

Training Advisory Board (TAB)
Bay Area Academy
MARCH MEETING MINUTES
MARCH 23, 2007
9:30 AM – 12:00 PM
40 Douglas Drive, Martinez, CA (Contra Costa County)

Patrick Duterte, Chair, TAB; Director, Solano County Health and Social Services Department
Rodger Lum, Director, BAA

Attended:

<ul style="list-style-type: none">• Peter Barrett, Sonoma County• Amabel Baxley, San Mateo County• Dennis Bozanich, Contra Costa County• Stephanie Coram, County of San Francisco• Patrick Duterte, Solano County• Jon Pettigrew, Alameda County• Evelyn Hengeveld-Bidman, Santa Cruz County• Anne Herendeen, Monterey County• Barrett Johnson, CalSWEC	<ul style="list-style-type: none">• Suzanne Kiesz, Solano County• Linda Martinez, Santa Clara County• Helen McClain, San Mateo County• Jaime Murillo, Napa County• Mimi Rudin, Sonoma County• Linda Canan, Napa County• Lisle Smith Cohen, Santa Clara County• Robert Taniguchi, Monterey County• Judy Yokel, Santa Cruz County• Valerie Early, Contra Costa County• Judith Lefler, BAA• Erika Gonzalez, BAA
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Refreshments, Welcome, Introductions

1. Introductions around the table

Review/Additions to Agenda

1. Agenda review
2. Approval of last meeting minutes

General Academy Updates

1. Personnel Update
 - a. BAA is recruiting for both a Registration Coordinator and a Northern Training Assistant
2. Trainer Recruitment
 - a. BAA has started their recruitment for new trainers by having their first T4T given by Margie Albers. Our current trainers are working out well but in many cases it has been difficult to find affordable trainers given rising fees. Eighteen people went to the T4T and Mary Garrison will follow up with the participants and interested trainers. An initial letter will be sent to them by CalSWEC and all RTA's will be sharing trainers.
 - b. There was a high demand for the "So You Want to BE a Trainer" T4T, and CalSWEC is planning another class for early May. There will also be

a skill Development and skill developers class in San Diego on April 25-26, 2007. The demographics of the trainers are mostly county people with some experience that want more preparation. Some might be looking at retirement work or alternative paths to their careers.

3. APS training
 - a. Bay Area Academy is in their 2nd year of APS training. For every state dollar going into CWS training, APS training receives 4 cents. The training in April will focus on working with the mentally ill client.
 - b. Since APS training funding is limited, we have explored with CDSS the potential use of IHHS dollars to train APS workers given the many overlapping service and training needs of both types of workers. The June 26 APS training in Sacramento is an example of this approach whereby CSU Sacramento (recipient of IHSS Training funding) is contributing space and hospitality.
 - c. CalSWEC is interested in competing for the IHSS training contract when that contract with CSU Sacramento is up for re-bidding in several years.
 - d. CWDA will be advocating for increased APS funding for FY07-08.

4. BAA 10th year Anniversary and BASSC 20th Year Anniversary
 - a. BAA will sponsor the evening celebratory event on November 1, 2007 with BASSC participation at the Oakland Marriot.
 - b. There will be a Knowledge Management Summit at the same venue on November 2nd that will be co-hosted by BASSC and BAA. The Knowledge Management Summit will focus on local research activities that have relevance for counties and the universities, strategies and recommendations on applying evidence-based practices at the workplace and incorporating them into educational curricula. Participants will be decided by each county and may include the executive team, SIP teams, or other combinations that make the most sense for the county. Universities will also have the opportunity to discuss their role in knowledge management strategies and activities.

5. New Training Draft Regulations
 - a. CORE will now be 22 days not including SDM/CAT
 - b. The new regulations say that the BIG 7 needs to be completed within one year of employment. New hires can complete the other classes in the next year.
 - c. MEPA has a new curriculum as a 3-4 hour training.
 - d. Health Outcomes: BAA and the Northern Academy will be looking at knowledge objectives
 - e. CMI-II: this will get moved to the two year mark for completion
 - f. Faster Youth Education is in the new regulations.
 - g. Some trainings such as MEPA can be trained at staff meetings or by different training modalities as long as counties cover all training objectives.

6. Tracking Training
 - a. Some tracking will be retro and BAA can get transcripts for counties.
 - b. Counties will need to know how many new hires they have within a certain period and how many hours of training were CORE, etc.

- c. People Soft does have a tracking component that can be looked at by counties.
- d. Counties will have to retro the training data to December 2006. One recommendation is to keep a training folder for all new hires such as 490.
- e. Trilogy Integrated Resources has a Learning Management System that can serve as another tracking system. County Mental Health departments are very seriously interested in adopting the Trilogy LMS. If this technology can be expanded beyond mental health, county social services could opt to replace their current tracking systems with the Trilogy LMS.
- f. Counties should come up with a standard solution, and regulation on how it can be standardized will be coming out via ACL. CalSWEC and BAA will be working on how to standardize options for counties.
- g. RTA's will ask CWDA for support to aggregate funding.
- h. The Northern Academy uses a training passport that workers keep.

