

STAC MEETING APRIL 14, 2008

Members in attendance:

Sarah Irwin	Secretary of State
Keith Dudenhoefter	Department of Insurance
Bryan Howard	Department of Elementary and Secondary Education
Natoma Elliott	Department of Economic Development
Gail Wolken	Department of Insurance
Sheila Barnett	Department of Transportation
Geri Wiseman	Missouri Lottery
Elaine Bode-Oliver	Department of Health and Senior Services
Karie Mengwasser	MCHCP
Roxy Flores	Office of Administration
Paula Diller	Department of Revenue
Beverly Struempf	Department of Social Services

Guests in attendance:

Jennifer Hentges	Department of Revenue
Lisa Schulte	Department of Revenue
Chaz Nickolaus	MPCDD
Suzi Middaugh	Department of Natural Resources
Sandy Lewis	Department of Health and Senior Services
Jennifer Morris	Department of Natural Resources
Tom McVeigh	UMKC
Laura Walker	UMKC
Mike McCarthy	UMKC
Ronda Jenson	UMKC

WELCOME

Mechelle Matthews, STAC Chair, welcomed all the New, Returning Members, subs and our guests. She also asked everyone to introduce themselves. The agenda for this meeting was reviewed.

REVIEW AND APPROVAL OF JANUARY'S MINUTES

Minutes for the January meeting were reviewed, the last name for Deanna Trey needs to be changed to Treu, and the minutes were approved.

ANNOUNCEMENTS

The following announcements were given by Mechelle Matthews:

- ✚ The State of Missouri Training Policy was updated
- ✚ Mechelle also let the group that some of the STAC members could not attend our meeting, and that there were a few more that would have to be early due to previous commitments.
- ✚ Dates for next meetings will be:
 - July 14, 2008
 - October 14, 2008
 - December 15, 2008

UNIVERSITY OF MISSOURI PRESENTATION

Tom McVeigh and Laura Walker of UMKC gave attendees a presentation about the advantages of hiring people with disabilities, how it diversifies the workforce and the accommodations that need to be done.

For a copy of the handout that was given to the attendees, please visit

www.ihd.umkc.edu/empowermo/introduction.html they presented two training modules and emphasized that these resources are free and accessible online. They walked STAC members through the introductory page of their website, demonstrating how it works, where to find the modules. Etc. The following questions were asked:

- 1.) How long does it take to complete the training? Approximately an hour to an hour and thirty minutes.
- 2.) Is there a completion certificate? At this moment they do not offer a completion certificate, however they could work with the employees of the State of Missouri to create a certificate that would satisfy the requirements of the Training rule.
- 3.) What type of software was utilized to create this training? Soft-talk and Front page.

All attendees received binders that include materials to use for presentations, and the presenters also encourage STAC members to use the evaluation form at the end of the training so that improvements can be made to the program.

OLD BUSINESS—COMMITTEE GROUP STATUS

The policy sub committee met on April 2, 2008 and put together a draft of the State Training Advisory Policy which was given to attendees to review.

Mechelle Matthews distributed updated committee lists to the attendees, but more changes were made and the final lists are as follows:

POLICY

Beverly Struempf **Chair**

Allan Forbis
Elaine Bode-Oliver
Paula Diller
Suzi Middaugh

TRAINING TRENDS AND INITIATIVES

Sheila Barnett **Chair**

Barbara Beerman
Natoma Elliott
Gail Wolken
Mary Stixrud
Ed Yahnig
Geri Wiseman
Bryan Howard

MEMBERSHIP/COMMUNICATION

Darlene Robinett **Pending Chair**

Sarah Irwin
Becky Webb
Karie Mengwasser
Roxy Flores

NEW BUSINESS

- ✚ Paula Diller (DOR) asked if the strategic plan was available online. The plan is only available in hard copy. Policy group will be meeting in May to review the strategic plan. The meeting will be held at the Department of Health and Senior Services.
- ✚ STAC members were informed that the period that the leadership will serve has been changed. The Chair and co-chair will now serve for a period of two years.

- ✚ The Missouri Training Policy does not get updated very often. This is something that the policy committee will have to address at one of their meetings.
- ✚ The Management Training Rule must be revised every 5 years.
- ✚ Committees must meet individually and if possible bring back a report to the next scheduled meeting. Folders containing materials for each committee were either given out to the committee chair or were send with someone form their agency.
- ✚ The issue of having 4 meetings per year was brought to the table. The question was asked do we hold 4 meetings plus a training session in December. When we tried to come to a consensus the following 3 choices were presented:
 - To meet quarterly
 - To meet four times a year
 - To meet quarterly plus a special meeting in December.Beverly Struempf suggested that an e-mail be send out to all voting members and to tally and present the results at the next STAC meeting.
- ✚ Mechelle Matthews wanted to bring a speaker in July, but does not believe that we will have enough time. The meeting in July will be a working meeting and hopefully reports would be provided from each committee that has met individually.

Meeting adjourned. Next Meeting will be July 14 at 1:30 PM.