

Natural Resources Management Career Development Steering Committee
Meeting Notes
7 April 2009

1. Conference call started at 1300 hrs, with a welcome to new member Phil Deffenbaugh, SPD Representative.

2. Heather Burke provided an overview of the assignment to develop a CP-18 Professional Development Map (PDM) for the 0401, 0025 and 0025 series, with concentration on the 0401 series. We will use the Excel spreadsheet template sent out 30 Mar 09 for use to develop the PDM for the 0401 series. We are now looking at the whole series, not just NRM specific. Heather will take the lead on this assignment. Our timeline is:

- First Draft of information on Excel sheet to Heather, COB 15 May 09
- Teleconference 19 May 09, 1300 hrs EDT, discuss sheet
- Meet Face-to-Face to finalize draft, 13-17 Jul 09, Sacramento District Office, Sacramento, CA
- Final Draft to Mike Ensich COB 20 Jul 09

The following is a breakdown of work assignments:

- Series Description – Keith Hyde
- Career Opportunities – Susan Clevestine
- Functional Competencies – Marilyn Jones/Steve Austin
- Functional Training – Lacy Evans
- Professional Development Education – James Murphy
- University Training & Education – Pat Kline
- Department of the Army Mandatory Training – Elaine Brubaker
- Learning Resources; Career Guides/Regulations; Career Links – Phil Deffenbaugh
- Professional Organizations/Journals – Heather Burke

3. Next Face to Face will be in Sacramento, CA and Phil will coordinate getting a block of hotel rooms and a meeting location in the District Office. Travel on the 13th and 17th of July and work 14-16 Jul 2009.

4. Steve updated us on the Career Guide is back with him and he will send out to Marilyn to circulate with the Committee one last quick review and then he will staff it through HQ.

5. DVD 2nd Run funding has been approved. Steve will get MIPR funds to Baltimore District as soon as he can, for the DVD work. Timeline for getting this batch of DVDs mailed is approximately Mid-May.

6. Updating the links on the website this week. Heather will provide an updated copy of the CAP participants to Marilyn to include on site.

7. No other business, call ended at 1350 hrs.

Marilyn K. Jones, PM, CPRP
Chair, NRM Career Development Steering Committee