



A Future Oriented Source of Leadership

Professional Capacity and Personnel Committee Meeting
Wednesday, Mar. 13, 2024
2:30 p.m.

AGENDA

- I. **Welcome and Introductions**
- II. **Professional Capacity and Personnel – General Discussions**
 - Upcoming Professional Capacity Trainings*
 - New Director Orientation: Apr. 23-24 25, 2024 Hampton Inn & Suites @ Raleigh Mid-Town*
 - DAAS Overview: Aug. 13, 2024 a.m. Adult Protective Services (2-3 hrs.)*
 - Aug. 15, 2024 p.m. Guardianship Services (2-3 hrs.)*
 - 2024 Personnel Conference Discussion (Sept. 2024 Location T.B.A.)*
- III. **Directors' Academy**
 - New Participant Request*
 - Consideration of Exemption/Waiver Requests*
 - Mentor Assignments*
 - Final Presentations*
 - Other Academy Business*
- IV. **Report Out Information/Reminders**
- V. **Other Business**
- VI. **Adjourn**

NOTES

- I. **Introductions**
 - Angela Ellis (Martin)
 - Christa Smith (Forsyth)
 - Sharon Barlow (Guilford)
 - Jerrie McFalls (Henderson)
 - Wes Stewart (Pender)
 - Patrick Betancourt (Macon)
 - ~~Tiffany Beckel (?)~~
 - ~~Melinda Hudson (?)~~
 - Sharnese Ransome (NCACDSS)
 - Sharon Scott (NCACDSS)
- II. **Professional Capacity and Personnel – General Discussions Notes**
 - Correction was made to agenda to reflect the full length of the New Director's Orientation (NDO) taking place in April
 - As of today there are currently 10 individuals registered for NDO
 - Provide reminder to Association tomorrow during report-out regarding upcoming NDO opportunity with registration cut-off on 04-19-2024 and hotel accommodation cut-off on 04-01-2024

- Suggestion to include a schedule at-a-glance on the next NDO email reminder
- Recommendation to focus Apr.'s PC&P meeting primarily on planning for upcoming Sept.'s Personnel Conference (with at least one potential Director's Academy Final Presentation)
- Sharnese will be starting Social Services Institute (SSI) matrix in the next two weeks with PC&P Committee potentially receiving two slots for presentations (a suggestion was made to offer 1 slot to OSHR for a presentation)
- Discussion was held regarding [NEW PATHS](#) (**N**ational **E**ligibility **W**orkers **P**rofessionals **A**ssociated **T**hrough **H**uman **S**ervices) organization for which Christa Smith (Forsyth) is NEW PATHS Board Member, Finance Chair, Professional Development Chair, and Conference Site Co-Chair; potential professional capacity building opportunities including invitation to NEW PATHS to be a sponsor/presenter at SSI this year; Christa will reach out to Sharnese about this possibility

III. Director's Academy Notes

- Christa Smith (Forsyth) has requested to be a Director's Academy participant and has been matched with mentor Tracey Murphy (Randolph)
- With the mentor/mentee matching of Christa and Tracey, the Director's Academy maintains 100% matching at this time
- Patrick recommended Bobbie Sigmon (McDowell) for waiver request of the APS and Guardianship overviews following her participation in UNC School of Government's – Legal Basics curriculum overview of both APS and Guardianship; Committee agreed with substitution but recommended that a waiver request form be submitted to follow DA protocol
- A request was made of Sharon Scott to create a document outlining current Directors that would meet the DA mentor requirements for distribution to the committee.
- Discussion was held regarding a suggestion to consider reforming Director's Academy into more of a cohort format in which multiple mentors were assigned to a group of participants to meet multiple times to review modules, etc.

IV. Report Out Information / Reminder Notes

- Upcoming Professional Capacity Trainings
New Director Orientation: Apr. 23-25, 2024 Hampton Inn & Suites @ Raleigh Mid-Town
DAAS Overview: Aug. 13, 2024 a.m. Adult Protective Services (2-3 hrs.)
Aug. 15, 2024 p.m. Guardianship Services (2-3 hrs.)
- 2024 SSI presentation matrix to be developed in coming weeks
- 2024 Personnel Conference Discussion (Sept. 2024 Location T.B.A.)

V. Other Business Notes

- Committee adjourned and Director's Academy Review Panel (Angela Martin, Wes Stewart, and Patrick Betancourt) met to receive Sharon Barlow's (Guilford) final presentation; Sharon successfully completed the Director's Academy and will be recognized formally with a presentation TBD

Respectfully Submitted,

R. Patrick Betancourt
Mar. 15, 2024