

TRAINING COMMITTEE MINUTES
Tuesday, May 28, 2019

PRESENT	Ernise Singleton Kate Wren Gavlak Kraig Kiehl Rosemarie Kraeger Yolande Anderson Pete LuPiba Kathleen Murphy	Louisiana Commissioner California Commissioner Pennsylvania Commissioner Rhode Island Commissioner South Carolina Commissioner Ohio Commissioner New Hampshire Commissioner	Chair
STAFF	Cherise Imai Lindsey Dablow Richard Pryor	Executive Director Training and Operations Associate Communications Associate	Secretary
ABSENT	Cindy Hunt Jay Ledbetter David Young	Oregon Commissioner Mississippi Commissioner Vermont Commissioner	

ITEM 1 – CALL TO ORDER

1. The meeting was called to order at 1:02 PM EST by Ernise Singleton, Louisiana Commissioner and Training Committee Chair. Roll call was taken by Lindsey Dablow, MIC3 Training and Operation Associate.

ITEM 2 – AGENDA AND MINUTES

2. Commissioner Rosemarie Kraeger (RI) made a motion to approve the agenda as presented, seconded by Commissioner Kathleen Murphy (NH). Motion carried. Commissioner Murphy motioned to approve the January 29, 2019 minutes as presented, seconded by Commissioner Kraig Kiehl (PA) The motion carried.

ITEM 3 – REPORTS

3. **Executive Committee** – Chair Singleton updated the Members on topics the Executive Committee (EXCOM) discussed at the previous EXCOM meeting including the Strategic Plan. She reminded Members to fill-out the Strategic Plan survey by the June 7th deadline. Chair Singleton informed Members the FY20 dues were electronically sent out first of May. The EXCOM is working on defining the role and responsibilities of ex-officio organizations and their representatives to the Commission.

ITEM 4 – OLD BUSINESS

4. **New Commissioner Mentoring Program** – Chair Singleton opened the discussion by presenting topics Executive Director Cherise Imai had submitted from her work onboarding new commissioners. Topics included:

- What should state councils discuss: review rules, cases encountered, educating stakeholders on the compact, roles & responsibilities of members.
- Different ways/types of communication and the time allotted to that task.
- What are some of the challenges you have encountered?

- Who do I contact if I need assistance with a case or a question?
- Record keeping

5. Committee Members expanded on those topics and added additional items. Ms. Dablow will edit the document to reflect the discussion and it will be voted on during the July 23, 2019 meeting. [OPEN]

6. **2019 ABM General Session – Case Study** – Chair Singleton informed members that after the EXCOM's retreat in April and subsequent meetings discussing the FY20 – FY22 Strategic Plan that there would not be enough time at the 2019 Annual Business Meeting to hold a General Session Case Study this year. Instead a breakout session would be held similar to the one presented in Cleveland, Ohio for attendees.

ITEM 5 – NEW BUSINESS

7. **2019 ABM Breakout Session** – The Training Committee will organize two Breakout Sessions for the 2019 ABM. The first session, *Duties & Responsibilities of a Commissioner and State Councils*, is a combination of two sessions held in 2018. These topics received high marks from attendees on the 2018 survey. The National Office and EXCOM wanted to combine the topics since there will be a substantial number of new commissioners at this year's ABM. Commissioners Kraeger, Murphy, and Yolande Anderson (SC) agreed to develop this session. The Members discussed utilizing the Compact Model Language and providing participants with examples from other member states.

8. The second Breakout Session is *Case Studies*. Chair Singleton and Commissioners Pete LuPiba (OH) and Kraig Kiehl (PA) along with assistance from Commissioner Kate Wren Gavlak (CA) agreed to work on and present this session. Discussion regarding this session included how to present the cases in an interesting manner, utilizing real life cases the Commissioners have encountered, and providing participants with multiple cases.

9. Ms. Dablow will provide each team with the presentations used last year to avoid duplication and provide material that could be modified and updated. She is also available to help as needed. Rough draft presentations are to be submitted to Ms. Dablow by the July 23, 2019 Committee meeting. [OPEN]

ITEM 6 – OTHER BUSINESS AND ANNOUNCEMENTS

10. **Items for the Executive Committee** – Chair Singleton asked Members if they had any comments or feedback for the EXCOM. There being none the Chair asked for a motion to adjourn.

ITEM 5 – ADJOURNMENT

11. Motion to adjourn was made by Commissioner LuPiba, seconded by Commissioner Kraeger. Motion carried.

12. The Committee meeting adjourned at 1:50 PM EST.

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