

VDEM Training Update



Agenda

- Help mechanisms available for Knowledge Center use
- VDEM/OTE training policy refresher
- Results of Summer, 2012, Training Needs Assessment Survey

Meridian Global

- New and improved version of same KC
 - KC Structure
- Many navigation improvements, greater control and capability, more automation
- 170 state domains (140 agencies) switched simultaneously June 25.

Need Help?

- Call the help desk: 804-897-9995 or email: lmshelp@vdem.virginia.gov.
- On-screen help accessible on each screen of the system.
- Information sheet accessible in the login page announcements section.
- Help videos will be added later.
- Ask Office of Training and Exercises staff for more training.

Training Policy Highlights

- Enrollment period
- Late requests for enrollment
- Minimum enrollment
- Please do not wait until the last minute to sign up for courses. Course go/no-go decision is made at the one week mark!
- Cancelling enrollments
- Notification time period for course requests

All the moving parts

DATE RANGE	WHAT'S HAPPENING
Pre-Day 1	Local POC submits training request to Training Coordinator. Local POC and Training Coordinator work together on scheduling and facility arrangements.
Day 1	Assign course manager. Send out solicitation for instructors.
Days 2-6	Course Manager obtains specific facility details from training coordinator and facility POCs. Course opened for enrollment in LMS.
Days 7-11	Advertisement begins via website, EM Update, social media, etc. Instructor selection and notification.
Days 12-52	Students receive and process information on course, negotiate personal schedules, register for KC account, get approved, contact help desk for assistance, enroll in course, complete and submit prerequisites (as required) and are enrolled in the course. Students make corresponding travel arrangements.

More moving parts

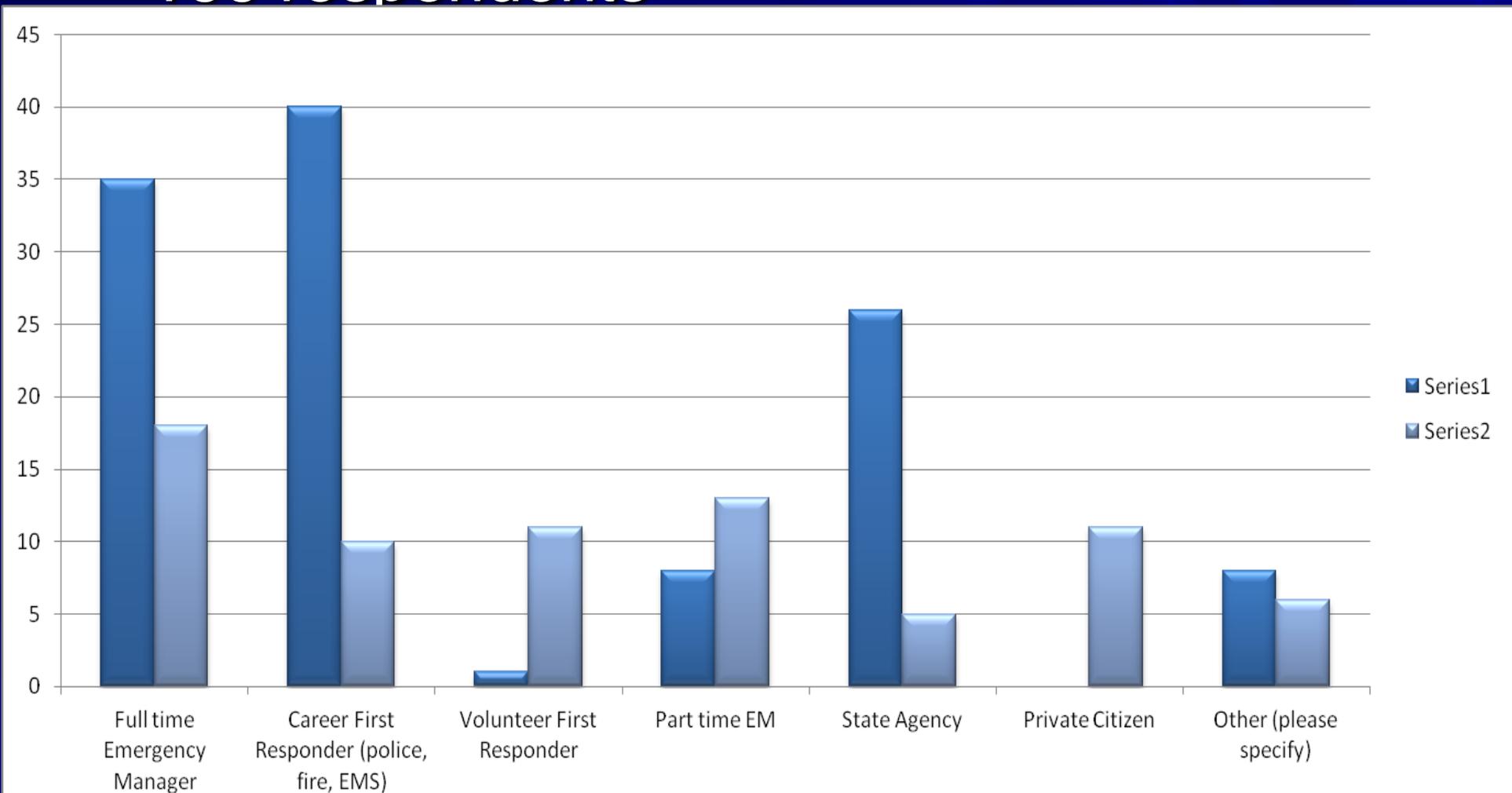
DATE RANGE	WHAT'S HAPPENING
Noon: Day 53	Course closed for enrollment. Course Go/no-go decision.
Beginning Day 54	Course confirmation sent.
Days 54-59	Cancellations, apply hierarchy to roster, substitute waitlist participants, notification to students affected + revise travel arrangements as required, ship materials or make arrangements to deliver materials, travel to training site.
Day 60	Course begins.

