their training evals on surveymonkey dashboard (for sponsors who do a significant number of trainings) • Application of Learning checklist draft • Can participants see past trainings while filling out application of learning • Would sponsors be able to use this checklist for their own purposes? • NL PD survey of the field- pilot the draft and give feedback

Member Updates	<ul style="list-style-type: none">• Melissa- something is leaving CDD• 2 job postings for CIS and CDD coming soon• Let's Grow Kids events page has PD trainings being offered; monthly zoom with VT Dept of Health; etc• Apprenticeship conference this week• AUIC got grant from Dept of Labor to continue work• Kindergarten conference coming up next week – full attendance• Leadership training coming up• Planning meeting for Summer Institute happened yesterday- registration opens May 1• CCV will have a legal and financial course available this summer• June 1- STARS applications will be back in action; STARS is ramping back up
----------------	--