

Talent Development Community

Enhancing Performance through Strategic Partnerships

TDC Steering Committee Meeting	
Date, Time and Location:	November 9, 2016 1:30 p.m. – 3:00 p.m. Riffe, 31 st Floor- North Room
Facilitator:	Roderick Cheatham, Training Program Manager and TDC Lead
Attendees:	Debora Branham, DAS; Roderick Cheatham, DAS; Helena Carter, AGE; Matthew Dyer, OBM; Ray Justice, DAS; Cynthia Hill, BWC; Stan Sikorski, DAS; Casandra Richards, DAS; Teri Gardner, MHAS; Angela Thompson, MHAS; Rebecca Grace, ODJFS; Mary Cornwell, DAS; Patrick Wilson, DPS; Cynthia Orr, OJFS; Ryan Cairney, ODH

Agenda Item	Discussion Items
<i>Welcome / Introductions</i>	Introduced new Steering Committee members: Ryan Cairney (ODH) and Cynthia Orr (ODJFS).
<i>General Update</i>	Discussed the progress of the TDC webpage (FAQs now posted). Resource Survey released on 10/19, closes Friday, 11/11. Results will be analyzed by 12/4. Will be posted on web page 1/6/17. To date, only 14 responses. Patrick Wilson (DPS) will analyze and present Resource Survey results during next meeting (12/9).
<i>Communication Update</i>	<ul style="list-style-type: none"> • Post Resource Survey results to LPD web page • HR Conference is 3/14/16 • TDC Interest Form now located on web page, share with appropriate staff.
<i>Full Meeting with Agency TDC Liaisons</i>	<p>On 12/09/16 there will be a meeting with both the Steering Committee and the Agency TDC Liaisons. Meeting agenda items may include:</p> <ul style="list-style-type: none"> • An overview of the e-Learning Design and Development Guide with the liaisons to solicit feedback. • Update Agency TDC Liaisons on each of the Sub-committee key initiatives. • Share the results of the Talent Development Resource Survey. • Joe Banicki, OAKS Agency Engagement Center to provide a thirty (30) minute overview of the center and its purpose. • Develop a greater sense of community via connecting and networking amongst the Steering Committee and Agency TDC Liaisons.

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*Sub-Committee
 Key Initiatives and
 Updates*

The sub-committees selected contact person for each sub-committee and completed charter documents for their initial projects. It was decided that the charter documents will be completed before each of the various projects are launched. The sub-committees decided on the following contact persons and key initiatives:

Ray Justice, DAS: Performance Management

- **Focus:** To gather agency information and insight into performance management issues, creating new and innovative ways to assist agencies in meeting organizational, departmental, and employee goals. Competencies, coaching development and tools, training needs and assessments are within the scope of this sub-committee.
- **Key Initiative: Competency Development Guide**
 Concept initiated by the Ohio Department of Job and Family Services (ODJFS), TDC will partner with ODJFS to offer an enterprise-wide Competency Development Guide. The guide will offer development resources, tips, and tools for developing competencies.

Update: Crosswalk JFS workshops with DAS and finalize competency guide. This will not be finished before the HR Conference. However, there is a plan for a workshop around the competency guide for the conference.

Stan Sikorski, DAS: e-Learning Technology

- **Focus:** To gather, share and create information to assist the TDC in keeping pace with industry best practices related to talent development e-learning trends. Also, to develop innovative ways for promoting and engaging employees in e-learning training and development.
- **Key Initiative: e-Learning Design and Development Guide**
- To develop an e-Learning Design and Development Guide that provides a resource for the development of e-learning training content.

Update: Design and develop guide to see if feasible from ePerformance and e-Learning perspective and if beneficial to both. Guide will be available at next meeting. Also, look at feedback from surveys and request feedback regarding design (TDC theme).

Matthew Dyer, OBM: Communication

- **Focus:** Create and maintain a way to share information among the TDC members using electronic media.

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- **Key Initiative: Promote and Market TDC**

To develop strategies for promoting and marketing TDC statewide by launching various communications (e.g., brochure, newsletter, surveys, and website) featuring helpful tips, trends, and information regarding talent development.

Update: Create TDC newsletter to be shared bi-monthly. Ask-the-trainer feature to make newsletter interactive and engaging.

Kathleen Nichols, OHFA: Training and Development

- **Focus:** To aid the TDC in identifying internal and external professional development resources that can be shared statewide. Also, to brainstorm and create on-going train-the-trainer opportunities for those who deliver training within state government and resources that can be shared statewide.

- **Key Initiative: Identify Statewide Training Resources**

Assist the TDC in identifying training resources; develop a statewide resource list by January 2017, and collaborate with agencies to share training resources.

Update: Analyze results from survey and incorporate into next project (curriculum for instructional skills). Next step, 11/22 review curriculum, compare to current curriculum and determine what major rewrites are necessary.

Debora Branham, DAS: Collaborative Partnerships

- **Focus:** To connect and establish relationships between the TDC, local colleges/universities and other agencies to build collaborate partnerships. Also, to provide speakers on new talent development topics and trends in the areas of training and development curriculum.

- **Key Initiative: Collaborate with Agency Leaders to Identify Leadership Competencies**

- Collaborate with agency leaders to identify key leadership competencies and utilize statewide competencies to identify learning and development needs via targeted focus groups with senior and executive leaders. Partner with agencies and universities to develop leadership curriculum and/or identify speakers.

Update: Met with Governor's office and obtained the go ahead to move forward with the LO: Visionary Leader program concept. Follow-up meeting for final proposal with Franklin University 11/30 to discuss how they might collaborate with the Lead Ohio Visionary Leaders Program.

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<i>Community Sharing</i>	<p>Mary Cornwell (DAS) shared Learning on Demand and the many features the program offers to provide career development learning opportunities for employees, (i.e., mentoring service and college credit courses). The LOD brochures were also distributed to everyone. Many questions were received about the LOD program.</p> <p>Matt Dyer has information on his Competency Project to share at a future TDC Steering Committee meeting.</p>
<i>Next meetings</i>	12/9/16 and 1/13/17