Talent **D**evelopment **C**ommunity
Enhancing Performance through Strategic Partnerships

TDC Introduction Meeting Summary	
Date and Time:	August 26, 2016 9:00 am – 11:00 am
Facilitator:	Roderick Cheatham, Training Program Manager and TDC Lead
Attendees:	Jessica Schuster, Debora Branham, Roderick Cheatham, Jacqueline Howell, TDC Steering Committee Members, TDC Agency Liaisons

Agenda Item	Discussion Points
Opening Activity	The meeting was opened with a warm-up activity in an effort to get to know one another. The activity was very effective and the meeting participants were engaged in the networking opportunity.
Welcome Opening Remarks	Jessica Schuster welcomed everyone and provided opening remarks to the participants.
TDC Overview	Roderick Cheatham provided a brief overview of the TDC, its purpose and mission.

TDC Five (5) Focus areas	Brief presentations were provided by each of the Sub-Committee's Point of Contact regarding the respective focus area and initial TDC initiative.
	
	Ray Justice, DAS: Performance Management
	    ▪ **Focus:** To gather agency information and insight into performance management issues, creating new and innovative ways to assist agencies in meeting organizational, departmental, and employee goals. Competencies, coaching development and tools, training needs, and assessments are within the scope of this sub-committee.
	
	    ▪ **Key Initiative: Competency Development Guide**
	    Concept initiated by the Ohio Department of Job and Family Services (ODJFS); TDC will be partnering with ODJFS to offer an enterprise-wide Competency Development Guide. The Guide will offer development resources, tips, and tools for developing competencies.
	
	Stan Sikorski, DAS: e-Learning Technology
	    ▪ **Focus:** To gather, share and create information to assist the TDC in keeping pace with industry best practices related to talent development e-learning trends. Also, to develop innovative ways for promoting and engaging employees in e-learning training and development.
	
	    ▪ **Key Initiative: e-Learning Style Guide**
	    To develop an e-Learning Style Guide that provides a resource for the development of e-learning training content.

Matthew Dyer, OBM: Communication
- **Focus:** Create and maintain a way to share information among the TDC members using electronic media.

- **Key Initiative: Promote and Market TDC**
  To develop strategies for promoting and marketing TDC statewide by launching various communications (e.g., brochure, newsletter, surveys, and website) featuring helpful tips, trends, and information regarding talent development.

Kathleen Nichols, OHFA: Training and Development
- **Focus:** To aid the TDC in identifying internal and external professional development resources that can be shared statewide. Also, to brainstorm and create on-going train-the-trainer opportunities for those who deliver training within state government and resources that can be shared statewide.

- **Key Initiative: Identify Statewide Training Resources**
  Assist the TDC in identifying training resources; develop a statewide resource list by January 2017; and collaborate with agencies to share training resources.

Debora Branham, DAS: Collaborative Partnerships
- **Focus:** To connect and establish relationships between the TDC, local colleges/universities and other agencies to build collaborative partnerships. Also, to provide speakers on new talent development topics and trends in the areas of training and development curriculum.

- **Key Initiative: Collaborate with Agency Leaders to Identify Leadership Competencies**
  Collaborate with agency leaders to identify key leadership competencies; utilize statewide competencies to identify learning and development needs via targeted focus groups with senior and executive leaders. Partner with agencies and universities to develop leadership curriculum and/or identify speakers.

Guest Speaker	• Mr. Bill Chan, MBA, Franklin University: FranklinWORKS Program provided an overview on how Franklin can work with employers to support training and development initiatives.
Question and Answers	The following are a few of the questions captured during the TDC Introduction meeting: 1. **Q**. Will policy be part of the scope of work for TDC? **A**. Not at this time. 2. **Q**. How will the Exempt Development Fund come into play with future TDC initiatives? **A**. At this time no specific initiative has been identified that address the Exempt Development Fund.

3. **Q**. What is the status on the LMS enterprise project?
   A. Currently in the process of making a decision on LMS, discussed the significance of external learners to the process, and shared the on-boarding process for the new LMS.

Wrap up

- Debora Branham wrapped up the meeting by welcoming and thanking all the agency liaisons for being part of the TDC, and thanked Mr. Bill Chan from Franklin University for sharing on the FranklinWORKS program; and lastly, discussed the following next steps:

    - Indicated that the outcome of the meeting will be summarized and shared with the HR agency administrators as well as with the agency TDC liaisons.
    - A TDC survey link from will be included with the summary to the agency HR administrators to gather information regarding agency resources and to engage agency partners who have an interest in supporting the work of TDC.
    - The results of the survey will be shared with each agency HR Administrator and TDC liaison and will be posted on the TDC website.

Also, the TDC website link will be released with the meeting summary to agency HR administrators.