

# Talent Development Community

Enhancing Performance through Strategic Partnerships

Talent Development Community - Steering Committee Meeting Minutes			
7.14.2016	1:30-3:00	Verne Rife Conference Center 31 <sup>st</sup> floor	
Meeting called by	DAS-HRD Office of Talent Management		
Type of meeting	Steering Committee		
Facilitator	Roderick Cheatham, DAS		
Note taker	Roderick Cheatham		
Timekeeper			
Attendees	Debora Branham, DAS Rod Cheatham, DAS Helena Carter, AGE Judith Cosgray, Library Matthew Dyer, OB Patrick Wilson, DPS	Daveen Goodman, ODOT Leslie Hannah, DAS Ray Justice, DAS Cindy Hill, BWC Stan Sikorski, DAS Casandra Richards, DAS	Steve Galloway, DRC Jonathan Rollings, OOD Teri Gardner, MHAS Angela Thompson, MHAS Dawnielle Pierce Kathleen, Nichols, OHFA (absent)
<b>OTM Strategic Focus</b>			
5 Minutes	Welcome Introductions		
Discussion	OTM strategy		
<b>TDC Agency Liaisons</b>			
10 minutes	Roderick Cheatham		
Discussion	Role of Agency Liaison		
	Exchange information, participation in Sub-Groups, larger group meetings and be an advocate		
	Provided clarification between the Steering Committee and Liaison's roles.		
<b>Communication Strategy</b>			
15 minutes	Roderick Cheatham		
Discussion	<ul style="list-style-type: none"> <li>OTM quarterly meeting: Announcement of TDC's purpose, five (5) focus areas and the Steering Committee. Development: Collaborative Partnerships</li> <li>HRD newsletter article released on 7/19 requesting Administrators to identify agency Liaison</li> <li>TDC brochures designed, printed and released at the OTM quarterly meeting by the steering committee 7/19</li> <li>TDC Webpage under construction by 7/29</li> <li>TDC Introduction Event 8/26/16 Highway Patrol Academy</li> </ul>		
<b>Activity: Sub-group Strategic Action Work/Reports</b>			
40 minutes	In sub-committees of 2 to 3		
Discussion	The sub-committees worked on their deliverables		
<p><b>Performance Management Focus:</b> The Performance Management team will gather agency information and insight into performance management issues creating new and innovative ways to ensure that organizational, departmental and employee related goals are being met. Competencies, training needs and assessments are to be considered in within the scope of this committee.</p> <p><b>Sub Group:</b> Ray Justice, DAS, Helena Carter, AGE, Teri Gardner DMH</p> <p><b>Priorities:</b></p> <ol style="list-style-type: none"> <li>1. Improve soft skills (i.e. tailoring feedback).</li> <li>2. Gather best practices.</li> <li>3. Look to future innovations.</li> <li>4. Pre/post assessments test to identify needs: a) Training Development b) Professional Development</li> <li>5. Cultural shift – PM acceptance and buy-in.</li> </ol> <p><b>Action Items:</b></p> <ul style="list-style-type: none"> <li>• Ray will report back to the group his findings from agency visits (DODD, Taxation, and Twin Valley) and will engage in discussion on all of the TDC focus areas.</li> </ul>			

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**Elearning Focus:** The e-Learning Technology team will gather, share and create information to assist the TDC members in keeping pace with industry best practices related to Talent Development e-learning trends. Also, they will develop innovative ideas on how to promote and engage employees in e-learning development.

**Sub Group:** Stan Sikorski, DAS, Daveen Goodman, ODOT, Steve Galloway, DRC, Jonathan Rollins, OOD

**Priorities:**

1. Move more state offered trainings into the eLearning.
  - Shorter module length
2. Research trends in the training industry.
3. Ensure eLearning trends are commensurate with learner's ability.

**Action Items:**

- Developed Styles and Standards Guide for eLearning. Document will be edited and sent to the full committee.
- Identify all eLearning within ELM

**Communications Focus:** The Communications team will assist in creating and maintaining effective means of sharing information amongst TDC members, utilizing tools such as SharePoint, email, and other appropriate electronic media platforms. **Sub Group:** Matthew Dyer, OBM, Cassandra Richards, DAS-OCB

**Priorities:**

1. Blow up the walls - Increase visibility of training.
2. Create user friendly messages/ list serve.
3. Periodic push/advertise information.
4. Self-sustaining communication.

**Action Items:**

- Research feasibility of a list serve for the TDC
- Matthew will reach out to Mary Cornwell on List serve and SharePoint
- Develop a captivating video to promote the TDC
- Training Tips video

**Training & Development Focus:** The Training and Development team will aid the TDC in identifying internal and external professional development resources. This team will brainstorm and create on-going train-the-trainer opportunities for those who deliver training within state government as well as a clearing house of available training materials and resources that can be shared throughout the TDC to leverage state resources.

**Sub Group:** Leslie Hannah, DAS, Patrick Wilson, DPS, Judith Cosgray, State Library, Angela Thompson, DMH

**Priorities:**

1. Identify existing resources.
2. Identify sharable resources.
3. Review T-t-T currently at DRC.
4. Report current progress to other committees

**Action Items:**

- Edit survey and send to full committee for input and additional questions to make one survey for all focus areas of the TDC
- Consider utilizing liaisons to gather survey feedback

**Collaboration and Partnership focus:** The Collaborative Partnership team will connect and establish relationships between the TDC and local colleges/universities *and other agencies* to collaborate and provide speakers on new talent development topics and trends.

**Sub Group:** Debra Branham, DAS, Cindy Hill, BWC, Dawnielle Pierce, DAS

1. Partner with agencies to identify key executive leadership competencies
2. Partner with agency leaders to identify critical leadership behaviors
3. Partner with agencies to develop statewide coaches to support leaders
4. Partner with agencies, universities and colleges to develop curriculum and identify speakers.
5. Partner with agencies to identify and establish metrics for ROI.

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## **Collaboration and Partnerships (Cont.)**

### **Action Items**

- Identified several Universities-Franklin, Mt. Vernon and Phoenix as possible partners.
- Work with Agencies to define terms such as, leadership, mentoring and competencies.
- Contact DRC Leadership Program
- Invite someone from Franklin University to share information about the Franklin Works program to the TDC Introduction Event on 8/26

### **Community Sharing Judith Cosgray**

- SOTA: Discussed the upcoming events and mentioned that there is some congruency with the organization's purpose and the TDC.

**Next meeting:** August 18, 2016; **Focus:** Sub-Committee Strategy progress

**TDC Introduction Event August 26, 2016 Highway Patrol Academy**