

STAC Minutes November 5, 2007

Co-Chairperson Beverly Struempfler called the meeting to order and welcomed all members.

Members in attendance were: Beverly Struempfler, Allan Forbis, Jane Roesti, Paula Diller, Natoma Elliott, Ed Yahning, Barbara Beermann, Mechelle Matthews, Bryan Howard, Sara Irwin, and Roxy Flores.

Council Leadership: Discussion was held regarding council leadership. Discussion was held about the recruitment of a new chair and co-chair. Mechelle Matthews volunteered to chair the State Training Advisory Council. Roxy Flores offered to be the co-chair. Welcome to both Mechelle and Roxy in their new roles.

Meeting Schedule: Discussion was held about the meeting schedule for 2008. It was recommended that meetings be held on a quarterly basis; rather, than monthly. The group accepted this recommendation beginning January 2008. Meetings will be scheduled for January, April, July, October, and December on Mondays at the same time. Dates and locations have already been scheduled for the remainder of FY2008 – January 14 and April 14. Both meetings will be held from 1:30 to 3:00 at 3418 Knipp Drive, Conference Rooms 102/103. Additional meetings will be set in the future.

Office of Administration Update: Allan shared that the Office of Administration/Division of Personnel (OA/DP) has issued their fiscal year-end report. A copy can be accessed on their website. OA/DP is working on a number of projects – 2008 Employee Recognition Week activities; Quality and Productivity awards and additional leadership training sessions. Feedback on the Alan Zimmerman training was positive. Two new programs are being offered – Situational Leadership and 7 Habits. They continue to conduct PERforM training classes. The Solutions Magazine was recently updated. OA/DP is working at putting the training course – Navigating the Merit System – on-line.

Agency Updates: Each agency was asked to provide an update on agency training programs and activities. Paula Diller requested feedback on software that agencies are using to prepare and conduct surveys. Roxy Flores requested assistance in finding PeopleClick training.

Reminders The next STAC meeting is scheduled for **December 10, 2007** beginning at 12:30 p.m. Please see the attached flyer for more information.

December 10, 2007 STAC Meeting
Conservation Employees Credit Union
12:30 to 1:30 – Working Lunch
1:30 to 3:00 – Meeting

Directions to Conservation Employees Credit Union: The Credit Union is the building located directly behind the main Conservation Administration Building at 2901 West Truman. To get there, take Highway 179 off of Highway 50. Go about 1 mile. At the 4-way stoplight intersection of Truman and 179, you will see the Conservation Department on the left. Turn left onto Truman and turn left again into the main entrance -- follow the road behind the main building. You will see the Credit Union behind the main building on the right. The conference room and door to it are in the back of the building (basement). You may park in the parking lot behind the Credit Union or in the parking lot across the street. You can call Jane Roesti's cell phone (573-280-5144) if you need assistance.

You can bring lunch/snack items if you would like or you are just free to join us without bringing anything. Jane is bringing plates, cups, drinks, salad, a cheese tray, and diet/sugar-free drinks.

If you would like to bring a \$5.00 gift exchange (something trainers can use), please bring it for a gift exchange.