

TRAINING COMMITTEE MINUTES
Thursday, October 18, 2018

PRESENT	John 'Don' Kaminar	Arkansas Commissioner	Chair
	Kate Wren Gavlak	California Commissioner	Vice Chair
	Marcy Herman	Alaska Commissioner	
	Kathleen Murphy	New Hampshire Commissioner	
	Dr. Ernise Singleton	Louisiana Commissioner	
	David Young	Vermont Commissioner	
	Kathy Facon	DoD Representative	Ex-Officio
	Eileen Huck	NMFA	Ex-Officio
	Lindsey Dablow	Training and Operations Associate	Secretary
EXCUSED	Yolande Anderson	South Carolina Commissioner	
	Cherise Imai	Executive Director	
	Richard Pryor	Communications Associate	

ITEM 1 – CALL TO ORDER

1. The meeting was called to order at 11:00 AM EST by John Kaminar, Arkansas Commissioner and Training Committee Chair, and roll call was taken by Lindsey Dablow, MIC3 Training and Operation Associate.

ITEM 2 – AGENDA AND MINUTES

2. The agenda was approved as presented. Commissioner Kathleen Murphy (NH) motioned to approve the minutes of the October 2, 2018 meeting as amended, seconded by Commissioner David Young (VT). The motion carried.

ITEM 3 – OLD BUSINESS

3. **2019 ABM General Session – Case Study**– Chair Kaminar and Commissioner Young shared their idea for a large group Case Study session for the 2019 Annual Business Meeting (ABM). The project idea was supported by Commissioner Murphy and Commissioner Marcy Herman (AK) who cited interest in the topics and its potential to engage a larger audience.

4. MIC3's Rules Committee is currently reviewing the unique case submissions, but Commissioner Young suggested a general email to Commissioners asking for cases from their perspective states. Commissioner Murphy suggested including this item on January's Training Committee agenda. **[OPEN]**

5. **New Commissioner Mentoring Program** – Chair Kaminar opened the floor to discussion of the New Commissioner Mentoring Program. Commissioner Gavlak voiced support for the initiative but conveyed the process would need to be developed and a timeline established. Commissioner Murphy concurred there needed to be a guideline for both mentors and mentees to set expectations for both. Commissioner Ernise Singleton (LA) stated both parties need to benefit from the process. The Training Committee will add this item to their January 2019 agenda for discussion and development. **[OPEN]**

6. **Training Committee Mission Statement** – Chair Kaminar stated staff at DoD and Commissioner Gavlak reviewed the proposed language and edited. Commissioner Murphy suggested a shortened statement paragraph with bullet points of ‘Guiding Principles’ instead as Mission Statements tend to be brief. The Members agreed. Commissioner Gavlak made a motion to approve the Statement as amended, seconded by Commissioner Murphy. Motion Carried.

ITEM 4 – NEW BUSINESS

7. **Webinar Training Series** – Chair Kaminar yielded the floor to Ms. Dablow who directed Members to handout #5 in their packet. In reviewing MIC3’s Strategic Plan and creating goals for herself under the direction of the Executive Director the idea for a seasonal webinar series arose highlighting the Compact’s four areas of focus: Enrollment, Placement, Eligibility, and Graduation.

8. The Training Committee would develop the scripts and could work in collaboration with the Communications and Outreach Committee to develop videos from the scripts. To track usage, a short quiz could be taken at the end where the participant earns a certificate to demonstrate their knowledge of the topic similar to how organizations use their own internal learning modules. This would allow MIC3 to develop key performance indicators and recognize trends.

9. DoD Representative Kathy Facon supported the collaboration between committees and advised using a platform that is compatible with DoD to insure accessibility. Chair Kaminar supported the idea and advised choosing one topic/season to begin with instead of working on all four at once. Ms. Facon suggested her staffer, Patty Ewen, participate due to her background in this area. Commissioner Herman volunteered to assist with the project as well. [OPEN]

10. **Additional Collaterals** - Chair Kaminar asked members to review handout #6 in their packet. The National Office proposed creating bookmarks as collaterals that can be used at trainings or sent into the field to help disseminate information about MIC3. The bookmarks would be downloadable from MIC3’s website as well. Commissioner Murphy asked that the Committee review the enclosed samples and provide feedback at the Committee’s January meeting. [OPEN]

ITEM 5 – ADJOURNMENT

11. Chair Kaminar thanked the Members for approving the resolution recognizing the work of the National Office this past year regarding the training video and PSAs. He confirmed initial feedback from the Breakout Sessions had been positive and thanked them for their hard work over the past few months. Commissioner Murphy voiced her appreciation for Chair Kaminar’s leadership and understanding. Ms. Facon expressed her appreciation for the Chair’s efforts to follow-up and listen to the Members concerns.

12. The Committee meeting adjourned at 12:00 PM ET.

Respectfully submitted by,
Lindsey M. Dablow
Training and Operations Associate, Secretary