GATEWAYS TO OPPORTUNITY®
Illinois Professional Development System

PDAC Technical Assistance (TA) Credential Committee
Friday, March 10, 2017
9:30 AM – 10:30 AM
Telenet
Meeting Minutes

Attendees:

Barbara Volpe	Joan Longtin	Medina Bailey	Stephanie Hellmer
Beth Knight	Joni Scritchlow	Sandy Young	Tami O'Daniel
Connie Shugart	Karen McCarthy	Sharyl Robin*	
Jamie Nichols	Lisa Downey*	Teri Meismer	

***Denotes Co-Chair**

Welcome – *Lisa Downey and Sharyl Robin, co-chair*

Approval of February 21, 2017 Meeting Minutes
- Motion to approve minutes made by Sandy Young.
- Motion seconded by Karen McCarthy.
- Motion passed and minutes approved.

Gateways Technical Assistance (TA) Credential Competencies (ATTACHMENTS A, B, C)
- The Technical Assistance Competency Work Group consisted of Dr. Antonia Potenza from Roosevelt University, Sandy Young Independent Consultant and TA Committee Member, Lisa Downey from National Louis University and TA Committee Co-Chair. Nancy Latham at Illinois State University and Johnna Darragh at Heartland Community College were contracted as consultants to write the TA Competencies.
  - Consultants took time to review all content areas and descriptors to find commonalities and group them into levels.
- Competency documents for the Technical Assistance Credential were shared. Including: Competency Table, Competencies with Descriptors Document, and Content Areas.
  - The Competency Table is a summary tool, whereas the Competencies with Descriptors is an in-depth document that shows the richness of this work.
  - All original Technical Assistance Credential Content Areas and descriptors are included in the Competency document.
    - Some descriptors were separated into two to allow them to be required at different levels.
      - Any changes made to the Content Area descriptors are indicated in red font.
      - All Content Areas and descriptors are included in the Competencies.
    - In some cases the descriptors actually became the Competency.

- Questions: At Level 5, there are no Reflective Practice Competencies listed. Is there a reason or are there just none at that level?
  - Answer: Not all levels include competencies in each content area. However, applicants must meet all Competencies in the previous level(s).
    - For example: At Level 5 a practitioner must meet all competencies listed at level 4; additional experience requires greater utilization of Reflective Practice.
- Question: What documents were used to inform the Competencies? Are all of the original TA descriptors included here?
  - Answer: All of the original work that the TA Credential Committee did is included. All Content Areas and descriptors are included in the Competencies to keep the integrity of the Credential. Nothing was lost, it was just repackaged.
- Question: Does the Committee need to vote on these documents?
  - Answer: No vote is required for these documents as DHS has already signed off on the Content Areas and descriptors that were approved by the Committee. This is just a repackaging of the original work.
- The TA Competencies will be shared with the Qualifications and Credentials Committee during the telenet on March 13, 2017 and with PDAC Steering during their meeting at INCCRRA on March 15, 2017.

Course and Training Description Review (Attachment D)
- Course descriptions were reviewed and TA Content Areas assigned.

Next Steps
- Qualifications and Credentials telenet Monday, March 13, 2017 1:30 - 3:00 PM.
- Next TA Committee telenet Tuesday, April 18, 2017 9:30 - 11:00 AM.

Adjourn

Attachments Available Upon Request