



The Training Wheel



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In this issue:

- Spring Brings New Growth & Change to NC Regional Training Center
- CPD Application Deadline Rapidly Approaching
- Training Center Prepares to Assist Commanders with Delivery of NSPS Training
- FY06 Lead Train-the-Trainer Schedule Announced
- NC Region Begins Operating Under CHRA Baseline Program
- AMSC Catalog Now Online
- Ask the Training Wizard

"I have a strong desire to help make a difference and of all the functions in Human Resources, I believe HRDD is the area that will best allow me to do this."
 Leona Vilmont, Chief HRDD

Spring Brings New Growth & Change to NC Regional Training Center

The spring season brings with it new growth and change: warmer weather, blooming flowers, green grass and the return of birds and insects. This spring the North Central Regional Training Center is experiencing its own change – a change in leadership.

On March 4th, the NC Regional Training Center bid farewell to Chief Perry Blake. Perry accepted a position with the Civilian Human Resources Agency, European Region located in Sechenheim, Germany, where he will



Perry Blake resigns as CHRA-NC HRD Chief to accept position with CHRA-E HRDD

continue his work in employee development with the Human Resources Development Division.

Perry's enthusiasm, creativity, ingenuity, and genuine dedication to customers' needs contributed to his effectiveness as Chief of the NC Regional Training Center.

We wish Perry Godspeed as he continues along his journey of success in Germany. At the same time we extend a warm welcome to the NC Regional Training Center's new Chief, Ms. Leona Vilmont.

With her, Leona brings 28 years of Human Resource experience. She has held

various positions in Staffing, Labor Relations, Mobilization and Information Management.

When asked about her interest to work in the



The North Central Regional Training Center welcomes new Chief, Leona Vilmont

Employee Development arena Leona explains, "I have a strong desire to help make a difference and of all the functions in Human Resources, I believe HRDD is the area that will best allow me to do this.

Army has been very good to me throughout my career and I want to give something back. Helping prepare employees to succeed through education and training is one way I can do that."

To contact Leona, please call (309) 782-0114 or email Leona.Vilmont@us.army.mil

CPD Application Deadline Rapidly Approaching

Competitive Professional Development University Training is a great way for GS-11s and higher within the Army Civilian Personnel community (CP-10) to take mission related college classes.

Successful nominees will submit a proposed program of study at an accredited college or university

(including web-based institutions) for a 12-month period.

Application packages for the 05-06 school year must be received by the North Central Regional Training Center by **10 May 05** for the CHRA deadline of 30 May 05.

Application packages

should be submitted using application number CP10CPD02. **NOTE: Selected participants are required to sign a Continued Service Agreement.**

Further information and online application materials may be found at <http://cpol.army.mil/library/train/catalog/ch03cp10.html>

Upcoming Courses

LEAD

2-6 May
Ft. McCoy, WI
Portland, OR

GSSG

3 May
VTT

ILDC

9-13 May
APG, MD
Warren, MI
Red River, TX

LEAD

9-13 May
90th RRC, Dallas, TX

OLE

9-20 May
Kansas City, MO

Paysetting

10-11 May
12-13 May
Rock Island
Arsenal, IL

Mgt Skills for Sec's and Support Staff

12 May
Warren, MI

Basic MER

16-20 May
Rock Island
Arsenal, IL

HR for Supervisors

16-20 May
Ft. Meade, MD

Framing Charges

19 & 24 May
VTT

Understanding the MBTI®

1-2 June
Rock Island
Arsenal, IL

HR for Supervisors

13-17 June
Rock Island
Arsenal, IL

For a complete course
listing go to

<https://nccpoc.ria.army.mil/Apps/RegTrain/REGIONALmenu.asp>

Training Center Prepares to Assist Commanders with Delivery of NSPS Training

The North Central Regional Training Center is preparing to support commanders as they fulfill their National Security Personnel System (NSPS) responsibilities. Training will be critical to successful NSPS implementation and will be designed to meet the different needs of organizations and employees entering the system.

It is anticipated that two types of training will be needed: Change-Management and NSPS-specific operations training. The NC Regional Training Center, together with our CPAC training partners, is committed to ensuring *your* workforce training needs are met.

In preparation for NSPS training, the NC Regional Training Center recently hosted two "Instructional Methods" course offerings. The course is designed to enhance skills of those responsible for conducting



various types of Army human resources training. It is also used to develop and enhance individual platform and facilitation skills.

Course participants were identified and nominated to

attend Instructional Methods by their respective CPAC Chief or CPOC Director and were selected by NC Regional Director, Jan Carbone.

We are pleased to report a total of 36 individuals from across the NC region completed the two courses held the weeks of March 29th – April 1st and April 19th-22nd. The NC Regional Training Center congratulates all the participants and looks forward to working with them in the future.

FY06 LEAD Train-the-Trainer Schedule Announced

Interested in becoming a LEAD facilitator?

The next LEAD Train-the-Trainer (TTT) course is scheduled for 17-29 July 05. This is the final course for FY05. The course will be offered in FY06 on the following dates:

- ◆ 16–28 Oct 2005
- ◆ 26 Feb-10 Mar 2006
- ◆ 01-12 May 2006
- ◆ 16-28 July 2006

Applicants must submit a DD Form 1556 and a Joint Management/Instructor Memorandum of Agreement (see eligibility requirements) to:

Center for Army Leadership,
ATTN: Civilian Leadership
Training Division, Bldg 120,
250 Gibbon Ave. Fort
Leavenworth, KS 66027-
2314. FAX: 913-758-3508
(DSN 585).



