

**Training Advisory Group  
January 21, 2016 iLinc  
Minutes**

<b>Agenda Item:</b>	<b>Topics and Discussion:</b>	<b>Action Items:</b>
<b>Guidebook Project Update</b>	<p>-The Basic Nutrition Guidebook has been updated based the priorities set by the TAG group last year. The new guidebook The guidebook has a few added/edited exercises.</p> <p>-The guidebook will be evaluated with a pre and posttest. The test has been posted for 3 months to get a baseline.</p> <p>-The test is experimental and will not be shared. Adjustments will be made after the pilot phase.</p>	<p>Trainers compare guidebooks once posted Feb 1, 2016.</p> <p>Will review the changes during the March TAG iLinc</p> <p>Course is mandatory for new staff.</p>
<b>LMS Test Answers and Providing the Answers</b>	<p>-We received a request to post the answers to the pre/post tests for trainers. The Basic nutrition test is a bit more complicated but is in a pilot state and will not be shared while in pilot stage.</p> <p>-Background was shared on history of cheating when answers were made available. The tests are open note and for all but the Basic Nutrition course, the answers are avail in the content on the LMS course.</p> <p>-The Basic Nutrition Guidebook pre/post test is an experimental competency-based design. It may have questions that will need to be changed. It's purpose to evaluate critical thinking application of content.</p>	<p>Results will be shared once available at the end of the pilot period. The pilot will be complete in May.</p> <p>If desired, the request to share test results can be revisited if desired by the group.</p>
<b>Update on LMS Review</b>	<p>-The LMS courses and Guidebooks need to be reviewed. This need was identified in a previous fiscal year with the TAG group.</p> <p>-Systematic review began last year, including development of rubrics and evaluation tools. However during the research stage it was discovered that there may be missing component in the curriculum to assist in developing critical thinking skills.</p> <p>-Approval from the TAG group to pause work on the review until we can include adult-learning experts, UC Davis, can join the work</p>	<p>The TAG group came to consensus to wait until UC Davis can assist in the systematic review.</p>
<b>TRAIN System Updates</b>	<p>-Currently new hire learning agreements and completed competency checklists are sent to the</p>	<p>-The change is anticipated to be</p>

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	<p>consultant for review.</p> <p>-The State is not able to share information about a WIC employee other than whether the final checklist has been completed.</p> <p>-The State is working with the helpdesk to allow trainers to upload the completed checklist to the learner's account in the LMS system.</p>	<p>available in February 2016. Information will be shared via the Weekly Report once available.</p>
<p><b>Nutrition Boot Camp Updates</b></p>	<p>-The Nutrition Boot Camp plan will be shared with Directors at the Jan WIC Partners Meeting. Concerns and logistical needs will be addressed during this meeting.</p> <p>-A request was made to explore looking at GTHM training being held at the local level, with the State providing a train-the-trainer for local trainers.</p>	<p>The group agreed to discuss the director's feedback at the Feb TAG iLinc</p> <p>The group decided to visit the GTHM placement in New Employee training once Boot Camp is developed and piloted.</p>