**Professional Capacity and Personnel Committee Meeting August 12, 2020**

Conference Call 2:30 p.m.

Dial in Number – (605)475-4700

Participant Access Code – 219389#

**MEETING NOTES**

**Attendees:** Kristy Preston, Surry County; Tammy Schrenker, Moore County; Melanie Corprew, Beaufort County; Sarah Bradshaw, Sampson County; and, Sharon Scott, Association

**I. Welcome and Introductions**

Tammy welcomed everyone to the call.

**II. Professional Capacity and Personnel – General Discussion**

NC OSHR Updates

There were no OSHR updates.

Sharon reported that she had talked to Dominick recently about the Local Government Resource Guide that used to be published by OSHR staff. Dominick was familiar with the resource and stated that it is no longer distributed as it needs to be updated.

Professional Development Liaison Report

Sharon advised the Budget/Fiscal training for newer DSS Directors has been scheduled. An email was sent out on the listserv last week. The dates are January 26-27, 2021. The plan is to have it in person, however, that may change depending on COVID-19. Right now it will be held on the Dix campus instead of the Association office which will give participants more room to social distance.

New Director Orientation is scheduled for April 2021. More details will follow as plans are made.

Aimee Wall has taken a new role at the School of Government and she is trying to plan a webinar before she transitions to her new role. The topic of the webinar will be a review of statutes and confidentiality. She normally does this at New Director Orientation but will be offering this as a catch up session before she moves into her new role.

**III. Director’s Academy**

Consideration of Exemption/Waiver Requests

No requests for waivers and exemptions.

Mentor Assignments

All Directors who have registered for the Academy have been assigned a mentor.

Other Academy Business

Sharon and Kristy have completed the majority of the updates to the Academy training modules. The Budget section has been sent to Kathy Someese for review and a portion of the Child Welfare section has been sent to Children’s Services for review. There are a few other minor corrections and updates that need to be made, however, we are going to go ahead and post what we have and then update the remaining sections as the information is received.

Sharon has completed an evaluation tool for Academy graduates and will be sending that out to Academy graduates so they can provide feedback on the process. She will be working on a survey for mentors next.

Sharon is also working on reaching out to current participants to see where they are in the process like we did last fall.

There was some discussion about the recent retirement of several long-time LBL’s and the gap in support this will mean for counties. The newly hired LBL’s have agreed to participate in Regional Meetings. There was some discussion about suggesting to our state partners that they consider using recent LBL retirees to help with training newer LBL’s and also county staff. Melanie agreed to take this conversation back to the Executive Committee for further discussion.

**IV. Adjourn**

With no further business to discuss, the meeting was adjourned by consensus of those present.