Additional course information, a DD Form 1556 and the Joint Management/Instructor Memorandum of Agreement can be located at:

<http://cpol.army.mil/library/train/catalog/ch01leadttt.html>

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"To maintain standardization throughout the Civilian Human Resources Agency (CHRA) as a whole, a Baseline Course Catalog has been developed."

NC Region Begins Operating Under CHRA Baseline Program

Effective in January of 2005, the NC Region began operating under the CHRA Baseline Program. The purpose of the baseline program is to establish the responsibilities and duties of a Regional Human Resources Development Program. The ultimate goal



is to improve individual and organizational performance through workforce development.

One of the program elements consists of offering a wide variety of learning

opportunities for our region. To maintain standardization throughout the Civilian Human Resources Agency (CHRA) as a whole, a Baseline Course Catalog has been developed.

Courses listed in this catalog, along with courses identified during our annual training needs survey, will be used to develop our annual training plan.

The CHRA Baseline Course catalog is available on our homepage at: <http://cpolrhp.belvoir.army.mil/ncr/> >Functional Areas>Human Resources Development>HRD Baseline.

Also identified in this course catalog are standard 7-character course codes that will be used to report training completions in the Defense Civilian Personnel Data System (DCPDS).



These course codes will also be used in the Civilian Human Resources Training Application System (CHRTAS). Recording training completions using the mandatory course codes will allow us to track training productivity.

AMSC Catalog Now Online

FORT BELVOIR, VA. (ARMY MANAGEMENT STAFF COLLEGE, April 28, 2005) –The Army Management Staff College provides professional programs that can and do develop leaders that take pride in knowing their business. We also offer a variety of consulting sessions and instructional workshops that can be delivered right to your home station. Each consulting experience gives us the opportunity to seek

information for new and relevant case studies or practical exercises – a potential win-win situation!

A well-educated, professional workforce is an asset to the Army. To find out how you can take advantage of our programs and services, the AMSC catalog is now online at <http://amsportal.belvoir.army.mil/catalog.pdf>

At AMSC, we offer a unique learning experience to leaders on all levels in an environment that fosters personal and professional growth. Our goal is to educate leaders about the business that is the United States Army. AMSC is an agent of change...we are transforming Army leaders through education!



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Ask the *Training Wizard*...

Dear Training Wizard,

I have an employee who failed a course that my organization paid for. Is the employee responsible for reimbursing the government for the cost of the course?

~Wondering in Maryland

Dear "Wondering,"

Army Regulation 690-400 states, "Commanders at all levels must ensure that the Government's interests are protected when an employee fails to complete training for which DA pays all or part of the training expenses. (This includes both Government and Non-Government Training.

a. Government training. If an employee fails to complete training satisfactorily, one of the following actions will be taken:

(1) If failure is due to the employee's negligence or willful misconduct, disciplinary action will be taken.

(2) If failure is for reasons beyond the employee's control (such as illness or recall by proper authority), no action will be taken.

b. Non-Government training. If an employee fails to complete non-Government training satisfactorily, actions in (1) or (2) below will be taken.

(1) If failure is due to the employee's negligence or willful misconduct, he or she will repay training expenses other than salary costs. If appropriate, disciplinary action will be taken.

(2) If failure is for reasons beyond the employee's control, no action will be taken.

~Training Wizard

Dear Wizard,

What is a continuing service agreement?

~J.B. (Ft. McCoy, WI)

Dear J.B.,

Continued service agreements are provided for in section 4108 of title 5, United States Code. Agencies have the authority to determine when such agreements will be required. The head of the agency shall establish written procedures which include the minimum requirements for continued service agreements. These requirements shall include procedures the agency considers necessary to protect the Government's interest should the employee fail to successfully complete training.

An employee selected for training subject to an agency continued service agreement must sign an agreement to continue in service after training prior to starting the training. The period of service will equal at least three times the length of the training.

If an employee fails to fulfill the agreement, the agency has a right to recover training costs, except pay or other compensation, if the employee voluntarily separates from Government service. The agency shall provide procedures to enable the employee to obtain a reconsideration of the recovery amount or to appeal for a waiver of the agency's right to recover.

~Training Wizard

Dear Training Wizard,

What are the rules for attending conferences as training?

~Marsha (Ft. Sam Houston)

Dear Marsha,

Agencies may sponsor an employee's attendance at a conference as a developmental assignment under section 4110 of title 5, United States Code, when (a) The announced purpose of the conference is educational or instructional; (b) More than half of the time is scheduled for a planned, organized exchange of information between presenters and audience which meets the definition of training in section 4101 of title 5, United States Code; (c) The content of the conference is germane to improving individual and/or organizational performance, and (d) Development benefits will be derived through the employee's attendance.

~Training Wizard

Editors Note: If you have questions for the Training Wizard please email them to Pamela.Koby@us.army.mil Responses will be published in the quarterly editions of the Training Wheel.