

# Talent Development Community

*Enhancing Performance through Strategic Partnerships*

TDC Steering Committee	
<b>Date, Time and Location:</b>	Friday, February 16, 2017 1:30 p.m. – 3:30 p.m. Rhodes Tower, Room 231
<b>Facilitator:</b>	Roderick Cheatham, Training Program Manager and TDC Lead
<b>Attendees:</b>	Roderick Cheatham, DAS; Helena Carter, AGE; Matthew Dyer, OBM; Ray Justice, DAS; Cynthia Hill, BWC; Stan Sikorski, DAS; Casandra Richards, DAS; Ryan Cairney, ODH; Erica Banta, MCD; Jonathan Rollings, OOD; Leslie Hannah, DAS; Michael Lacy, DMH; Terri Gardener, DMH; Angela Thompson, DMH; Tim Krall, DAS; Cynthia Orr, OJFS

<b>Welcome And Introductions</b>	<ul style="list-style-type: none"> <li>Introduced new Steering Committee member Michael Lacy from the Department Mental Health and Addiction Services.</li> </ul>
<b>General Updates</b>	<ul style="list-style-type: none"> <li>HR Conference Cancelled.</li> <li>Ohio University PA program information was shared and it was announced that the program will be share at the next large meeting with Agency TDC Liaisons.</li> <li>Conversation on leveraging LOD through the TDC Liaisons.</li> </ul>
<b>Activity: Prioritizing the New TDC Action items</b>	<ul style="list-style-type: none"> <li>The Steering Committee participated in an activity to rank the action items that were derived from the Talent Development Resource Survey taken this past winter.</li> <li>The action items were ranked in the following manner;               <ol style="list-style-type: none"> <li>1) Establish a clearing house of training materials and maintain a registry of trainers to include the various training certifications. (Survey: Q2,4,5,6,9)</li> <li>2) Develop a strategy to increase e-learning training opportunities. (Survey: Q21)</li> <li>3) Assist agencies in communicating enterprise-wide the various training offerings including e-learning. (Survey: Q2)</li> <li>4) Develop and make available basic competency training tools to employees to increase understanding and awareness of competencies. (Survey: Q17,18, 20)</li> <li>5) Create a glossary of terms to establish a common language as it relates to talent development and type of trainings. (Survey: Q2)</li> <li>6) Provide an overview of information on the Kirkpatrick Evaluation approach to help agencies understand the basic metrics for tracking training outcomes which would help educate agencies with creating standard training metrics. (Survey: Q8)</li> </ol> </li> </ul>

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<p><b>Sub-Committees Key Initiatives and Updates</b></p>	<p>Each of the TDC Sub-committees provided an overview and update of their key initiatives.</p> <p>Matthew Dyer, OBM: <b>Communication</b></p> <ul style="list-style-type: none"> <li>▪ <b>Focus:</b> Create and maintain a way to share information among the TDC members using electronic media.</li> <li>▪ <b>Key Initiative: Promote and Market TDC</b> 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.</li> </ul> <p><b>Update:</b> Committee shared information on the importance of having a shorter newsletter. Also, asked if the steering committee would participate in a short survey. <b>Newsletter 95% completed.</b> Draft to be shared with committee on 3/9/2017.</p> <p>Kathleen Nichols, OHFA: <b>Training and Development</b></p> <ul style="list-style-type: none"> <li>▪ <b>Focus:</b> 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.</li> <li>▪ <b>Key Initiative: Identify Statewide Training Resources</b> Assist the TDC in identifying training resources; develop a statewide resource list by January 2017, and collaborate with agencies to share training resources.</li> </ul> <p><b>Update:</b> The committee met to discuss and develop an agenda for the 8 hour Instructional Skills course. The committee was encouraged to develop and provide a 16 hour course which would allow more time for participants to practice the skills and to gain feedback. Course outline provided. <b>Project 20% completed.</b></p> <p>Debora Branham, DAS: <b>Collaborative Partnerships</b></p> <ul style="list-style-type: none"> <li>▪ <b>Focus:</b> 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.</li> <li>▪ <b>Key Initiative: Collaborate with Agency Leaders to Identify Leadership Competencies</b> Collaborate with agency leaders to identify key leadership competencies and 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.</li> </ul>
<p><b>Sub-Committees Key Initiatives and Updates (continued)</b></p>	<p><b>Update:</b> On 11/30/16 the sub-committee presented the Lead Ohio: Visionary Leaders conceptual program to the Governor's office representative and HRD leadership to obtain the go-ahead to move</p>

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forward with a pilot program. Engaging Franklin University in conversation determine if a collaborative partners can be established to design the curriculum. Will reach out to agency partners to assemble SMEs to identify curriculum content focusing on crisis management. The three (3) competencies identified for the program are: Coaching and Developing Others, Thinking Creatively, and Selling or Influencing Others. **Project 35% completed** (Project may be stalled.)

### 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 partner with ODJFS to offer an enterprise-wide Competency Development Guide. The guide will offer development resources, tips, and tools for developing competencies.

**Update:** The committee has developed a first draft of the competency guide and it is currently been reviewed by the all of the subcommittee. An overview of the document and how it will can be utilized will be shared during the committee update at the next TDC Liaison meeting on 4/6/2017. **Project is 75% completed.** Target completion date is 6/17.

### 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 Design and Development Guide**
- To develop an e-Learning Design and Development Guide that provides a resource for the development of e-learning training content.

**Update:** Next steps include sending a copy to all of the Steering committee members and a test group of State of Ohio e-learning developers, soliciting feedback from test group via SurveyMonkey and publishing guide to TDC web page. **Project 90% completed.** Projected completion date April 1, 2017.

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<b>Community Sharing</b>	<b>Guest Tim Krall</b> , DAS Lean Ohio shared information about the Personal Kanban. Committee members gained insight into the psychology of why unfinished work haunts our minds and why despite our best intentions we often underestimate the effort and time to complete projects.
<b>Next meeting</b>	Steering Committee, 5/18/2017, 6/22/2017 Large Meeting with Agency TDC Liaisons 4/6/2017