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**MEETING NOTES**  
**December 13, 2012**

**In Attendance:**

Amber Letcher, DOR  
Bev Struempf, DSS  
Bryan Howard, DESE  
Cara Malzner, DHSS  
Carol Newguard, SAO  
Darlene Robinett, DOR  
Donielle Lawson, MODOT  
Gina Hall, Public Defender  
Jeri Denton, OA  
Jessica Schwartze, DHE  
Kim Harris, MVC  
Kim Sandbothe, DIFP/Finance  
Laura Hoskins, DED

Leda Edgar, DOC  
Kim Wineland, DESE  
Libbie Farrell, OA  
Makele Ndessokia, MDA  
Mona Smith, DHSS  
Pam Dobson, DHE  
Peggy DeMeurers, MSHP  
Penny Schrock, DSS  
Rachel Potts, DED  
Roger Whittler, MSHP  
Tom Fast, OA  
Vicki Glenn, Gaming

**Social Media Sourcing – Frank Alaniz, Workforce Regional Liaison, DED**

Frank spoke to the group about social media sourcing. Frank currently works with DED's Facebook page. He discussed how social media use has increased significantly over the past ten years. Ten years ago social media didn't exist; today there are over one billion users on Facebook alone. He indicated how businesses should utilize social media sites to reach their customers and how to establish professional profiles that optimize social media contacts. Frank reviewed statistics and discussed several social media sites. You may review his presentation at <http://www.shrhc.mo.gov/meetings/>.

**OA Accounting – Libbie Farrell**

The calendar year end memo is being prepared for distribution.

A lot of supplemental checks have been issued for holiday pay. Agencies should strive to reduce the need for supplemental checks and let Libbie know if additional information is needed from OA.

W-2s will include health care deductions on the W-2, box 12. This is for reporting purposes only. More information will be sent with the distribution of W-2s in January.

### **OA Personnel – Guy Krause**

Guy introduced the newly appointed HR Director, Nancy Johnston.

### **Statewide Policy Committee Update**

The committee's statutory change recommendations to bereavement leave are still being reviewed.

The committee continues to review FMLA, in hopes of providing guidelines for more consistent application by agencies.

### **Next Meeting**

**January 10, 2013**

**Room 500 HSTOB**

**8:30 a.m. to 10:30 a.m.**