



**PDAC Technical Assistance Credential Committee Telenet
Minutes**

**February 13, 2018
9:30 AM – 10:30 AM**

Attendees:

Barbara Volpe	Jamie Nichols	Medina Bailey	Stephanie Hellmer
Beth Knight	Julie Lindstrom	Sharyl Robin*	
Connie Shugart	Karen McCarthy	Tami O’Daniel	
Diana Rosenbrock	Lisa Downey*	Teri Meismer	

**denotes co-chairs*

Welcome

- Sharyl Robin welcomed attendees to the meeting.

Approval of November 14, 2017 Minutes

- Motion to approve made by Karen McCarthy.
- Motion seconded by Connie Shugart.
- Motion passed and minutes approved.

Overview of Technical Assistance Credentials Awarded

- Inclusive of pilot applicants, 70 Technical Assistance (TA) Credentials have been awarded.
 - 26 – Level 4
 - 25 – Level 5
 - 19 – Level 6

Renewal Recommendation Update (Attachment A)

- The following recommendation for the renewal of the Technical Assistance Credential was presented to the Qualifications and Credentials (QC) Committee on February 6, 2018. The recommendation was not approved.
 - Technical Assistance Credential Levels 4-6:
 - Renewal of the Gateways to Opportunity specialization Technical Assistance (TA) Credential requires renewal of a foundational or specialized Credential (e.g. ECE, ITC, IDC, FCC, SAYD, or FSC), which requires 45 clock hours of training (or 3 semester hours of coursework). To renew the Technical Assistance Credential, it is recommended that an additional 15 hours of training (or one semester hour) specific to Relationship Based Professional Development and/or Coaching and Mentoring be required.
 - A combination of both college coursework and training hours may be utilized and completed within the last five years.
 - Current Registry Membership
- The QC Committee discussed the need for consistency across the renewal requirements for all Gateways Credentials.
 - The QC Committee will be putting together a recommendation for renewal requirement guidelines. Points that will be discussed further at the next QC meeting included:
 - Goal to be consistent across all Credentials.
 - Credential renewal is every five years.

- Credential renewal requires a minimum of 45 clock hours of professional development.
 - For example: If an individual has more than one Credential to be renewed, the QC Committee will decide a minimum threshold of clock hours of professional development specific to each Credential being renewed. Therefore, if an individual is renewing more than three Credentials, the minimum clock hours may exceed 45 hours of professional development.
- The Technical Assistance Credential Committee was in agreement with the discussion from the QC Committee.

Food for Thought (Attachment B)

- The TA Credential Committee was asked to review a document containing information about the pilot and post pilot requirements for work experience hours in coaching, mentoring, and/or technical assistance.

TA Credential	Pilot	Post Pilot
Level 4	1000 hours	2000 hours
Level 5	2000 hours	2000 hours
Level 6	3000 hours	2000 hours

- Of the 26 TA Level 4 Credentials that were awarded using the pilot work experience requirements (1000 hours), only 12 of those would have met the post pilot 2,000 hours of work experience requirement.
- The TA Credential Committee was asked if they felt this was a concern that they wanted to discuss further or if they wanted to collect data and revisit in 2021 when the Credential is up for review.
 - The TA Committee was unanimous in deciding to hold off further review of this issue until 2021.
 - The TA Credential is a specialized Credential and the Committee wants to ensure that those receiving this Credential have adequate experience.

Technical Assistance Credential Committee sun-setting/next steps

- The Technical Assistance Credential Ad-hoc Committee work is concluding, but Committee members will still be a part of the overall Professional Development Advisory Council Qualifications and Credentials (QC) Committee.
 - Members have the option of joining another Committee. Some options are: Workforce Development and Pathways, Financial Supports, and Information, Analysis, and Trends.
 - Thank you to all that have served on this Committee. Julie Lindstrom will be emailing more information to TA Credential Committee members in the next four to five months.
 - Gateways Credentials are reviewed every five years. There will be a small group formed in early 2021 to review the requirements for the TA Credential. TA Committee members are encouraged to help with this.
- The TA Credential Committee may be contacted in March or April to attend a short telenet to review and approve entitled route competency applications from pilot TA Credential higher education institutions.

FY 18 Quarterly Telenets:

- 4th Quarter Tuesday, June 12th, 2018 9:30 AM - 11:00 AM

Adjourn

