

I N F O R M E R

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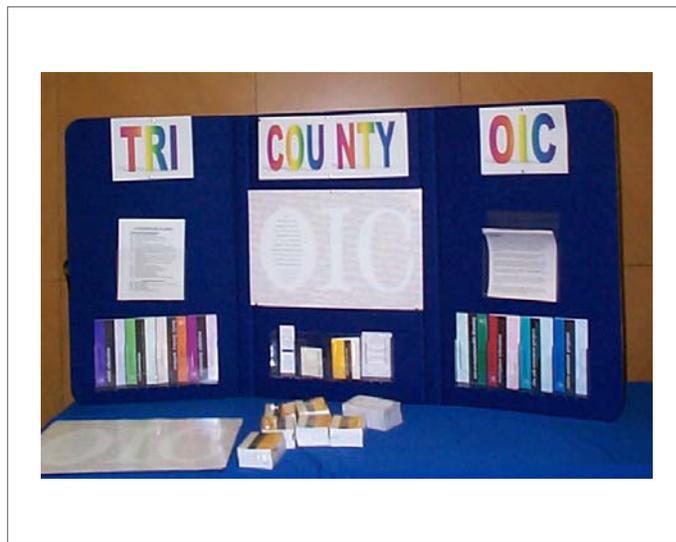
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ANNUAL STAFF MEETING HELD

The OIC Annual Staff Meeting was held at the Jewish Community Center on Wednesday and Thursday, July 12th and 13th. Nearly 40 staff members from the main OIC location, several satellite sites, and 2 consolidated sites attended. Delicious food, colorful and informative displays, great conversation, numerous instruction and motivational handouts and super presentations were the order of the days.

The annual meeting is an attempt to set the tone for the upcoming school year. The executive director, Jeff Woodyard, provided the attendees with an overview of OIC on Wednesday. He started by giving a national, then regional, and finally a local perspective of what OIC



Deb Stevenson designed this informational display

does best – train people for life. Also, on Wednesday the program coordinators provided an overview of their respective programs. Highlights of the past year as well as goals and objectives for the upcoming year were presented to the lively group.

Breakout sessions were held the second day of the meeting. These sessions gave participants an opportunity to learn more about issues, procedures and initiatives that face us this coming year. The breakout

BREAKOUT SESSIONS PROVIDED MORE INFORMATION FOR STAFF

sessions were led by Mike Sobkowski – *Goal Setting Using the EFF Framework*; Lee Knisely - *Data Collection and Its Importance*; Eric Epstein – *The GED Testing Process*; and Dave Krick – *Introduction to the*

OIC Web Page. All of the breakout sessions were informative and offered lots of useful information. Additionally Vicki Hoffman gave an overview of how staff can make the best use of volunteers, and David

Wisman talked about the hundreds of video and CD-ROMs resources available in the *Learning Opportunities Center*.

INFORMATION AND HANDOUTS STILL AVAILABLE

The executive director used the gathering as an opportunity to challenge the staff to come up with suggestions on how OIC can be made a better

organization. The results of this brainstorming process will become part of OIC's *Strategic Plan*. Many good ideas were offered.

your comments, suggestions, or questions about the staff meeting to me at jwoodyard@tricityyoic.org.



Eric Epstein poses for the photographer.

The comments below were taken from the workshop evaluation forms. Staff who were not able to attend the staff meeting can email Dave Krick at dkrick@tricityyoic.org to get a copy of all the handouts and *give-aways*. You can email

Thanks to all who made this meeting a success.

The Strategic Planning Brainstorming Results are Coming Soon.

“Delicious food, colorful and informative displays, great conversation, numerous instruction and motivational handouts and super presentations were the order of the days.”

THE REVIEWS ARE IN.....

Staff had the opportunity to rate the annual meeting. The collective comments, suggestions and observations are listed below. Some comments may have been edited to remove any references to specific staff or sessions. Thank you

for completing the workshop evaluation. Your comments will help us make the next staff meeting even better.

Session Title: *Strategic Planning Brainstorming*
Facilitator: *Jeff Woodyard*

Comments:

- Extremely beneficial in planning process. I was encouraged and re-motivated to give and receive new skills within the OIC framework.

STAFF MEETING WELL-RECEIVED

- I was surprised at some of the ideas or focus of some of my co-workers when presented with the challenge of what would make OIC better.
- As always, a good



Jan Wessell and Carolyn Wisman look over the goodies. Harrisburg State Hospital staff talk in background.

learning experience.

