



SHRMC

State Human Resource Management Council

MEETING NOTES May 12, 2016

In attendance:

Tom Fast, OA
Stacey Jacobs, STC
Sherrie Brown, SAO
Carol Newgaard, SAO
Heather Kaiser, SOS
Jennifer Hentges, MDA
Lauren Bauman, SOS
Lisa Verslues, MOSERS
Victoria Hillstrom, Lottery
Mary Beckwith, DPS

Sandy Doyle, MGC
Keith Dudenhoeffer, DIFP
Anna Wainscott, DSS
Trudie Royse-Keefe, DSS
Stacy Kaiser, MODOT
Gina Hall, PD
Michelle Jacobsen, DHSS
Steve Beck, OA
Pattie Wehmeir, House
Megan Limbach, House

Curtis Forck, OA
Tammy Potts, STO
Mari-Jo Wilkes, DNR
Leah Norment, DED
Dana Kixmiller, DHE
Liz McDermitt, DOLIR
Debbie Davis, DIFP
Darlene Robinett, DOR
Dwan Ruppel, DOC

Welcome – Tom Fast

Jefferson City START initiative (Chamber of Commerce) - Amber Hall & Katy Lacy

Amber Hall from Central Bank and Katy Lacy from MOSERS spoke about the Jeff City START Academy on behalf the Jefferson City Chamber of Commerce. Their purpose is to make Jefferson City a more viable and more attractive place. They offer networking and involvement in the community to interns. Local business leaders offer a variety of pointers and tips to interns. This program is free to both interns and employers. It is an opportunity to get and retain applicants.

Find out more by viewing the attachments and going to jeffcitystart.com.

SHRMC Bylaw Discussion

We went through the bylaws and discussed the various sections. Draft revisions will be distributed and then it will be sent to the voting membership.

Office of Administration Accounting Update – Curtis Forck

The FYE memo will be distributed soon ([FYE Memo](#)). Curtis reminded us about deadlines for borrowing from budget reserves and to keep cash in funds to avoid payroll rejects. The LDPR database memo will go out soon. Curtis also reminded us about PACC deadlines -

Accounting Changes for April Payrolls

Agencies must have payroll accounting change forms (PACC) for April payrolls submitted to OA/Accounting no later than May 31, 2016. Agency must ensure accounting is valid and open in Financial prior to submitting PACC entry.

Accounting Changes for May Payrolls

Agencies must have payroll accounting change forms (PACC) for May payrolls submitted to OA/Accounting no later than June 15, 2016. Agency must ensure accounting is valid and open in Financial prior to submitting PACC entry.

Accounting Changes for June Payrolls

Agencies must have payroll accounting change forms (PACC) for June payrolls submitted to OA/Accounting no later than Noon, July 15, 2016. Agency must ensure accounting is valid and open in Financial prior to submitting PACC entry.

Other items

New co-chairs for SHRMC are needed. If you are interested or have questions regarding the responsibilities or duties, please contact Tom Fast.

The meeting was adjourned.

Next Meeting
June 9, 2016 – 8:30 a.m. to 10:00 a.m.
Room 430 HSTOB