



SHRMC

State Human Resource Management Council

MEETING NOTES

June 9, 2016

In attendance:

Tom Fast, OA

Dorothy Session, DOLIR

Stacey Jacobs, STC

Sara Seaver, DSS

Mari-Jo Wilkes, DNR

Anna Wainscott, DSS

Kim Johnson, OA

Kelly Gardner, DSS

Mary Beckwith, DPS

Darlene Robinett, DOR

Josh Runyan, DOR

Dwan Ruppel, DOC

Carol Newgaard, SAO

Sherrie Brown, SAO

Victoria Hillstrom, Lottery

Libbie Farrell, OA

Trudie Royse-Keefe, DSS

Misty Hill, DNR

Amanda Bock, MDC

Guy Krause, OA

Meredith Curry, DHSS

Curtis Forck, OA

Welcome – Tom Fast

Missouri Vocational Enterprises & ADA – Charlie Lindquist

Charlie Lindquist, a Marketing Coordinator with Missouri Vocational Enterprises spoke about MVE and the products they offer regarding ADA. Part of what Charlie does is to see what is needed and being requested so MVE can update their inventory and selection in order to supply agencies. ADA and the requests for sit-stand workstations have been popular items that he has worked with lately. ADA does not require brand specific models in order to satisfy reasonable accommodation. Claiming ADA does not mean a customer gets an automatic waiver from purchasing through MVE. MVE will do a waiver if they are unable to provide a product within a certain timeframe. Partnering with agencies, MVE can also provide installation and service. Charlie provided examples of what MVE offers and previews of their new catalog, which can be found at <http://doc.mo.gov/mve/html/furniture/computer.html>. They do have other options that are not in the catalog, so please contact Charlie with any questions. Charlie can be reached at 522-2928 or Charlie.Lindquist@doc.mo.gov.

SHRMC Bylaw Discussion

We went through the bylaws and discussed the revisions. The revised bylaws will be sent to the voting membership for approval.

Office of Administration Accounting Update – Curtis Forck

Curtis reminded us of the supplemental cycles for the June 30th payroll. Agencies will need to keep close watch on their funding. Review the [FYE Memo](#) again for more information. If doing mass transfers, remember that benefit providers will need those changes also which can be submitted via spreadsheet to them.

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.

Office of Administration Personnel Update – Guy Krause

The Pay Plan Hearing is coming up on June 21. The compensation study is coming along and will need to be done by the end of the Fiscal Year. Guy is working on Continuous Improvement processes, with one of them being the cycle time for position description reviews. DOP has talked with classification analysts and agency HR Directors.

Review of the preliminary FLSA changes is underway. It is suggested that agencies check the impact of the changes. It is important to note that the salary level proposed by the Department of Labor can split the pay range for a classification. There could be changes to how employees are managed when the employee was previously exempt but under the new rules would not be anymore.

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
July 14, 2016 – 8:30 a.m. to 10:00 a.m.
Room 500 HSTOB