

Friday, October 25, 2013

9:00 a.m.

Building 1 Conference Room

Professional Development

Chair: Emily Woolard

Vice-chair: Kimberly Jackson

Secretary: Michele Mayo

Members Attending: Emily Woolard, Michele Mayo, Gail Ambrose, Lou Stout

Members Absent: Kim Jackson, Sherry Stotesberry

Minutes from Meeting 10/25/2013

Agenda Item

I. Minutes

Presenter: Emily Woolard

- Review/Approve minutes from last meeting
- Motion to approve minutes made by Lou Stout. Seconded by Gail Ambrose.

II. Update on survey

Presenter: Emily Woolard

- The Professional Development results were distributed and reviewed. There were several requests for CPR and First Aid and Lou Stout will address these issues. Many of the requests were for items we already have on our PD calendar.
- Dashboards- Jay Sullivan has volunteered to do a PD session on this. Emily will coordinate
- Several requests for SkyDrive session. Emily will follow up with Art.
- Requests for Visio. Not sure who will lead this session. Lou will address this.
- It was discussed that there were many good ideas, but scheduling all of them will be difficult. The committee is working on putting as many on the calendar as possible.

The motion to adjourn was made by Lou Stout and seconded by Gail Ambrose. The meeting adjourned at 9:30 a.m.

Next meeting is scheduled for November 15 @ 9:00 am in the Building 1 Conference room.