7. Undoing Racism

- a. BAA with a small grant from CalSWEC sponsored an intense 2.5 day training facilitated by The Peoples Institute. There was much discussion of institutional racism and how it infiltrates the system we work with and "why people are poor." It was mostly experiential with everyone sitting in a circle. Everyone left with a different understanding of racism. One UC Berkeley professor also attended.
- b. Six weeks after training participants will come together and share how they have used the tools in their counties. We want to see how they are using concrete and useful tools, and whether their policies and procedures reflect some changes.
- c. Managers that attended the group can bring back tangible things to make changes in a systemic level.
- d. Marketing for this event was not clear to some Staff Development staff on who should attend this event, and what was to come out of this training. They asked for a more explicit communication on the values and expectations of this type of training, desired organizational outcomes, and how future trainings could be geared towards higher level executive/administrative or managerial staff better able to effect change in their respective organizations.
- e. Now that BAA has been through the training they will be better able to work with counties to use this type of training for organizational change purposes and to market the training more effectively or strategically.

8. Visitation Summit

- a. The focus of this summit came out of most PQCR reports. Purposeful visitation is an issue in most counties and BAA decided to convene a work group to help plan the summit with this focus. George Dobbs will be the keynote speaker with an attorney speaking at the lunch hour.
- b. Counties should invite: County counsel, Child Welfare staff (especially at the higher levels), foster parents, birth parents, and supervisors. The outcome is to promote better visitation practices in counties and to assist counties in developing a work group of their own if desired.
- c. Each county will get 8 slots and the event will be from 9am to 4pm.

Hot Topics/Discussion

1. NEEDS ASSESSMENTS
 - a. Based on returns, the Bay Area counties anticipate the following new hires for FY07-08
 - i. 222-248 new Social Workers
 - ii. 34-39 new supervisors
 - iii. 16-17 new managers
 - b. 71% of the service BAA provides counties should be training while the other 29% is for capacity building. There are no consistent themes from county to county, and the annual training plan is based on the county needs assessments and discussions with staff development officers and child welfare directors. Using augmentation funding from CDSS, the Academy will be able to increase the total number of training days to 236. There will be 6 cycles of the common CORE at 24 days per cycle.
 - a. The Southern counties will want two cycles of CORE this fiscal year.
 - b. Most counties will want to start CORE in July which make three cycles of CORE. If all counties want to run a full CORE that starts in July, this would mean BAA will have completed about 88 - 96 days of the year's deliverables in the first quarter.
 - c. Some counties talked about eliminating Capacity Building Hours to bolster training. County Directors will need to agree on this as it would fundamentally change the BAA deliverables and upset counties that depend on capacity building hours to meet specific training needs.
 - d. Since CalSWEC has posted most of the CORE curriculum on the web, counties might opt to train some of the CORE classes themselves. If counties decide to train some classes then CORE will not be a full 22-days and this leaves slots for counties to have advanced trainings.
 - e. Capacity Building Hours can be provided or facilitated by our in-house staff, and occasionally we can hire outside consultants since we would pay them half of their fees in comparison to training.
 - f. BAA understands the challenges with having so many days for CORE, and would like to continue assisting counties (especially the smaller counties) to help meet all their needs this coming fiscal year. We can discuss this further at the smaller county collaborative meetings, such as CAST, RAP, and RETAIN.
 - g. BAA is asking counties to bring a list of trainings they are willing to train themselves to the county collaborative meetings.
2. The regional training academies, CalSWEC and CIMH are working with Trilogy Integrated Resources to develop a proposal to the California Department of Mental Health to implement mental health distance learning (eLearning) for county mental health departments. The eLearning proposal builds on a Learning Management System (LMS) developed by Trilogy and their partners. The goal is to make CWS/CPS-related courses available, and to build county, regional training academy, and CalSWEC infrastructures to support LMS.
 - a. LMS (Learning Management System) is an easy way to track worker training, to generate training reports for use by workers and supervisors, to schedule or register for trainings, track coursework for CEUs and licensure, and to access web-based training courses.

- b. Many counties already have tracking systems in place and may have to re-evaluate options and costs. Opt-in is completely voluntary. RTAs believe this LMS is a great tool and can be an efficient resource for working with counties. UC Davis has extensive use of distance learning and may have other options available to them.
- d. There will be a presentation of this at the Children's Meeting to show how Counties can list all their trainings, transcripts, etc.
- e. The cost is a dollar per user, per month. It is an inexpensive tool and funding can initially come through DMH for the mental health LMS – with the goal that child welfare can be included at a future date.

Next Meeting:

June 22, 2007 at 9:30 am – 12 noon (to be followed by Regional Children's Committee)
40 Douglas Drive, Martinez