



Certified Trainer Teleconference

Attendees: SDS Staff and Certified Trainer

Meeting Minutes:

- I. Introductions (Katy Morrison)
 - a. Welcome
 - b. Introductions SDS Staff and Certified Trainers
- II. Meeting Purpose and Format (Katy Morrison)
 - a. Format is webinar every other month
 - b. SDC Advisory board is the SDS governing body.
 - i. If you want to attend the board, let Katy Morrison know.
 - c. This is for Certified Trainers
 - i. The teleconference is get updates on current training, current initiatives, and get feedback from certified trainers during the development of a training.
- III. Regional Training Representatives (Tiffany Spottke)
 - a. No new updates for new worker requirements
 - b. Phase II Transformation
 - c. Trying to communicate with certified trainer
 - i. As of 9/5 at 12:39p, Salesforce code to TRN environment. The TRN IDs did not get copied over. Therefore, you are not able to login. CBMS team is working to get all IDs into Salesforce TRN environment.
 - ii. All the training materials have been updated with the current information. If there is a training material that needs to be update, we will get them updated.
 1. Updates will be communicated as soon as we get an update.
 - iii. Receiving communication from OIT with tip sheets
 1. If not on the distribution list, let us know so you can get added.
 - iv. If TRN is not available and no access to UPA, DAT04 is available. Update will be communicated to the trainers. Use DAT04 to take the tests and grade them. Tiffany can give user IDs for DAT04.
 - v. CBMS Desk Aids are not on the SDS document library, the CBMS team is housing the tip sheets.
 - vi. For any CBMS issues, please open up an OIT ticket and send ticket number to Tiffany Spottke.
 - d. Training Supports
 - vii. Follow-up from last Trainer Network Meeting
 1. Working on a plan to incorporate all the feedback and ideas.
 2. SDS RTR Training Rep will schedule site visits, will include Medical Assistance site partners.



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- e. Staffing Updates
 - a. South Central Region RTR Training Rep posting closed last week.
 - b. New D&D: Rebecca "Becky" Nusbaum
 - c. New D&D: Bianca Ramos Carrasquillo
 - d. New D&D: Joanna Logan
 - e. New SW Region RTR Trainer, will work the certified trainers
 - i. Start Sept 16, 2019
 - f. Shout out in Garfield and Mesa County for supporting the needs.
 - g. Clair Anderson is on extended leave, Tiffany Spottke is acting as SDC Supervisor
 - h. Conni Jensen and Jen Gard-Gerber are visiting their regions the week of Sept 9th.
- f. PBT
 - i. Two ILT for Building Foundations
 - j. In the very beginning in the planning phase
 - i. Two work groups
 - 1. Workgroup #1: Pilot and next steps
 - 2. Workgroup #2: Determine approach on the PBT
 - k. This meeting to for you to give feedback, suggestions, recommendations, etc.
 - l. Review General Timeline on slide 15 of presentation
 - i. The lanes will break it down further
 - ii. Start with Expanding Foundations and chunk it out.
 - iii. Katy: Will start with Income because we will get more bang for our buck. Chunk out the Income piece and incorporate different modalities
 - 1. It will have sponsor training
 - 2. PBT think of a blended learning model
 - iv. PBT release date is Jan 1, 2020
 - v. If you are interested in piloting, send an email to Katy Morrison.
 - m. Feedback from audience
 - i. Send an email to Katy Morrison and Tiffany Spottke
 - ii. It will be broken down: Intake, R&R and Change
 - iii. Will include pay stub review
 - iv. Katy: In the next meeting will give a proposal and get your all feedback

IV. Evaluator (Crystal Baker)

- a. Thank you for your responses from the last Trainer Network Meeting
 - i. Review Slide 13 - Evaluation Results
 - ii. Added a teleconference between in person Trainer Network Meeting based off the past evaluation.
 - iii. Survey will be sent out after the teleconference and please provide your feedback
 - iv. Will be updating the Expanding Foundations Evaluation

V. Upcoming meetings

- a. Posted to TrainColorado (Trainer Territory > Trainer Network)
- b. March 3, 2020 will be updated from Boulder County to Larimer County



Summary of Action Items

| Action Items | Owner(s) | Deadline | Status |
|--|-----------------|----------|--|
| CBMS Tip Sheet URL | Regina Apodaca | 9/5/2019 | Done, URL is: All There is to Know for CBMS Transformation: https://sites.google.com/state.co.us/cbms-all-there-is-to-know/transformation?authuser=0 |
| MAGI and NON MAGI combo assessment, how to approach | Jen Gard-Gerber | TBD | Open |
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