

Minutes

Training Committee Meeting

5/16/2005
10:00 AM
Mezzanine Room
25 Sigourney Street
Hartford, CT 01605

Attendees: Richard Brown, Jennifer Glick, Lee-Ann Boatwright, Maggie Ewald, Cristina MacGillis, Laurel Wood, Cher Michaud, Theresa Velenzas

Agenda topics

Conference August 10, 2005

1. Keynote and Workshop drafts provided by Dr. Lennox for review.
2. Other workshops: Must choose and contact providers for availability.
3. Sponsorship Letter
4. Cost, space, food, logistics
5. Save the Date Flyer
6. Credentialing

Minutes

Action Items by next meeting

Conference August 10 2005

Karen Weingrod has agreed to co-chair the Training Committee

1. Drafts reviewed, Care and Case Committee to provide 3 draft cases for workshop development.
2. Contact Randy Griffin (Theresa Velenzas) and Nancy March (Laurel Wood) to check on availability for workshops.
3. Committee decided on 4 workshops if additional room can be reserved. (Desiree Pina)
4. Price to be decided based on cost of meals: Menus requested by next meeting to decide on buffet choices and to factor price for participants. (Desiree Pina) 85\$??
5. Rick Brown to provide payment of \$1,600 to Keynote on day of event.
6. Committee decided to do the same Needs Assessment again. Julie Robison to be contacted for availability. (Theresa Velenzas)
7. Needs Assessment to be posted on website for members to review. (Rick Brown)
8. Rick Brown offered to develop a website for the CWCB. Development to begin.
9. Save the date flyer needs to be developed. Rick Brown to post in next association e-mail.
The same to be requested of CANPFA.
10. Save the Date Flyers need to go out in June. Draft to be prepared for next meeting.
(Desiree Pina? Jennifer Keyes?) Rick Brown to forward notice he posts.
11. Sponsorship letter needs to be developed and sent out. Associations to co-sign if in agreement.
12. Registration for event should be mailed out by June 29th. RSVP rel to food head count
13. Commitment of support by associations and college for CEU certificates. ? CMS endorsement.
14. Credentialing to be done with NASW only and not CAN this time.

Next meeting June 6, 10:00 am Sigourney Street mezzanine.

Minutes submitted by Theresa Velenzas.