

# CPTP Training Coordinator Webinar

March 1, 2016

## A. Updates

- Competency Initiative
  - Hammond and New Orleans appointments this month
  - Over 900 respondents
  - details on website in Current Projects:  
<http://www.civilservice.louisiana.gov/Divisions/Training/CurrentProjects/CurrentProjects.aspx>
- Success Series webinars
  - February 18: 10 Tips to Power-Packed Communication
    - 278 attendees, not counting people who viewed as a group
    - Responses very, very positive
    - Clips on YouTube channel available next week
    - Handouts for 2/18 webinar available also
  - Link on website in Current Projects:  
<http://www.civilservice.louisiana.gov/Divisions/Training/CurrentProjects/CurrentProjects.aspx>
- Paper-based agencies
  - Do not have HR functions or TC tab

- Important: inform CPTP when new supervisors need to be subscribed or there are changes needed to program subscriptions
- CPTP Website
  - There is a new tile for the Success Series Webinars
- Training Coordinator Summit
  - To cover tracking training requirements
  - Survey to be sent for topic suggestions
  - Open through March 11
  - Putting together program for this fall
- Tracking Continuing Education Credits
  - Who needs it: please see the FAQs in the red Training Requirements tile on the website:  
<http://www.civilservice.louisiana.gov/files/divisions/Training/TrainingRequirementFAQs.pdf>
  - New report variant created: SCSCONED
    - Instructions on how to use on CPTP website in TC tile:  
<http://www.civilservice.louisiana.gov/files/Divisions/Training/HowToUseZP174.pdf>
- Effective Conflict Resolutions Strategies changes
  - Blended learning approach
  - Name changing to Conflict Management
  - Course changing to ½ -day
  - Prerequisite: Conflict Management WBT

- Effective 6/1/16
- B. New Course Release – CPTP Hazard Communication WBT
- Applicable for folks who work in offices as well as in the field.
  - Technically-based course
  - How to interpret safety data sheets & other hazard communication measures

Next webinar is Tuesday, April 5, 2016.