

**STAC Meeting
October 7, 2013
Missouri Department of Transportation**

Members in attendance:

Terry Black	DHSS
Geri Wiseman	MDC
Sarah Irwin	MOSL
Ken Haigler	DSS
Deanna Treu	DNR
Steven Medrow	DOC
Lisa Martin	DMH
June McElroy-Bradshaw	DOL
Peggy DeMeurers	MCHCP

Welcome/Introduction of Members:

Minutes from July meeting were approved with corrections noted.

Sub Committee Updates:

Communication and Membership:

This group hasn't met but did try to use Moodle for shared space. It did not work as they hoped and IT is looking into the issues.

Policy:

No Report

Training Trends and Initiatives:

This group has been looking at blended learning platforms and will look into "extranet" which is similar to SharePoint. Lisa Martin will check into its availability for internal and external users.

Training Initiatives/Challenges

- **Terry Black** reported that DHSS has been focusing on accreditation as a Public Health Agency by the PHA Board. As part of this accreditation initiative, they are required to prove they are providing training in areas of quality improvement and performance management. Terry asked the group their thoughts and plans regarding ITSD's mandatory cyber training. Many departments reported they intended to record the training in their learning management systems and are hoping to get some sort of report from ITSD to make this data entry as easy as possible.

- **Steven Medrow** reported that DOC is continuing its efforts in virtual instructor led training and blended learning. They are currently looking at safety training for all staff and are in the process of getting approval.
- **Geri Wiseman** reported that MDC has an RFP for a new learning management system. They are getting ready for an instructor course at the Lake of the Ozarks and are working to gather materials for an interviewing skills training for employees. Please share any materials you may have with her. They are utilizing MTI to provide a Business Writing class and OA to provide Supervisory Liability training.
- **Sarah Irwin** reported the Missouri State Library can now offer their courses via webinar. This is to make attendance as convenient as possible for employees located throughout the state. Any course, of any length can be provided on-line.
- **June McElroy** reported DOL is working in Captivate to create new on-line training content. They are delivering training in the topics of Change Management, QPR and Insights Discovery.
- **Ken Haigler** reported DSS continues to focus on MTR compliance. They have experienced a lot of changes and are offering training in Change Management and looking at ways to put parts of their new employee orientation on-line.
- **Peggy DeMeurers** reported MCHCP is in the process of updating policies, which will lead to the scheduling of supervisory training in topics such as FMLA, FLSA and Diversity and Sexual Harassment.
- **Lisa Martin** reported DMH is still working through challenges with the MELS system. Their guardianship training has been rolling out with good feedback. They have enhanced the curriculum of their Peer Specialist training. Lisa shared information regarding an upcoming QPR Train the Training course scheduled for November 19, 2013.
- **Deanna Treu** reported DNR continues to provide supervisory training as outlined in their FY14 training plan. They are offering a new facilitation training to increase the number of staff who can assist the department in high profile public meetings that require facilitation. They have also attained certification in Verbal Defense (better known as Verbal Judo) and will be offering training opportunities to staff in the coming months.

The **next meeting** will be December 9 at DNR's Lewis & Clark State Office Building, 1101 Riverside Drive in the LaCharrette Conference Room at 1:30pm. It will be the Holiday Party. Peggy will coordinate the refreshments and Steven's group will be providing the presentation. This meeting will mark 2 years since Terry Black and Mo Willoh began serving as STAC Chairs. Please consider your willingness to serve in these roles. Many thanks to Terry and Mo for all their hard work and dedication.