



New York State  
Office of  
Children &  
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Services

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Andrew M. Cuomo  
*Governor*

Gladys Carrión, Esq.  
*Commissioner*

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Rensselaer, NY  
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March 4, 2011

Dear Staff Development Coordinator,

We would like to take this opportunity to apprise you of what is happening related to the training plan and modalities that we will be using for the CONNECTIONS Transformation, as well as ask your assistance in moving forward with our training agenda.

We are pleased to report that we have piloted the transformed application since the beginning of December and the pilot participants have given the "new" application rave reviews. The transformed application will look and navigate in a very different manner that mirrors a newer, modern webpage application. Participants have said that they love the navigational ability and the ease of use the "new" application now presents. However, since the look of the application has more of a web-based presentation, training is critical to become familiar with the new "look" and presentation. Our pilot participants stressed the necessity of the training as it allowed them to understand and navigate through the application more easily and efficiently.

In light of the ever-pressing economic times, as well as utilizing technology at hand in a cost-saving manner, the CONNECTIONS Transformation training plan is based on various modalities of delivery. These delivery modalities may be new to the training participants, but have been tested and found to be the most efficient training delivery methods; transformation training is being offered via TrainingSpace as well as ILinc.

We have prepared the attached documents in an effort to help guide you as you work with the staff at your agency who will be using the transformed application.

We thank you for your valued assistance in this endeavor.

Sincerely,

William Travis  
CIO/Deputy Commissioner

Sheila Poole  
Associate Commissioner

cc: William Gettman, Executive Deputy Commissioner  
Local District Commissioners  
Voluntary Agency Executive Directors



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