

**STAC Meeting Minutes**  
**10-5-15**  
**DHSS- Birch**  
**1:30-3:00**

Lisa Martin	DMH
Allan Forbis	OA
Renee Wilde	Revenue
Steven Medrow	DOC
Jan Watson	DOILR
Ken Haigler	DSS
Julie Herigon	DHSS
Lisa Schuster	DIFP
Ryan Marsch	DHSS

**Introductions**

Ryan Marsch's first meeting. Jan Watson also attended as June McElroy's replacement from DOILR.

**Old Business**

Approval of Minutes

- Motion to accept minutes made by Allan Forbis
- Second provided by Julie Herigon

**Membership List/Sub-Committees**

Present members looked through the current membership list.

- Council Chair will send out emails to all voting members (individuals listed in red on the list) attempting to re-engage and update Council member list.
- Will also encourage another member to attend from agency even if they do not have voting privileges.
- Need to remove Celeste Metcalf from the Office of Equal Opportunity.
- Need to reach out to Juanita from MOSERS to get list of meetings and to replace Barb Beerman.
- Need to see if we can archive documents including Council Forms.
- Need to update Secretary of State Pdf.
  - Suggestions were made to include links instead of using pdfs as they quickly become outdated.

- Lisa M. will find out what link to provide for MHFA training.
- Suggestion was made to include a link to the agency of which Council members represent.

Present members looked at the required Sub-Committee list.

- Group confirmed these committees have not been active in at least 3 years.
- Discussion around how to revitalize the subcommittees.
  - Allan F. pointed out that a few of the committees do not require year-round attention.
  - Next step would be to first re-determine current membership. We will look at Sub-Committees at the next meeting.
  - Lisa M. brought up the importance of the Training Trends and Initiatives sub-committee.
    - Allan F. suggested thinking about redefining this group with potentially multiple sub-committees having clear focuses such as eLearning.
      - Lisa M. suggested to keep one committee due to participation being difficult as is but to strategize various focuses throughout the year.
    - Discussed ways to bring Association of Talent Development (ATD) meeting format to the STAC which includes speakers on various topics the group identifies an interest in.
      - Ken H. likes the idea of having a presentation on an area of interest. The meeting focusing on the DSS LMS was very well attended.
  - Also discussed having subcommittees meet during regular STAC meeting time.
    - This spurred conversation discussing potentially changing the frequency of regular STAC meetings.
      - Allan F. gave history of meeting frequency. Allan also discussed identifying champions for each.
      - Lisa M. shared that it is easy to lose momentum when meetings are far apart.
      - Members discussed various ways to change. Group decided we will put it on New Business for the December meeting.

### **New Business: Updates to STAC website**

Present members also looked through the rest of the tabs on the STAC website.

- Numerous outdated documents were found.
- Renee W. will find out the history of how the website update and management fell to Darlene at DOR and if/how it is possible to add permissions to others or possibly even bring back the management to current STAC members.
- Renee W. also suggested a new look to the website and volunteered to be part of the plan to update it.
  - Allan F. will talk to ITSD to see what it would take to give the website a facelift. Renee W. and Ryan M. volunteered to assist.
- Ken H. said we need to continue to have a “What’s in it for me?” focus to attract current member participation.
  - Ken H. will take a look at the Training Resources tab and make suggestions at the Dec. meeting. If any member has ideas, please send to Ken.
- Group will also look the rest of the website tabs aka hot spots to determine which ones to keep and which ones are no longer relevant.

### **Adjourn**

- Ken H. made a motion to adjourn the meeting
- Renee W. provided a second.

**NEXT MEETING**

**DECEMBER 14, 2015**

**Location TBA (Lisa M. will check with DMH)**