

CPTP Training Coordinator Webinar

November 3, 2015

A. Statewide Competency Model

- Correlate exceptional performance to competencies
- First step to statewide model for apps like training, program development, onboarding, PES expectations, etc.
- Building block for agency-, department-, or division-wide competency models
- Workforce planning and efficiency solutions
- Have every permanent classified employee who received an “Exceptional” rating last performance year rank their competencies. Their supervisors will also rank the employees’ competencies.
- Starts mid-November, hope to wrap it up by the end of the FY
- Review General Circular for more information. Please spread the word.
- We have already identified the employees with this rating.
- We will be offering employees a choice of when to attend these sorts to allow for flexibility.
- Sorts should take about an hour for each employee.
- More information on the web:
<http://www.civilservice.louisiana.gov/Divisions/Training/CurrentProjects/CurrentProjects.aspx>

B. Updates

- FAQ on the CPTP website for Mandatory Training Requirements has been updated with due date examples. These are posted under the Mandatory Training tile.
 - Core, Group 1 – Due dates for Core/Group 1 were added.
 - Clarified Questions about having to finish one program before starting another. If you have a Group 1 supervisor, they can work on the courses for Core and Group 1 simultaneously. However, they cannot register for Capstones until all prerequisites are completed.
- Training Coordinators – please update if you are no longer the training coordinator for your agency.
 - We want to make sure that we work with the agencies and have a Training Coordinator in place.
 - If you are a new Training Coordinator, please review the resources on our website under the Training Coordinator tile.
- Core and G2 Program deadlines – for those hired or promoted in the past year. We are already coming up on the 1 year due date for Mandatory Training Requirements for new supervisors. The one year Core is coming due for people promoted in early 2015. G2 Capstones have low enrollment; G2 supervisors may be coming up on their due date. If they promoted to Group 2 and had already finished Group 1, that 1 year deadline started immediately. Please notify the supervisors in your area of any upcoming due dates. Be sure they are subscribed!

- Please have your supervisors pre-book for the courses they need. This will help us plan our schedule.
- C. New Course Release – We released CPTP Decision Making WBT course last week. This course is for all employees. Good course if you are looking for a process or matrix for making decision.
- D. Message from LEO staff: All individuals on Learning Solutions list-serve should have received an email last week about changes regarding handouts. They clarified the language regarding handouts in the email.

Next webinar is Tuesday, December 1, 2015.