What to expect in the future

- Expanded use of KC for VDEM workshops, seminars, etc
- Expansion of online training via the KC
- Training adjustments based on survey results.

VDEM 2012 Training Assessment Survey

■ 166 respondents



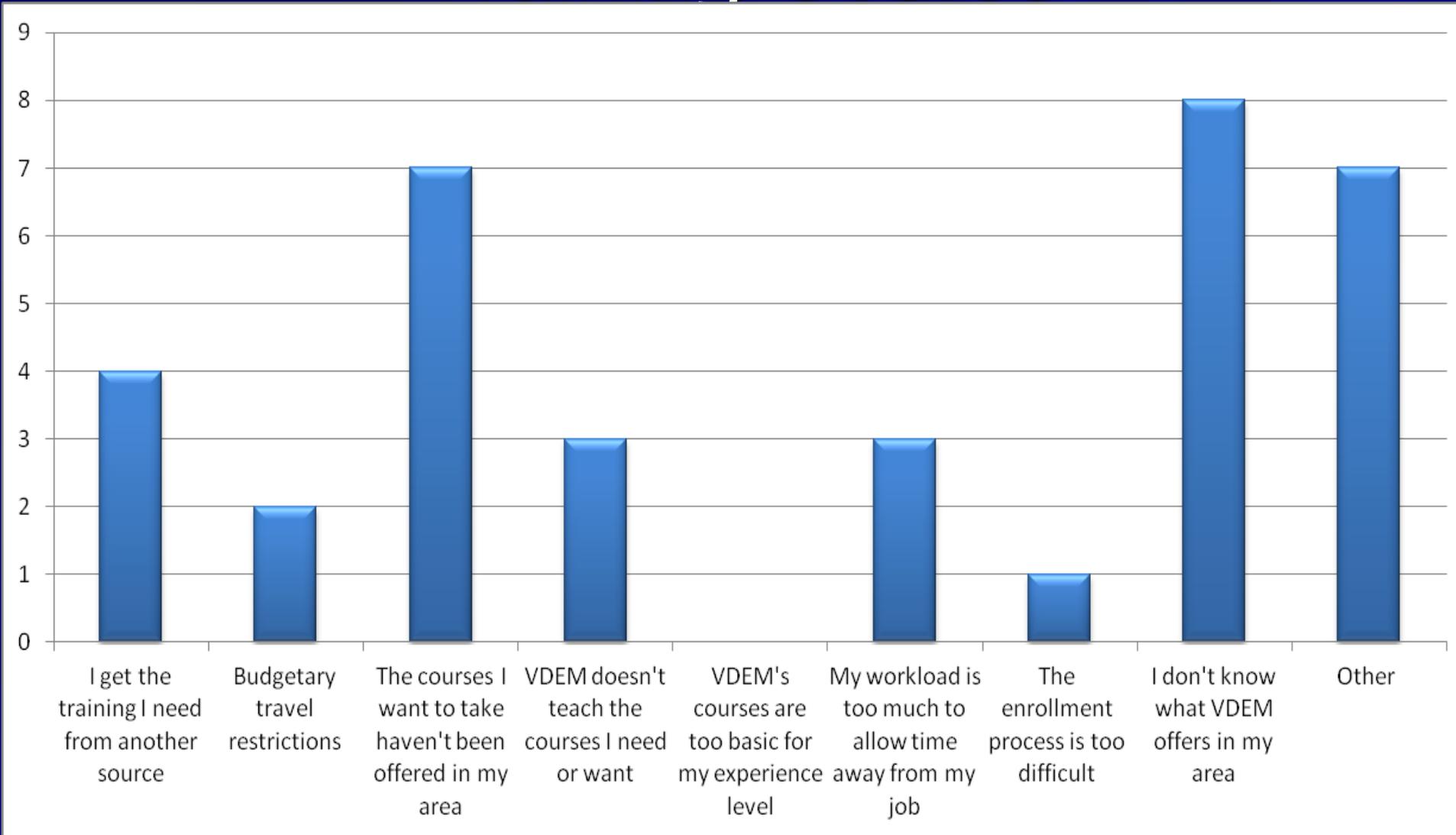
Survey Goals

- How can we:
 - ensure we are meeting the need for local training
 - get the most “bang for the training buck”
 - provide the best quality product possible
 - avoid cancelling classes

