

# **NLTAPA PROFESSIONAL DEVELOPMENT COMMITTEE**

## **Calendar Year 2010 Work Plan**

<b>WORKGROUP MEMBERS</b>	<b>PURPOSE</b>
<b>JIM SELF, OKLAHOMA TTAP, CO-CHAIR LAURA MELENDY, CALIFORNIA LTAP, CO-CHAIR SCOTT BERSHING, MICHIGAN TTAP BRENT ELSKAN, FLORIDA LTAP CAROL KILKO, PENNSYLVANIA LTAP VALERIE PITTS, KENTUCKY LTAP</b>	<b>Provide internal professional development and assistance to improve Center management and performance and manage the associations awards program</b>

### **2010 WORK PLAN & BUDGET**

<b>Task</b>	<b>Due Date</b>	<b>Budget</b>
<b>1. Coordinate with 2010 Annual Conference Planning Committee to ensure that PD and NLTAPA EC identified topics are on the agenda</b>	Jul 2010	\$0
<b>2. Manage selection and presentation of the 2010 National Achievement Award</b>  The call for nominations is distributed via t2all in March with nominations due to the PD work group by mid April. The NLTAPA EC will select the award recipient(s) during the Spring EC meeting in April. The award(s) will be presented at the annual conference in July. The budget includes \$300 for purchase and/or shipping of the annual award(s), \$1,500 for conference registration and travel for Gene Wilson, the 2009 award winner, to attend the 2010 annual conference, and \$1,500 for conference registration and travel for the 2010 award winner (only in the event that the award recipient(s) cannot otherwise attend) to attend the 2010 annual conference.	Jul 2010	\$3,300
<b>3. Work with the Clearinghouse to create an integrated training /orientation plan to serve center staff at all levels.</b>  The PD workgroup has previously worked closely with FHWA and the clearinghouse to develop a comprehensive strategy for orientation and ongoing training for new staff members and new directors. The budget includes travel, estimated at three trips annually at \$1,500 per trip, for one EC member to attend each upcoming site visit for new directors, as called for in the PD Program. The Professional Development work group will continue to work on implementation and refinement of the PD Program on an on-going basis.	Dec 2010	\$4,500
<b>4. Review and expand PD portions of NLTAPA website and the professional development library</b>	Dec 2010	
<b>TOTAL</b>		<b><u>\$7,800</u></b>