



TRAINING COMMITTEE MEETING MINUTES

February 6, 2013

Members present:

Terry Haydon, Mark King, Joseph Lowe, Janelle Sorenson, Bobbie Sotin (via phone), Lyla Swafford (via phone)

Members absent:

Jenny Cokeley, Roxie Mayfield

Others present:

Terry Cramer (via phone), Loyce Edwards (via phone), Lyra Hall (via phone), Glenna Hayes, Aileen Kaye, Helen Moss, Mat Rapoza, Rose Rogers, Johnnie Terwillegar (via phone)

Staff present:

Simone Dankenbring, Leslie Houston, Suzanne Huffman, Roxanne McAnally, Cheryl Miller, Kelly Rosenau

MEETING CALLED TO ORDER

Meeting was held at 676 Church St. NE, Salem, Oregon, and was called to order by Mark King at 1:02 p.m.

INTRODUCTIONS

Attendees introduced themselves.

AGENDA

The agenda was accepted as written.

APPROVAL OF MINUTES

Minutes of January 3, 2013 were reviewed. **Motion** was made by Joseph Lowe and **seconded** by Bobbie Sotin to accept the minutes as written.

Approved.

TRAINING REPORT

Leslie Houston presented the following *Quarterly Training Summary Report - 10/01/12 - 12/31/12*:

- 178 Classes held/5 classes canceled
- 1753 Total attendance
- 9 Average attendance per class

Leslie reported that attendance in January training classes was 800, which represents a 20% increase. The newest class, Diversity Awareness - LGBT class has been well-received with positive evaluations.

STEPS REPORT

Suzanne Huffman presented the *STEPS Statistical Report* for December 2012.

- 24 Planning Interviews – (First Time Participants) – for the month of December 2012
- 18 Client-Employed Provider program
- 0 Independent Choices
- 5 Oregon Project Independence
- 1 PC-20
- 55 First Time Participants received STEPS services
- 81.50 hours of STEPS services were received

Suzanne Huffman presented the November and December 2012 narratives and encouraged further reading.

REGISTRY UPDATE

Ron McGhee reported on the progress of the Registry re-design. He presented the points matching system for the Oregon Home Care Commission (OHCC) trainings and CPR and First Aid classes in the Registry. Ron also discussed other areas that would assist with matching consumer-employers with potential homecare workers (HCWs). The committee discussed how the point matching system works and the numeric values added to other tasks or criteria selected by the consumer.

PREVENTING VIOLENCE AGAINST CAREGIVERS (PVAC) UPDATE

Helen Moss reported that as of January 7, 2013, thirteen Preventing Violence Against Caregivers (PVAC) training classes have been held in the Portland area. Classes are scheduled in February for Eugene, Roseburg, Medford, Salem, and Albany and will be scheduled for Bend, La Grande and Coos Bay.

Helen presented the progress in outreach/recruitment:

Training/Condition	Total Trained	Goal
Expert	12	60
Peer	24	150
Computer-based	18	150

Helen said that the Expert-led classes will be dropped due to it not being feasible to keep three conditions in the study. Individuals currently scheduled for an Expert-led class will be enrolled in a Peer-led class

instead. Recruitment will continue in February and March.

ADJOURNMENT

The meeting was adjourned at 2:35 p.m.

NEXT MEETING

The next Training Committee meeting is March 6, 2013, at 1:00 p.m.
The location is 676 Church Street NE, Salem, Oregon.

Handouts:

- Agenda
- Training Committee Meeting Minutes January 2, 2013
- Training Report, Quarterly October 1, 2012 – December 31, 2012
- STEPS Consumer/Employer Statistical Report, December 2012
- STEPS Reports – November and December 2012
- PVAC Advisory Board – Training Update
- Homecare Workers Safety Training Handout