Training Committee Meeting
12/17/04
Minutes

Attended By:	Lee-Ann Boatwright	Cristina MacGillis
	Maggie Ewald	Michele Parsons
	Jennifer Glick	Theresa Velendzas
		Karen Weingrod

The group discussed and evaluated conference 2004 (a Training Committee short term goal) as well as long term goals of committee. It was decided another conference should be put together within the time frame that would allow the committee to use the current CNA certification for the program as well as meet administrator needs for educational credits.

1. Potential Conference 2005 dates: late April, early May, or September
   a. Target audience: administrators and nurses (?social workers undecided)
   b. Fewer workshops to be offered this time, maybe only 3. Ideas include Advanced Conflict Resolution workshop, Alzheimer's Resource Center Workshop, and IOL workshop
   c. Include panelist format either at beginning or closing of conference, potentially in lieu of keynote speaker. This format needs more discussion and planning.
   d. Possible ideas for keynote speakers Madeline Borownski PhD on risk management, Linda Barile PhD, David Lennox PhD on challenging behaviors.
2. In keeping with the committee's long term goals, a content analysis of the statewide CNA curricula remains ongoing. Materials obtained will be reviewed and an effort to potentially form a focus group will be initiated.
3. Another Long Term Goal was to develop a Train the Trainer tool. This may be accomplished with the conference workshops of 2005. To be discussed further.

Tasks:

1. Jennifer Glick to look into availability of Julie Robison to aide in formation of focus group.
2. Lee-Ann Boatwright to review DPH recommended curriculum to start to develop criteria for content analysis.
3. Karen Weingrod to research Best Practices or Recommended CNA training's for group to review as part of content analysis.
4. Theresa Velendzas to look into Marriott availability for the 2005 conference s well as obtaining cost estimates.

Next meeting, February 4, 2005 at 1:00 p.m. Sigourney Street