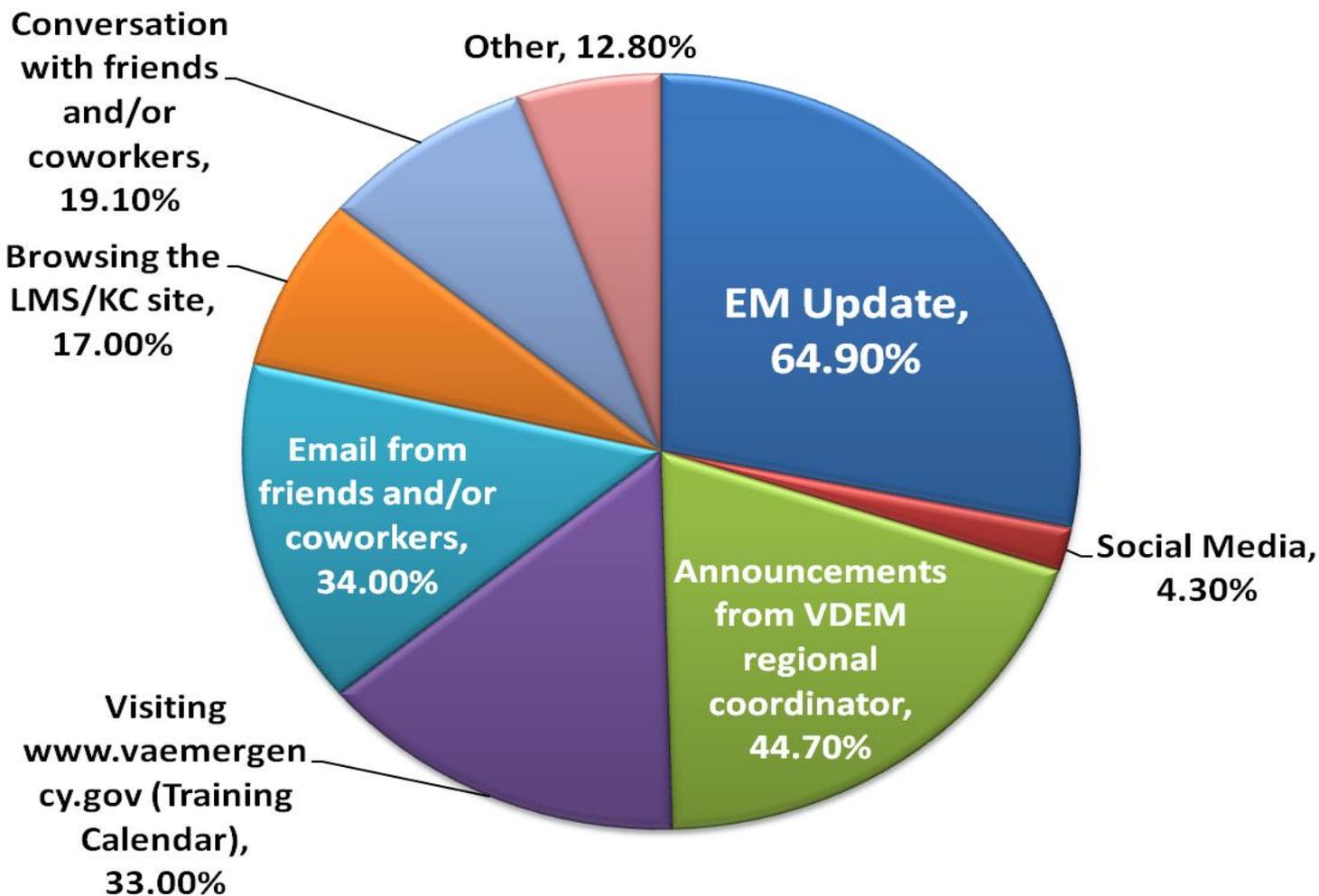
Satisfaction Level for Courses

Course	Very Satisfied/Satisfied	Neither Satisfied nor Dissatisfied	Dissatisfied/Very Dissatisfied
Instructional Expertise	91.5%	6.4%	2.2%
Networking/learning from other students	88.3%	10.6%	1.1%
FEMA curriculum content	78.7%	16.0%	5.4%
Virginia specific information	77.7%	21.3%	1.1%
Practical application exercises	75.5%	22.3%	2.2%
Amount of information versus time allotted	79.8%	16.0%	4.2%

