

Training Directorate DSO-MT Meeting-Wednesday 08 FEBRUARY 2023

**Attendees:**

**Training Directorate**:

Vincent Abel BC-TSB

**Guests:**

Stan GInkens, Terry Bearce, Duncan Wilkinson, Leonard Cantor, Jeff Keegan, Rick Liebe, Henry Phillips, Barry Rice, Cathie Slabaugh, Richard Liliedahl, Jason Galoozis

**Call to order:** 2001

**Calendar**

1. Next T Dir meeting will be 01 MARCH 2023 at 2000 EST (agenda items due 02 MARCH 2023)

2. Next T Dir/DSO MT meeting will be 12 APRIL 2023 at 2000 EST (agenda items due 11 APRIL 2023)

**Opening Remarks**

Mr. Abel welcomed everyone, thanked the group for joining and encouraged submission of problems, issues, and ideas for discussion.

**Training Directorate Updates**

- T Directorate has instituted two new methods for information sharing and feedback. The Training HUB will assist members by providing pertinent information and timely feedback to ideas and concepts presented to the directorate. The Director T-Grams will be short, informative posts designed to broaden understanding of training related concepts and theories. The brief nature of such posts will lend them to sharing within flotilla and division meetings as a supplement to deck plate training.

- Staff Officer Training Courses are being developed. These will assist oncoming staff officers with assuming their duties and will mitigate items and topics that could be lost in a transition. The directorate still encourages a face-to-face handoff when offices change, these courses are designed to supplement that process.

- The Deck plate Learning Series is under construction. The directorate hopes to have that information complete to roll out at NTRAIN.

- There will be upcoming opportunities to become more familiar with Moodle, the T Directorate educational management system. Classes will be offered in Moodle Basics as well as a full class on building and managing courses in Moodle. Any interested parties can contact Mr. Abel.

- There is a newly approved SOP for documentation and entry of leadership competencies, it is as follows:

1.) T DIR (an activity shared between leadership & TS Division personnel) will run a monthly report (via ADII, set up & maintained by our shipmates in U DIR). These reports will show all members who have completed the requirements for leadership competencies for a given month; there will be one report per leadership competency level (1-5).

2.) T DIR personnel will add any new names found on the report to the Leadership Competency Level Award Spreadsheet on the T DRIVE under the tab for appropriate leadership competency level.

3.) DIR-T or DIR-Td will QA check the spreadsheet, after which they will forward the spreadsheet to BSX and DIR-U.

4.) DIR-U will assign personnel in her directorate to bulk upload ALL leadership competency level designations in ADII. BSX will forward notification of all newly awarded leadership competency awards down to the individual DIRAUX offices for certificate printing, signing, and issuance to individual members.

5.) BSX will handle all certificates for Leadership Competency Level 5. Local DIRAUX will handle all leadership competency levels 1, 2, 3, and 4. DIR-U will handle all leadership competency level assignments in ADII.

6.) The three elements on this email (BSX, T DIR, and U DIR) reserve the right to review, propose edits, and reassign duties of this process with the acknowledgement of the other stakeholders for the duration of the program's existence.

7.) Training will be provided for T DIR personnel assigned to this task by U DIR on how to properly access and run leadership competency reports at a date & time to be determined.

**Review of Submitted Items**

1. There will be a Doodle Poll to decide if there will be a new day of the week and time for the DSO-MT meetings.
2. Review was made of the items that T Directorate owns, and can address items and issues easily and with 100% assurance of accurate information. These include the AUXOP courses, BQC II courses, AUX Core Training and the Leadership Courses. Mr. Abel reiterated he will be happy to help members find resources for questions pertaining to courses outside of that scope, however, he will not be able to provide definitive answers or solutions to issues encountered with courses outside of that list.

**Open Forum**

1. Discussion was entertained regarding routing on NTC Completion Certificates and the wish of the DSOs to decrease completion notifications to only those items that they need to mechanically do something with to show course completion in a member’s record.
2. Group sought clarification on utilizing course teaching content outside of Moodle. Relevant issues are the age and rural location of some members, making connectivity difficult. Group inquired if a course is taught offline and a test is given utilizing that same material, would an attestation be able to be used to show course completion.
3. Question was asked if it was possible to have a member’s leadership level show up in their profile in the manner that (BQ or AX) shows up at the current time.
4. Concept was offered of a nationally agreed upon directorate meeting night to alleviate scheduling issues.
5. Question was asked regarding the necessity of copies of NTC results when they are loaded via another process.
6. DSO-MT as a group is still encountering great difficulty getting the charts and exams necessary to complete AUXNAV Part B.

**Adjourned:** 2044

Respectfully Submitted

Aux. Vincent Abel Jr.

T Directorate BC-TSB