Session Title: *Overall Staff Meeting*
Facilitator: *Various*

Comments:

- All were very helpful and enlightening.
- Being a new staff

learning more about OIC was a very helpful resource. I can speak with others about this organization and what it can offer others.

- Breakout sessions were okay. Didn't get to one because some were too long.
- Give-aways helped new staff feel a part of the big picture.
- I like the tone and atmosphere of this annual meeting. It was good to meet new people and interact with others.

- I liked being a presenter, I had fun overall at the workshop.
- I would like to see more of other staff members come and share what they do at their sites.
- It was nice to meet people from the sites and consolidated sites. Good to see/chat with other people who aren't around much. Good to get to know new staff better.



Youngest staff member enjoys the activities.

- Lots of pertinent information – top down information great for old and new staff.

OVER 30 PEOPLE COMPLETED THE WORKSHOP EVALUATIONS

- Management overviews were enlightening but too long. Audience lost interest by the time 3 were complete and lunch was over.
- OIC has come a long way.
- Overall, the entire OIC annual staff meeting was positive, informative and fun. Each presenter made valid and important comments about their particular area and I feel that we can all benefit from their workshops.
- Presentation was great, very informative
- So many dedicated people.
- Telling of the OIC beginning and the creation of OIC was very knowledgeable.

“To catch the reader's attention, place an interesting sentence or quote from the story here.”

- Thanks for the candy dish.
- This presentation answered all of the questions I had about OIC. The information was well presented.
- Time limits for presenters.

Session Title: *Project Overviews*

Facilitators:
Eric Epstein, Lola Lawson, Mike Sobkowski, Lee Knisely, Priscilla Ferguson, Dave Krick, Dave Wisman



Vera Reynolds and Jennifer Jenkins in deep thought.

- A lot of information that will *force* instructors to evaluate instructional design/ technique.
- As usual, the presenter was very thorough with respective area.

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If you would like an original glossy color copy of the *Inform*, email me at my OIC web address:

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- Good step-by-step information and checklist for practical use.
- The presenter did a nice job presenting a large quantity of information in a short period of time.
- I thought the pronoun "I" was used too much, but other than that, the presentations were inspiring.
- It was presented very well and I understood what she was talking about because she explained it very well.
- Outstanding presentation. Actual case studies were informative and thought provoking. Honesty of the presenter's frustration was a plus. Increased my knowledge and made me aware of programs new to me. "Adaptability" was not only a word – it was an actual working tool.
- Powerful presentation. Data gathering is usually non-mind stimulating but this presentation was NOT.
- Provided some worthwhile information and figures. In substance had one of the most critical presentations. Report was marred by unprofessionalism. The presenter seemed to develop an attitude when audience members asked questions. It was inappropriate to allow that to show. I was embarrassed as part of the group at an annual meeting to having to witness that.

STRATEGIC PLANNING PROCESS BEGINS

- The presenter is an inspiration to the staff at OIC. The presenter's caring nature and support of the students enlivened me. Hearing anecdotes added to an understanding of the program. The presenter handled her presentation with finesse.
- Utilized an effective approach by using examples during the presentation.
- Very impressive presentation. The presenter demonstrated skill in communications. The



Dave Krick demonstrates how to access email on the OIC web site.

stimulating presenter. Provided me with before absent tools. Made me aware of what barriers that could prevent successful completion of program.

- Visuals were effective and relevant.

report was informative. The presenter used carefully chosen wording and turns of phrasing to develop the point. It was a little too long though.

- Very informative and



Informers Addendum

Thanks for these additional workshop comments:

- I am happy to be part of OIC. What a wonderful group of dedicated people.
 - Presentations were reminders about the "customers" are the main focus and hearing about the commitment and success stories provides the shot in the arm when you think you're not making a difference.
 - Thanks for all the OIC handouts and goodies. Trying to keep the candy jar filled is a problem.
 - The background info provided about OIC was extremely informative and interesting. The current status/state of affairs provided a wealth of information, resources and contacts.
 - The best part of the two days was the sense of belonging that we all felt. The info about OIC was very enlightening and the handouts were great.
 - The breakout sessions were very good for meeting individuals, sharing and for making contacts - Great for networking.
 - The presenter was extremely patient and helpful in getting into your e-mail, explaining how to use it and tabbing through the Web site. He genuinely asked for comments and suggestions about the web site to improve it for the users. Super!!
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- The workshop was informative, relevant and enjoyable. I especially enjoyed the presentation on goals. The learner goal sheet will be very useful in helping my clients set and identify appropriate goals.