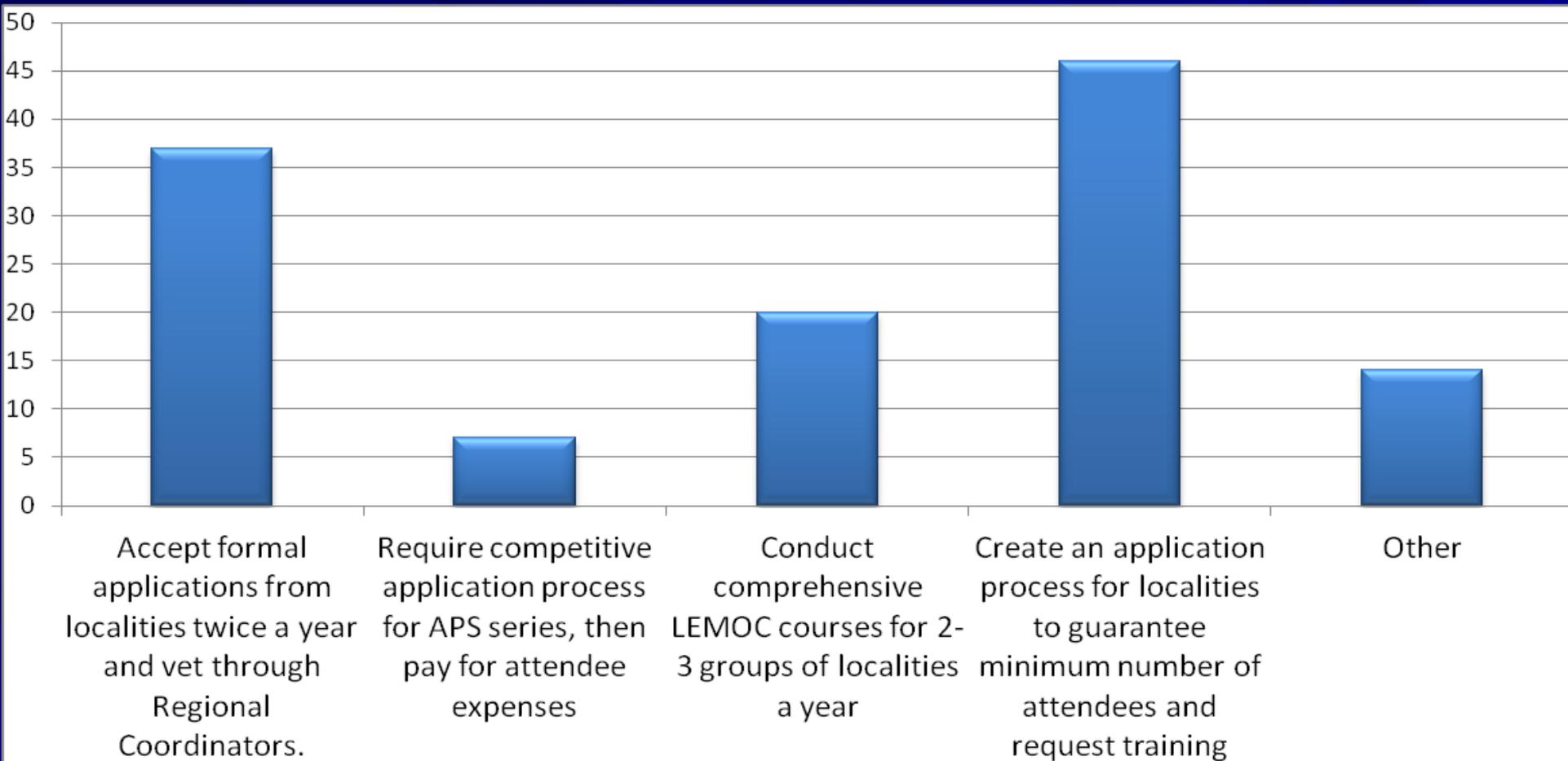
Reasons for not taking a VDEM Training Course



