

**STAC Meeting**  
**July 15, 2013**  
**Missouri Department of Mental Health – Conference room A**

Members in attendance:

Terry Black	DHSS
Bryan Howard	DESE
Geri Wiseman	MDC
Barbara Beermann	MOSERS
Sarah Irwin	MOSL
Jennifer Hentges	MO Lottery
Donna Arnel	DSS
Alan Forbis	OA
Ashtyn Beek	DOR
Mo Willoh	DNR
Steven Medrow	DOC
Lisa Martin	DMH

**Welcome/Introduction of Members:**

Minutes from April meeting were approved.

**Sub Committee Updates:**

**Communication and Membership:**

Sarah Irwin reminded everyone to let her know any contact information changes and mentioned starting a conversation regarding using a dynamic sharing platform. Steven Medrow said his organization uses Moodle and he would ask DOC if STAC could use theirs.

**Policy:**

Alan stated that nothing has changed since the last meeting.

**Training Trends and Initiatives:**

Nothing new to report. Terry suggested the committee look into inexpensive training ideas and share at the December meeting.

**Training Initiatives/Challenges**

- **Donna Arnel** reported they are re-working their NEO on-line and their Change Management class has been completed. Donna is retiring at the end of the month. Her last day is July 24<sup>th</sup> and the official date is August 1<sup>st</sup>. Congratulations Donna!

- **Alan Forbis** passed out “Foundations” magazine (it is on the OA Personnel website) and reported that they are offering Covey’s “Insights on Demand”, continue to offer “ My Quick Coach”, plan on having “Open Lab” for all state workers who utilize MS Applications, among the many other classes they offer. The Governor’s Open House distinction awards are this Wednesday. State Employee Recognition Day went very well despite the rain. We Save is being re-worked.
- **Ashtyn Beek** reported they are currently working on their succession plan and will be ready to pilot the first group in 3 or 4 months. They are preparing for driver license scanning issues, and are also trying to address high turnover in several entry-level positions. They have recently developed “Professionalism” and “Generations” training that will be offered shortly.
- **Steven Medrow** reported they are continuing to focus on blended learning in an effort to cut some in-seat training, saving a lot of money in lodging, etc. They are also watching DMH in regards to what they will be creating with their MELS system and will be upgrading Moodle.
- **Lisa Martin** reported analyzing/updating/consolidated training records in the MELS system, along with bandwidth issues, is currently taking most of her time. They have a new 45 minute HIPPA course available and are partnering with Developmental Disabilities to roll out a guardianship training this fall. They are also doing a death culture training, but need to work out how to put it on MELS to deliver it statewide in an E-Learning format.
- **Terry Black** reported they are currently dealing with state accreditation boards, as well as budget constraints.
- **Brian Howard** reported they are eagerly awaiting SAMII HR training and taking care of many HR functions.
- **Geri Wiseman** reported their current training tracking system will no longer be supported, so they have been very busy forming committees, attending meetings, and getting bids in order to replace system. They plan on tying in competencies and linking in with Perform. They are in the planning phase of their Annual Conference and are quite busy with Extended Disk training. They are also receiving many requests for interview skills training, which is in development and are also partnering with MTI to deliver Business Writing.
- **Barbara Beermann** reported they are planning on focusing on Strategic Planning due to the fact 30-40% of their workforce will be eligible to retire in the next few years. They are re-grouping and starting Performance Management next week.
- **Sarah Irwin** had nothing to report.
- **Jennifer Hentges** reported they are focusing on the recognition of employees after meeting the agency goal of money transferred to education. They will be using Sharepoint and plan on rolling out a training soon. There are 20-30 sight holders. They use Extended Disk and are doing the Leader and Management portion for supervisors and plan on supervisors sitting in on the Everyday Disk for employees.

**Next meeting: Oct 7<sup>th</sup> at MODOT**