

Monthly Federal Training Conference Call Notes

The Monthly Federal Training Conference Call was conducted on May 7, 2002 from 1:00 to 2:00 PM (EDT). The following participants were on the call:

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| Ø Al Corbett (SR) | Ø Mike Gilmore (NNSA) |
| Ø Ann Capps (WAPA) | Ø Myrna Vallette (SC) |
| Ø Barry Weaver (RF) | Ø Pam Lewis (BPA) |
| Ø Carol Henning (ID) | Ø Sandra Jackson (PI) |
| Ø Carol Cassel (Golden) | Ø Sharon Pollock (RW) |
| Ø Dawn Tolley (FE) | Ø Thad Konopnicki (ME) |
| Ø Dick Devine (AL) | Ø Jerome Butler, JoAnne Whitman, Steve Young, Bob
Joyce, Tanya Lockett, Cheri Dent, Dottie
VanSteinburg, Gretel Pinkney, Craig West, and
Margo Mark (ME-51) |
| Ø Erik Erichsen (RF) | |
| Ø Judy Canja (BPA) | |
| Ø Jim Vosburg (ORO) | |
| Ø Maxine Clipper (NE) | |

The following summarizes the major issues and actions from the call:

- Project Manager Development Program [POC: Thad Konopnicki]
 - ❖ 28 courses, 4 level program (from entry to the highest level)
 - ❖ The program requires work experience, a degree, and formal training
 - ❖ DOE Order 361.1 – ACQUISITION CAREER DEVELOPMENT PROGRAM, Attachment 4 will become Project Manager Development Program
 - ❖ New module can be tracked by CHRIS manage competency capabilities
- Presidential Initiative – Competitive Sourcing (A-76) Updates [POC: Bob Joyce]
 - ❖ Coding to identify the positions was inaccurate
 - ❖ Need to look at the logical grouping of positions at the start of each study
- Federal Technical Capability Panel [POC: Craig West]
 - ❖ A face-to-face meeting was conducted in Las Vegas during the week of April 29
 - ❖ Qualification standards are up to date
 - ❖ Technical Qualification Program report is in progress

➤ Albuquerque Training Conference (8/20-22) [POC: Dick Devine]

- ❖ Will use last year's award criteria; please submit the award nomination and information for your office
- ❖ The central theme of the conference is "Riding the Wave of Technology"
- ❖ Potential topics for training sessions and workshops are due by May 15
- ❖ Looking for free workshops from contractors, such as, project management for trainers
- ❖ Web-based registration will begin the week of May 13
- ❖ Training session/workshop topics received:
 - Change management
 - Customer service
 - ESH technical support
 - E-learning (by USDA Graduate School)
 - Competitive sourcing
 - Chemical safety vulnerability

➤ Career Intern Program (CIP) [POC: Craig West]

- ❖ The Guide is in publishing, will be distributed to the CIP Office Contacts, ME-50 Hiring Officials, HR Forum participants and by request
- ❖ Currently conducting information briefings for the HQ organizations
- ❖ Planning the program kickoff for the fall timeframe
- ❖ For hiring and staffing questions, please contact Thommi Mathews at 202-586-5610 or Stephanie Diamond at 202-586-8472
- ❖ For training questions please contact Craig West at 202-287-1637 or Jackie Brown at 202-287-1630

➤ Online Learning Center [POC: Tanya Lockett]

- ❖ Security Course will be available later this summer
- ❖ Will send course design guidance for courses developed for OLC to the working group for comments
- ❖ The first OLC Quality Review Board telecon is scheduled on 5/15/02
- ❖ Work is progressing on posting an Emergency Occupancy streaming video for HQ employees with a record of viewing completion on the employee's transcript

- DOE Mentoring Program [POC: Cheri Dent]
 - ❖ As of May 7, 167 mentors and 270 protégés have submitted applications
 - ❖ As of May 7, 83% of mentors and 79% of protégés have completed the matching and pairing process
 - ❖ First HQ orientation and training session, “Establishing Effective Relationships,” is scheduled in June
 - ❖ To register a mentor-protégé direct match, both the mentor and the protégé have to be in the system

- CHRIS [POC: Margo Mark]
 - ❖ Updates on ESS: additional reporting mechanism for assessing training needs now available
 - ❖ Course evaluation team (in ESS) will be initiated during the week of May 20, full list of updates available in bulletins at CHRIS website.
 - ❖ Bi-weekly manage competency telecon schedule and the points of contact list will be posted on the CHRIS website
 - ❖ Please submit your comments through your point of contact regarding updating the CHRIS website
 - ❖ CHRIS hotline is in conjunction with the OLC helpline, the number is 202-287-1640

- Senior Executive Service Candidate Development Program (SESCDP) [POC: Dottie VanSteinburg]
 - ❖ OPM approved the SESCO on 4/11 and it is posted on the ME-51 website
 - ❖ SESCO Program Opportunity Notice has been posted on DOE and USA jobs (Opening date: 5/8/02; Closing date: 6/21/02)
 - ❖ Additional information will be posted on the training website

- Attendance Management Fee for Course Sessions [POC: Bob Joyce]
 - ❖ The fee is not to pay for the training, it should help manage training enrollment more effectively
 - ❖ Will charge \$100 per participant per day for four pilot sessions; it is important in maintaining quality training.

Next Conference Call – June 4, 2002, Call-in # (301) 903-9194