**Professional Capacity and Personnel Committee Meeting December 9, 2020**

Conference Call 2:30 p.m.

Dial in Number – (605)475-4700

Participant Access Code – 219389#

**MEETING NOTES**

Attendance: Wes Stewart, Pender County, Kristy Preston, Surry County, Tammy Schrenker, Moore County, Carlton Paylor, Person County, Sarah Bradshaw, Sampson County, Sharnese Ransome, NCACDSS and Sharon Scott, NCACDSS

**Welcome and Introductions**

Wes welcomed everyone to the call.

Approval of the Minutes

Tammy moved to approve the minutes from the October 2020 meeting. Carlton seconded the motion. All voted in favor with none opposed.

**Professional Capacity and Personnel – General Discussion**

NC OSHR Updates

No updates from OSHR.

Professional Development Liaison Report

Sharon has sent the co-chairs the results of Directors’ Academy graduate evaluations. All were positive evaluations. There were a few suggestions for things we might consider changing or adding.

Sharon is working with Kathy Sommese regarding budget training for Assistant Directors, similar to what is being offered to Directors.

Personnel Conference Update

Sharon provided an update on planning for the Personnel Conference. She has reached out to the Commissioner’s Association and they have put her in touch with Teague Campbell, the legal firm that did the Workers Compensation for the last personnel conference. They are putting a proposal together and will be back in touch with Sharon. This will be scheduled for February 2021. We are working on an EEOC training for March 2021.

Tammy made a motion to charge $30 per session for each event to cover the cost of additional technology and to pay speaker’s fees. Kristy seconded and the motion carried unanimously.

**Directors’ Academy**

Consideration of Exemption/Waiver Requests

No exemption or waiver requests have been submitted for consideration.

Mentor Assignments

All registrants have been assigned a mentor.

Other Academy Business

There was no other Academy business.

**Other Business**

No other business was brought up for discussion.

**Adjourn**

With no further business, the meeting was adjourned at 3:15 p.m.