

**TRAINING COMMITTEE MINUTES**

**Tuesday, Jan 9, 2018**

PRESENT	John 'Don' Kaminar	Arkansas Commissioner	Chair
	Kate Wren Gavlak	California Commissioner	Vice Chair
	Margaret Seals	Iowa Commissioner	
	Clay Corley	Louisiana Commissioner	
	Kathleen Murphy	New Hampshire Commissioner	
	Kathy Facon	DoD Representative	
	Eileen Huck	NMFA	
	Richard Pryor	Operations Coordinator	Secretary
EXCUSED	Marcy Herman	Alaska Commissioner	
ABSENT	Yolande Anderson	South Carolina Commissioner	
	David Young	Vermont Commissioner	

**ITEM 1 – CALL TO ORDER**

1. The meeting was called to order at 2:02 PM ET on Jan 9, 2017, by Don Kaminar, Arkansas Commissioner and Training Committee Chair. The roll call was taken by Richard Pryor, Operations Coordinator. 5 voting members, 2 Ex-Officio and one member of staff were present.

**ITEM 2 – AGENDA AND MINUTES**

2. The agenda for the meeting was approved. The minutes from November 15, 2016 were approved with one grammatical change.

**ITEM 3 – OLD BUSINESS**

3. **Review of Strategic Plan**

**Strategy 4, Goal 4 – Update MIC3 Video.** Chair Kaminar discussed the MIC3 video and stated that there were two types of videos. The short Public Service Announcement (PSA) which would be run by the Communication and Outreach Committee and the longer more informative video to be adopted by the Training Committee. Chair Kaminar thanked Kathy Facon and DoD for their continued support in this area. Chair Kaminar informed the Committee that he would take guidance from the EXCOM on what product to work on in preparation for the 2018 Annual Business Meeting (ABM). [OPEN]

**Strategy 4, Goal 5 – Webinar Program.** Clay Corley (LA) talked about the discussion at the ABM and that they asked if this was a training or a communication product and who was the audience that we trying to educate. Chair Kaminar said that he would seek guidance from the EXCOM. Eileen Huck (NMFA) mentioned that they have already created webinars through a company called 'Site Armor' that could be utilized, Kathy Facon (DoDEA) echoed the comments and that we should also leverage existing resources by refining or replicating them. [OPEN]

**Strategy 4, Goal 6** – Chair Kaminar stated this goal would go to the Communication Committee. He further stated that the Strategic Plan document would be amended to reflect the new Committees post the next EXCOM meeting. [OPEN]

**Strategy 2, Goal 1** - This area is in progress and will be discussed later in the meeting.

**Strategy 3, Goal 2** - To be adopted by the Communication Committee.

#### ITEM 4 – NEW BUSINESS

4. **Training Committee Vice Chair** - Chair Kaminar asked for a volunteer to become the vice chair of the Training Committee. Kate Wren Gavlak volunteered and this was accepted.

5. **Training Needs Survey** - Chair Kaminar began discussing the results of the survey. He shared the possible 5 breakout points for the 2018 ABM from the survey as:

- Duties and Responsibilities of a Commissioner
- Organization structure and running of a State Council
- Case Studies
- Legal aspects and limitations of the Compact
- Support systems for military families

Facon (DoDEA), agreed with the topics but suggested that these could be freshened up and more focus paid to where the Compact has helped families.

Margaret Seals (IA) commented that maybe some tracks for Commissioners based on the level of experience could be added. Kathleen Murphy (NH) suggested that there should be follow up training up from the parent/student panel at the 2017 ABM. This type of activity needs to be replicated at the forthcoming ABM where possible. Chair Kaminar stated that he would take these points to the EXCOM for discussion. Huck (NMFA) mentioned that it may be not as easy to convene a panel in Cleveland and that alternative options may need to be explored. The option of video conferencing for panels was also mentioned. Facon (DoD) mentioned that they were already looking at developing some video along these same lines that could be used [OPEN]

6. **Training Committee Milestones** - Chair Kaminar introduced the draft training milestones that he had produced, these were very well received. Facon (DoD) suggested that names are assigned to responsibilities, Chair Kaminar agreed that this would be done following the EXCOM. [OPEN]

7. **Reviewing Materials** - Chair Kaminar asked Gavlak (CA) and Murphy (NH) to look at the current materials MIC3 use (Parent Guides/Quad Folds) to see if they needed to be refreshed or revised. [OPEN]

#### ITEM 5 – ADJOURNMENT

8. The Committee meeting was adjourned at 2:53 PM ET

Respectfully submitted by,

Richard Pryor  
Operations Coordinator