

STAC MEETING
April 15, 2013
Missouri Department of Corrections
Training Academy

Members in attendance

Steven Medrow	Corrections
Sarah Irwin	SOS – State Library
Jennifer Hentges	MO Lottery
Allan Forbis	OA – Personnel
Donna Arnel	Social Services
Barbara Beerman	MOSERS
Maureen Willoh	Natural Resources
Lisa Martin	Mental Health

Welcome/Introduction of Members:

Maureen Willoh opened the meeting. Lisa Martin (DMH) introduced herself as a new member – Welcome Lisa!

The meeting minutes from the January 15th will be reviewed at the next meeting.

Training Initiatives/Challenges

- Steven Medrow reported they are currently waiting on their pending budget in order to make further plans. They are making more on-line offerings available, and continue to offer many classroom trainings. They are looking into Performance Support training to offer within their LMS system using knowledge pieces such as scenarios, storytelling, and case studies.
- Sarah Irwin reported the SOS – State Library is anticipating the new Secretary of State's plan/vision and its implementation.
- Jennifer Hentges reported they are in the process of policy review and streamlining due to the difficulty of employees attending face-to-face training. They plan on developing a Time Management and Positive Discipline class and possibly replacing 7 Habits with 5 Choices.
- Allan Forbis reported they are rolling out more classes and on-line offerings in July. "My Quick Coach", geared toward supervisors, continues to be available, as well as many platform programs. State Employee Recognition Day (May 31st) approaches and preparations continue. "We Save" can no longer contribute to the event, so they have been busy pursuing new contributors. They are creating new "In the Spotlight" videos and "9 Questions" segments.
- Donna Arnel reported they have been down one trainer; therefore she has had to temporarily cover that position as well as Director of Professional Development. They plan on re-working their NEO and putting more on-line, striving to avoid duplication. A Change Management class is in development.
- Barbara Beerman reported they continue to offer platform classes, Pre-retirement group training, HR staff conference, and webinars. They are in the midst of strategic planning and looking at a succession plan due to a high number of employees eligible for retirement in the next five years. Performance training is currently being evaluated.

- Maureen Willoh reported since January they recently finished bringing Emotional Intelligence, Conflict Management and FISH to their regional offices and Jefferson City. Their Leadership Ladder group received Insights and The Legislative Process training. They offer NEO every two months and plan on re-working it to include more information on Diversity and Harassment. Next on the schedule includes Leaderfish! and Insights.
- Lisa Martin reported she started at DMH in December and continues to familiarize herself with their LMS MELS system, while working out a few bugs and training employees on its use. They are establishing a communication system in order to better deal with MELS issues as a team and are also reviewing their NEO in order to determine if employees' needs are being met.

Subcommittee Reports

- Donna Arnel reported that the Policy committee sent out the Standard Objectives in conjunction with the MTR for review and no one opposed. The next step is, following approval from STAC, the Division of Personnel will send an explanation letter to all agencies.

Adjourn

Next Meeting: July 15, 1:30-3:30 p.m. at DMH