



## ODMH Project Team Meeting June 13, 2005

### Meeting Minutes

Present: Kate Cauley, Carla Clasen, Carla Lachecki, Linda Mowrey, Paul VanMarter, Jamie Arose,

#### **I. Review minutes from March Meeting**

Linda has contacted Irene Diritsky from Cuyahoga Community College and one other person, but both are pretty much out of touch until the beginning of August. Mike Balis is the Chair of this department.

Cincinnati State Community College is still on board with Janice Lockett, who is around for the summer and Janet Curry, who is not around for the summer.

Linda will join Kate and Carla L. at the Northfield meeting on June 27<sup>th</sup> and will serve as the liaison to the Northfield faculty and ODMN/OCSEA team moving forward.

Kate will work with the Summit/UC team, and Linda will attend the Summit meeting if available.

Linda will be on vacation from the 8<sup>th</sup> to the 25<sup>th</sup> of July.

Paul reported that the response from TVBH Dayton was much enthusiasm about the program and eagerness to help when he met with the team in April. He reiterated from the meeting some key points including:

- Recruitment needs to start with the attitudes of the administration and the union—supervisors need to be supportive; at Dayton OCSEA reps were students and they did most of the recruiting; the program was not as successful at Columbus in part because there was not the same level of participation
- We need to get the faculty team working with the site based team ASAP so they can learn to know and trust each other; and we need extensive orientation to the hospital for the faculty—Paul also noted that Janice Curry and her students already have some good experience with the hospital and are well known, but there is not a good connection at Northfield with the Cuyahoga Community College folks
- Be sure to have the Director of Nursing on board from both sites, as they are critical to scheduling and covering shifts
- We need to create a working and cohesive internal team at both sites because recruitment and retention go hand in hand
- We should provide the site based teams and the faculty teams, perhaps when they start to meet together, the results of the April 19<sup>th</sup> meeting where the SCC/Dayton experience was reviewed
- There is usefulness in recruiting first folks who already have some college credit so they can assure the others it's not so bad

## **II. Review communication with ODMH/OCSEA since last meeting**

Now that we have a signed contract from ODMH, Kate reviewed procedures for getting contracts out from SCC and Paul as consultant, and explained that these would not officially start until the next fiscal year, but that work completed prior would be compensated. Kate reviewed meetings of June 7, June 16, and previewed meeting on June 27

## **III. Curricular Development**

Kate reviewed the work completed thus far and the team involved including Jamye Arose and Joan Gravel.

We determined that we need to have a wide review of the documents once first draft is completed and several folks were recommended including: Ohio Coalition of Associate Degree Human Service Educators members, Training Directors, TVPC-Dayton team, Workforce Development, members of the site based teams, faculty teams, and conference participants.

We should get a copy of the Diversity Training currently done at sites.

We discussed the possibility of non TPWs wanting in the course and determined the way to preclude that for the pilots would be to include in the Schedule of Classes, that enrollment was by permission of the instructor—check at site meetings if this is acceptable.

We decided it was probably better for site based folks to determine what if any screening prior to taking the class would be required, and agreed to raise this issue at the site based team meetings.

## **IV. Evaluation**

Carla discussed evaluation plans as outlined in the proposal and more specifically.

## **V. Deliverables**

We discussed completed deliverables and timeline for completion of the remainder.

Paul reminded us that we should be sure to include in the evaluation plan an instrument to screen students for reading and comprehension.

It was also suggested that there be a mid course and end of course evaluation by students of instructors and the course.

## **VI. Next Steps**

Linda will draft formal invitation to the Deans of the two schools, as well as the Chairs and later to deans of schools across the state encouraging the new partnerships with BHOs, etc.

Paul will get the materials from the TVPC-Dayton experience for our review in curricular development

Linda will check in with folks from the Coalition about being on board to do curricular review for us—maybe a small honorarium can be available.

Linda will do research about how the partner schools can get money—the \$2,000 grant we have budgeted for each

Kate will get the contracts out from SCC and Paul as consultant after July 1, 2005

Future Meetings:

- Conference planning meeting with Dayton staff June 22, 2005
- Next ODMH/OCSEA Quarterly Meeting September 14, 2005 at 1:30 in Columbus
- Next Dayton Project Team Quarterly Meetings:
  - September 12, 2005 at 2:00PM Kettering Center
  - November 28, 2005 at 2:00PM Kettering Center
  - March 13, 2006 at 2:00PM Kettering Center