

MEMORANDUM

To: PERSONNEL MANAGEMENT LIAISONS

Date: October 10, 1991

Reference Code: 91-66

THIS MEMORANDUM SHOULD BE DISTRIBUTED TO:  
DEPARTMENTAL TRAINING OFFICERS

From: Department of Personnel Administration

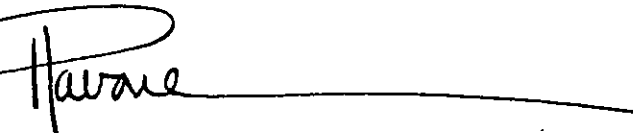
Subject: State Training Center

During recent months the Department of Personnel Administration has received inquiries regarding the operation of the State Training Center. The primary question is "will the Center continue to operate or will it be closed due to budget constraints?"

The State Training Center will remain open and classes will continue to be held. The Center pays for its operating expenses by charging tuition for the classes. Even though some departments have reduced or eliminated their training budgets, other departments have continued to enroll employees in classes. As long as employees are enrolled in classes, the Center will be able to continue its operation.

Many of these inquiries have been generated because the Department of Personnel Administration must eliminate positions due to a reduction in the General Fund budget. The State Training Center is not a General Fund program and the staff positions are not currently subject to elimination. Should any of the Training Center employees be laid off because of low seniority, their positions will be refilled with other more senior employees.

Thank you for your concerns. If you have any questions about the State Training Center, please feel free to contact Nora Cheek, Manager, State Training Center, at (916) 324-4058.



Patricia Pavone, Acting Chief  
Training and Development Division