



TRAINING RESOURCES AND INFORMATION NETWORK MEETING MINUTES November 9, 2018

The monthly meeting of TRAIN (Training Resources and Information Network) was held at Carrs restaurant at 11006 Bridgeport Way SW Lakewood, WA 98499 beginning at 8:30 a.m.

TRAIN MEMBERS ATTENDED

Name	Government Agency
Lee Williams	Bates Technical College
Amelia Fortuno	Bates Technical College
Sun So	City of Federal Way
Kelsey Williams	City of Lacey
Robin Koch	City of Lacey
Jesse Bainville	City of Lakewood
Kelly Evans	Kitsap Public Health District
Lucretia Robertson	Kitsap Regional Library
Robert Blyden	Pierce College
Kyle McPherson	Pierce County
Maura Maye	Pierce County
Steve Campion	Pierce County Library

TRAIN RETREAT REPORT OUT

Discussion Topic	Summary and Outcome
<i>Discussion on the TRAIN retreat.</i>	<p>Small group exercises were the most valuable part of the training. The least beneficial part was the second half of the day for facilitation exercises. Overall, the group rated the training class 7.8 out of 10.</p> <p>Upcoming training opportunities offered by The Dispute Resolution Center of Kitsap County: https://www.kitsapdrc.org/</p>

FALL WORKSHOP SERIES

Discussion Topic	Summary and Outcome
<i>Updates to Management series for the fall.</i>	<p>Maura provided an update for the following topics:</p> <p><i>Feedback:</i></p> <ul style="list-style-type: none"> ○ The Practical Coach has been a great class along with Emotional Intelligence. The City of Lacey has heard feedback from staff who attended Cultural Agility and feel it is very valuable for their organization. <p><i>Issues:</i></p> <ul style="list-style-type: none"> ○ Registrants are swapping workshops with other staff within their agency and Maura does know about it which has been causing some confusion (same as other TRAIN conferences). ○ Some showing up and not registered. ○ No shows have no refunds.

	<ul style="list-style-type: none"> ○ Possible survey to those who attend so additional feedback can be provided for the next supervisor series. <p><i>Other Business:</i></p> <ul style="list-style-type: none"> ○ The January meeting will begin planning for the 2019 Support Staff Conference (2-days). ○ Review attendance policy for TRAIN meetings. <p>Action Items:</p> <ul style="list-style-type: none"> ○ Begin to poll your agency for what topics support staff are interested in for next year and report out at the January meeting. ○ If you have any additional feedback from the TRAIN Management Series, contact Maura.Maye@piercecounywa.gov
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TRAINING NEEDS AND RESOURCES

Discussion Topic	Summary and Outcome
	<p>Resource – Kitsap Regional Health District</p> <ul style="list-style-type: none"> ○ Hosting training on December 10 on De-escalation. The training will be provided by Jim Weber: http://www.jimwebber.net/ <ul style="list-style-type: none"> ▪ Contact: kelly.evans@kitsappublichealth.org <p>Resource – City of Lacey</p> <ul style="list-style-type: none"> ○ Currently preparing a training needs assessment for their staff. <ul style="list-style-type: none"> ▪ Contact: rkoch@ci.lacey.wa.us <p>Resource – Pierce County</p> <ul style="list-style-type: none"> ○ Launching Supervisor Essentials (2-day Course) in 2019 for entry-level supervisors or managers. <ul style="list-style-type: none"> ▪ Contact: Maura.Maye@piercecounywa.gov or Mary.Ransier@piercecounywa.gov <p>Resource – Pierce College</p> <ul style="list-style-type: none"> ○ Staff recently completed Active Shooter training. <ul style="list-style-type: none"> ▪ Contact: rblyden@pierce.ctc.edu <p>Training Need – Kitsap Regional Library</p> <ul style="list-style-type: none"> ○ In search of soft skills and leadership classes not targeted for supervisors. <ul style="list-style-type: none"> ▪ Contact: lrobertson@krl.org

Meeting adjourned at 9:10 a.m.