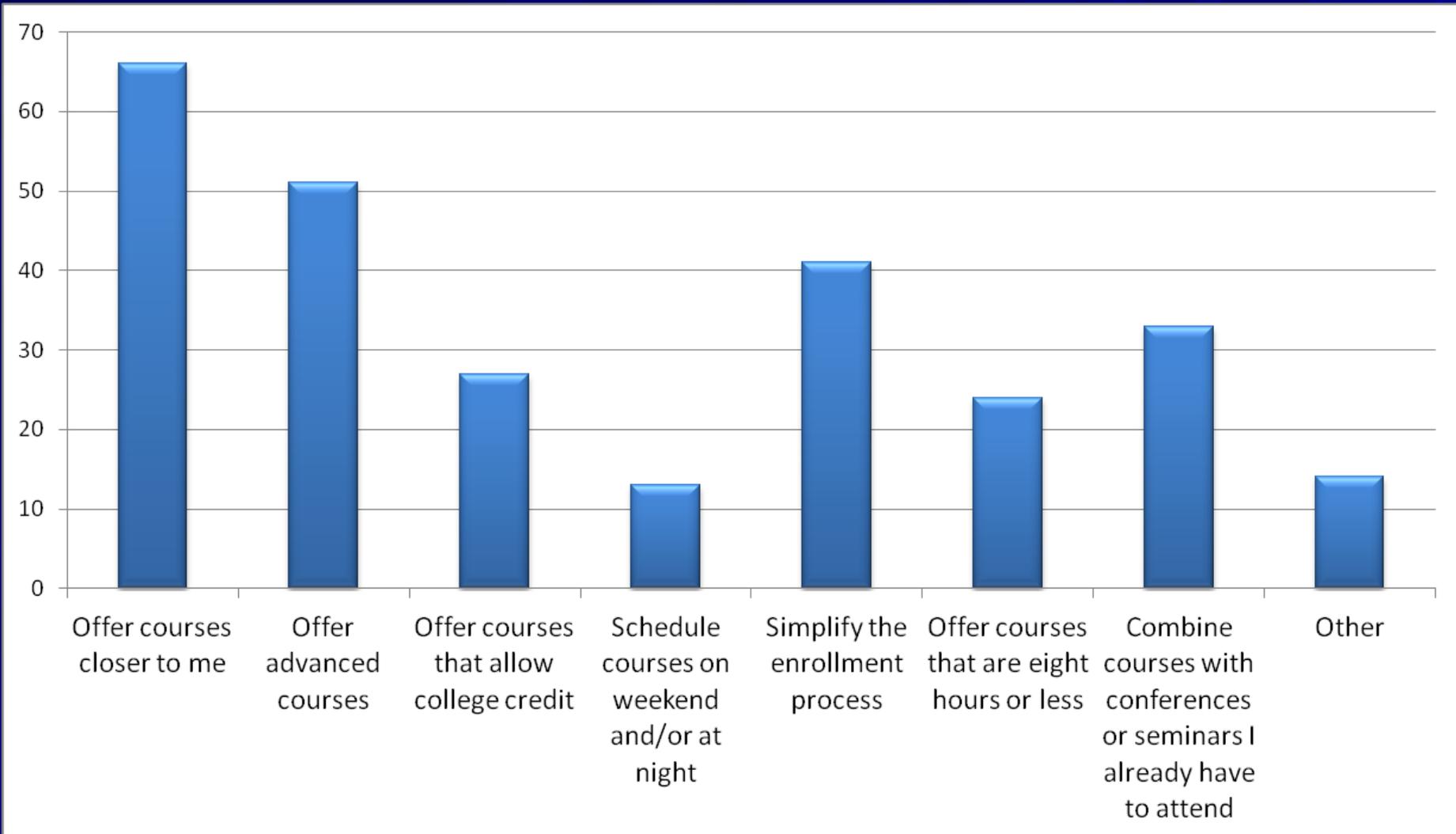
Finding training opportunities offered by VDEM



