



TRAINING COMMITTEE MEETING MINUTES March 4, 2009

<i>Members present:</i>	Sharon Ely, Terry Haydon, Dayle Niemie, Deborah Schwartz, Mary Wood
<i>Members absent:</i>	RC Homer, Angela Munkers, Michael Volpe
<i>Others present:</i>	Joan Claypool, Jenny Cokeley, Barbara Evans, Lyra Hall, Glenna Niemie, Kay Rockwell
<i>Staff present:</i>	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 1:05 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 February 4 meeting were reviewed. Joan Claypool mentioned that the STEPS Update states that ". . .the Captial Community Television project which will *air* on April 1" should be replaced with ". . . the Capital Community Television project which will *tape* on April 1." **Motion** was made by Mary Wood to accept the minutes with the noted correction. **Seconded** by Terry Haydon. **Approved.**

TRAINING REPORT

Leslie Houston reported:

- 45 classes were held in February with one being canceled.
- 20 February classes were at or near capacity.
- Total attendance for February is estimated at 885.
- 3,156 unduplicated HCWs have been trained to date.
- Trainer B. Gail Hillyer had surgery to amputate part of a disabled

leg After recovery, Gail will continue training.

- In Aileen Kaye's absence, Leslie presented a Fraud and Abuse evaluation from the class held in Albany on February 25.
- The Professional Development Recognition program has become very popular with HCWs.

STEPS UPDATE

Joan Claypool reported:

- In December there were 40 new first time participants in the STEPS program.
- A total of 1,196 first time participants have been trained in the STEPS program since the project start date through December 31, 2008.
- 2,227 total events have taken place from project start date to December 31, 2008.
- The STEPS CCTV taping is scheduled for April 1.
- Joan attended a Netlink on February 11 to learn how SPD is training its field staff to implement the revised In-home Service Rule.
- Joan presented a bar chart showing the number of participants trained in the STEPS program over 2007, 2008, and January 2009. The largest of number of participants trained in one month included May 2007 with 93 and October 2008 with 91.
- Joan presented a chart showing the number of "STEPS Eligibles Trained from July 2008 through December 2008" in each CIL/SA area. A total of 42% of all eligibles were trained.
- Joan presented a report on "STEPS Feedback Forms Received from July 2008 through January 2009."

HEMOCARE WORKER PEER MENTORING UPDATE

Leslie Houston reported:

- One peer mentor resigned as she was getting very involved with the Union and felt that she couldn't do both.
- The Committee needs to decide if the peer mentoring program will be continued next year. If so, funding could be an issue. Leslie has not received any referrals for the program for quite a while.

PVAC (PREVENTING VIOLENCE AGAINST CAREGIVERS) UPDATE

Leslie Houston reported that focus group questions have been reviewed

by various groups. The Training Newsletter included contact information for HCWs who might be interested in participating in a focus group. Abby Solomon reported that a notice was also posted in "Dignity Magazine" about participating in focus groups and the resource line has been notified of the opportunity.

ADJOURNMENT

The meeting adjourned at 2:30 p.m.

NEXT MEETING

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

Handouts:

- Agenda
- Meeting Minutes from February 4, 2008
- Home Care Commission Training Report
- Helping Caregivers Fight Fraud and Abuse, Albany, February 25, 2009, Attendee Evaluation Summary
- STEPS Project Report to the Home Care Commission, March 2009
- STEPS Consumer/Employer Training Statistical Report, December 2008
- STEPS Consumer/Employer Training Statistical Report, Project to Date, December 31, 2008
- New STEPS Participants Trained
- STEPS Eligibles Trained July 2008 through December 2008
- STEPS Feedback Forms Received from July 2008 through January 2009