



BYRON P. DECOTEAU, JR.
DIRECTOR

MINUTES/ACTIONS
COMPREHENSIVE PUBLIC TRAINING PROGRAM
POLICY BOARD MEETING
THURSDAY, OCTOBER 18, 2018
2 P.M.

THOMAS JEFFERSON ROOM, SUITE 1-136-A/B, FIRST FLOOR, CLAIBORNE BUILDING, 1201 NORTH THIRD STREET, BATON ROUGE, LA.

- Roll Call

The Comprehensive Public Training Program Policy Board convened its meeting with a quorum at 2:00 p.m. on Thursday, October 18, 2018. Present were board members Dana LeBherz, Chair Melinda Robert, Cheryl Schilling, Connie Nelson, and Shannon Templet for a quorum. Board members Lilibeth Lavinghouse and Terrence Ginn arrived shortly thereafter. Board Vice-Chair Jerry Guillot and Tracy Thompson were absent.

1) **Status Report:**

Please see the attached PowerPoint.

<https://www.civilservice.louisiana.gov/files/divisions/Training/CPTPolicyBoardMeeting10182018.pdf>

Mr. Glyn Hays, Talent Development Assistant Division Administrator, presented the changes to the Professional Trainer Certificate Program, which began July 1, 2018.

2) **Status Report:**

SCS Director, Byron P. Decoteau, Jr., restated his support for the program, emphasizing a positive outlook for the new Professional Trainer Program and the continuing Success Series webinars.

3) **CPTP Certificates:**

The Board approved the nominees for the Professional Trainer Certificate.

4) **Adoption of Meeting Dates for 2019:**

The Board adopted the following meeting dates for 2019: 3/14/2019 and 10/24/2019, at 2:00 p.m.

5) **Consideration of the Minutes of the Board Meeting held on October 26, 2016.**

The minutes were approved by the board as written.

6) **Presentation of Professional Trainer Certificates:**

Please see the attached list.

<https://www.civilservice.louisiana.gov/files/divisions/Training/ProfessionalTrainerCertificateNominees.pdf>

There being no further business, the meeting adjourned at 2:44 p.m., on Thursday, October 18, 2018.

Respectfully submitted,

Byron P. Decoteau, Jr., Director

Melinda G. Robert, Chairman