

**Van Meter & Associates, Inc**  
**In Person- Live Online Training**  
**Performance Improvement Interventions (PII's)...in a Nutshell**  
**12noon- 3:00 p.m. EST October 24, 2024 EST**

This course teaches the **proper development and use** of Performance Improvement Plans that **hold the employee self-responsible and self-accountable for improving performance.**

**Attendees will learn how to:**

- Identify the three causes of performance failure and how to communicate them to your employees.
  - Set clear and realistic expectations for performance improvement and how to measure them.
- Create and implement Performance Improvement Plans that are SMART (Specific, Measurable, Achievable, Relevant, and Time-bound).
- Monitor and evaluate the progress of your employees and how to enforce the improvement plan if needed.



**Your agency will:**

- **Save time, money, and trouble compared to disciplinary actions that can be costly, time-consuming, and contentious.**
- **Save the need to travel or incur additional costs. You will also be able to stay close and available to your organization in case of emergencies.**
- **Receive a complete set of model forms in Microsoft Word that can be adapted for agency use.**

**Presenter:** Dr. D. J. Van Meter, principal of Van Meter and Associates, Inc. brings 15 years sworn and over 41 years training and consulting in the field. ([www.vmanet.com](http://www.vmanet.com))

**Regular Tuition: \$165 first registrant/\$145 each additional (PO's Vouchers, postmarked on or after October 18, 2024)**  
**Prepaid Tuition: \$145 first registrant/ \$135 each additional (All cc payments and checks postmarked by October 17, 2024)**  
**P. O's, Vouchers, Claims, DOJ accepted to hold seats**

Register on Online: [www.vmanet.com](http://www.vmanet.com) Or call 800.331.8025 Or Email: [vanmeterassociates@att.net](mailto:vanmeterassociates@att.net)

Contact Name Rank \_\_\_\_\_ Dept \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email: \_\_\_\_\_

PO# \_\_\_\_\_ CC# \_\_\_\_\_ Exp date \_\_\_\_\_

1.Name/Rank \_\_\_\_\_ 2.Name/Rank \_\_\_\_\_

3.Name/Rank \_\_\_\_\_ 4. Name/Rank \_\_\_\_\_

**Van Meter & Associates, Inc. ([www.vmanet.com](http://www.vmanet.com))**  
Training and Organizational Development for Public Safety Forces  
The "**How to**" company from Coast-to-Coast since 1982  
P.O. Box 21313, Columbus, Ohio, 43221  
800.331.8025 FAX 614.451.8905  
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