



**State of Florida
Department of Children and Families**

Charlie Crist
Governor

George H. Sheldon
Secretary

DATE: August 20, 2008
TO: Regional Directors
THROUGH: John K. Cooper, Acting Assistant Secretary for Operations
David Fairbanks, Assistant Secretary for Programs
Patricia Badland
FROM: Patricia Badland, Director of Office of Family Safety
SUBJECT: Mentoring Through Qualitative Discussion
Train-the-Trainer - Response Due By September 1, 2008

John K. Cooper
David Fairbanks

Purpose: This memorandum is to advise you that the Office of Family Safety is sponsoring two training sessions in September that will provide local trainers a curriculum from which they can train front line supervisors to become better mentors to staff by using the qualitative discussion protocols in the new QA system.

Background: The qualitative discussion protocols were built from an existing and successful process used by Kids Central, Inc., and in consultations with Dr. Peter Digre, a nationally known expert in the field. Dr. Digre and leadership recognize that supervisory direction is critical to keeping children safe and achieving timely permanency, and agreed that these qualitative discussions can create an environment conducive to critical and reflective thinking that will result in more positive outcomes for those we serve.

In addition, qualitative discussions naturally provide a perfect chance for supervisors to mentor staff. Supervisors are not only overseeing performance, but can use the opportunity to teach their staff better skill sets and increase their knowledge base, while building confidence and enhancing worker morale.

In April 2008 Dr. Digre facilitated several training sessions around the state in which the concept of qualitative discussions between supervisors and staff was a major topic. Subsequently, the Office of Family Safety contracted with an instructional designer to develop a curriculum based in part on Dr. Digre's counsel, to teach supervisors how to effectively conduct these qualitative discussions and mentor staff.

Action Required: We are now ready to deliver the training and invite one trainer per circuit and one per lead agency to participate. Please share this information with the lead agencies.

1317 Winewood Boulevard, Tallahassee, Florida 32399-0700

Mission: Protect the Vulnerable, Promote Strong and Economically Self-Sufficient Families, and Advance Personal and Family Recovery and Resiliency

This one-day training session is being offered in two locations to minimize travel expenses as much as possible. Regretfully and contrary to earlier discussions, the Office of Family Safety is not able to cover travel costs for this training due to budget constraints.

Please see the attached list of attendees currently identified. You will need to identify any other attendees by September 1, 2008.

September 9, 2008

8:00 AM – 5:00 PM

Embassy Suites Orlando North
225 Shorecrest Drive
Altamonte Springs, FL 32701

(407) 834-2400

September 11, 2008

8:00 AM – 5:00 PM

Hilton University of Florida
1714 SW 34th Street
Gainesville, FL 32607

(352) 371-3600

Contact Information: If you have any questions and wish to add a representative from your area, please contact Gail Perry, Office of Family Safety Quality Assurance, at (850) 921-7794 or email her at: gail_perry@dcf.state.fl.us.

Attachment

cc: Quality Assurance Managers
Matthew Clapps, Office of Family Safety Training
Eleese Davis, Office of Family Safety Systems Performance

Train the Trainer
Supervisory Mentoring Training Sponsored by Quality Assurance

September 9, 2008	Orlando	
Trainee	Agency/Circuit	Email Address
Shelly Numa	Child and Family Connections	
Rick Rosemont	Circuit 19	Rick.rosemont@uff.us
Kevin Nelson	Our Kids, Inc	
Karen Gibson	Circuit 16	Karen_Gibson@dcf.state.fl.us
Rosa Baez	Circuit 11	Rosa_Baez@dcf.state.fl.us
Mark Holsapfel	Circuit 15	Mark_Holsapfel@dcf.state.fl.us
Kraig Keller	Circuit 17	Kraig_Keller@dcf.state.fl.us
Lynne Hendren	CBC Brevard	lynn.hendren@cbbcbrevard.org
Amanda Ross	CBC Seminole	amanda.ross@cbbcseminole.org
Doris Banks	Kids Central, Inc	Doris.banks@kidscentralinc.org
Andrea Mertyrus	Sarasota Family YMCA	amertyrus@sarasota-ymca.org
Tracy Wolfe	Heartland for Children	twolfe@heartlandforchildren.org
Gina D'Avola	Circuit 20	Gina_D'Avola@dcf.state.fl.us
	Circuit 12	
	Circuit 13	
David Martine	Circuit 10	David_martine@dcf.state.fl.us
Lance Morgan	Circuit 9	Lance_morgan@dcf.state.fl.us
Reevondala Ivory	Circuit 18	Raevondala.ivory@dcf.state.fl.us
Alisa Carter	United for Families	alisa.carter@uff.us
Alicen Smith	Family Services of Metro Orlando	asmith@fsmetroorlando.org
Patricka Coleman	ChildNet	PColeman@ChildNet.us
Karen Turcotte	Children's Network of SW FL	kturcotte@childnetswfl.org
Nick Allegretti	Hillsborough Kids	Nick.allegretti@hillsboroughkids.org
Peggy Fleming	Community Partnership for Children	pfleming@fmhi.usf.edu
September 11, 2008	Gainesville	
Duncan Bonnett	Circuit 3 and 8	Dunca_bonnett@dcf.state.fl.us
Theresa Pringle	Circuit 4	Theresa.pringle@fssnf.org
Dave Howe	Circuit 7	Dave_howe@dcf.state.fl.us
Genetta Salter	Circuit 1	Geanetta_salter@dcf.state.fl.us
Krisiti Seybolt	Clay & Baker Kids Net	kseybolt@cbkn.org
Caryn Zink	Family Integrity Program	czink@sjcfl.us
AnJanette O'Neal	Family Support Services of NF	AnJanette.Oneal@fssnf.org
Bea Rembert	Partnership for Strong Families	Beatrice.rembert@pfsf.org

Train the Trainer
Supervisory Mentoring Training Sponsored by Quality Assurance

Elena Aldridge	Families First Network	Elena.aldridge@bhcpns.org
David Congdon	Big Bend CBC	david.congdon@chsfl.org
Cherie Mullins	Children's Home Society	Cherie.mullins@chsfl.org
Atarri Hall	Circuit 2	Atarri_hall@dcf.state.fl.org
Michael Guilfoyle	Circuit 14	Michael_Guilfoyle@dcf.state.fl.us
Mary Kay McAnally	Circuit 1	Mary_McAnally@dcf.state.fl.us
Renee Sutherland	Circuit 5	Renee_Sutherland@dcf.state.fl.us
	Circuit 6	
	Eckerd Foundation	