

**STAC Meeting
January 15, 2013
Department of Natural Resources**

Members in attendance:

Steven Medrow	Department of Corrections
Donna Arnel	Department of Social Services
Allan Forbis	Office of Administration
Barbara Beerman	Missouri State Employees Retirement System
Sarah Irwin	Secretary of State
Mo Willoh	Department of Natural Resources

Welcome/ Introduction of Members:

Mo Willoh opened meeting.
Minutes from previous meeting were reviewed and passed.

Special Presentation:

Sarah Irwin presented information on several new databases/updates from the Secretary of State Office. All of the new products are available on their webpage under Reference Services → Find a Resource → Search for Articles. The new databases include Environment Complete, Business Insights Essentials (large business), and State Stats. The “Oldies but Goodies” remain, such as Academic OneFile, A to Z Databases, and State Capitol Universe. The Secretary of State Library is also offering a massive collection of 80,000 e-books, now available.

Subcommittee Reports

Training Trends and Initiatives has made Basecamp available to be sampled by STAC members. Approximately ten people have sampled it and feel it could be possibly used in the future, particularly for collaboration on projects and sharing large files. Steven Medrow also mentioned he has looked at Google Drive, and thought it had some good features.

Communication and Membership have been busy continuing to update our membership; it is up to date as of now. They are also exploring creating a listing of Learning Management Systems that are currently being used. They will be looking for feedback as to how it should be posted.

Policy has sent out the document regarding the alignment of the MTR competencies and the PERforM components for review and received no requests for changes; therefore they will move forward submitting the document. The question of how to distribute this document remains and they will look forward to receiving feedback from STAC members at the next meeting. It was also noted that approval of the document will not have to go through the PAB.

Training Initiative Updates and Challenges:

Sarah Irwin reported that they have been in somewhat of a holding pattern and now that the newly elected Secretary of State has started she looks forward to receiving a specific plan regarding delivering training/resources to customers.

Steven Medrow reported that Department of Corrections have been quite busy delivering PRIA, a two hour on-line class, via Moodle and Lectora to 9,700 people in two months. They have been using a partial on-line, partial instructor led method, consequently holding seventeen Adobe Connect train-the-trainer sessions in December.

Barbara Beerman reported MOSERS is focusing a lot of effort on pre-retirement training. They plan on re-working Money Matters, as it is not quite hitting the mark as expected. They are also using Go To software for the new employee training, early registration in March.

Donna Arnel reported that she has accepted the position of Director of Professional Development at DSS. Currently they are looking at re-working their NEO by providing a portion on-line, particularly the very timely benefits portion.

Allan Forbis reported that Nancy Johnston was named Personnel Director and OA Professional Development recently hosted a training series arranged through MSU called Certified Public Managers, featuring multiple topics, including The History and Culture of Missouri Politics. They are also planning to roll out new Cyber Security training focusing more on non-IT employees, and started new classes such as The Leader in You, Leadership on Fast Forward, Assertiveness Training, and Dynamic Decision Making. They are also making preparations for State Employee Appreciation Day and finishing the Annual Report.

Mo Willoh reported that DNR has wrapped up the Workplace Awareness training “How to Work and Play Together” with approximately 92% of staff attending. They have had the Leadership Ladder kickoff, become certified in Insights, and are currently training Suicide Prevention, PERforM for both Supervisors and Employees, and Conflict Management. Coming up in the next couple of months will be FISH!, Insights, LeaderFISH!, and Emotional Intelligence. They also plan on developing multiple on-line trainings to roll out next year.

Adjourn – 3:00

Next meeting – April 15th at DOC