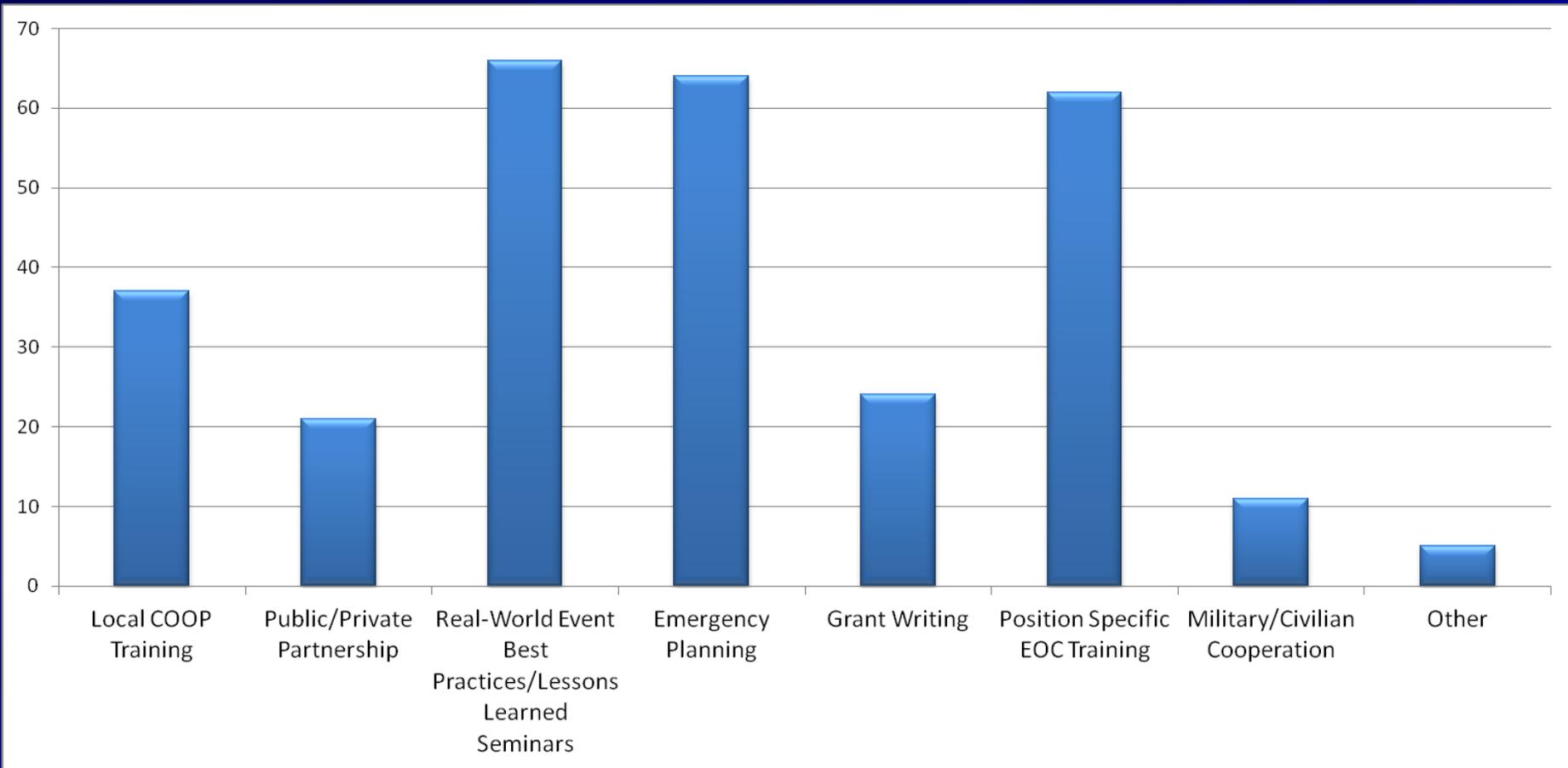
Scheduling / Conducting Courses More Efficiently



What would encourage you to enroll in more VDEM courses?



Priorities for Training Development



Discussing

- Improvement planning workshops biennial starting next year
- Moving away from EM Academy format
- Spreading courses to more locations
- Developing courses based on priorities for training development
- Short, online courses
 - Position specific EOC training
 - “VDEM-101”
- More Virginia specific course tailoring

QUESTIONS/COMMENTS?

■ THANK YOU!