



MEETING NOTES
September 10, 2015

In Attendance:

Makele Ndessokia, MDA	Dwan Ruppel, DOR	Dana Muessig, DNR
Denise Horn, MDA	Mari-Jo Wilkes, DNR	Josh Runyan, DOR
Keith Dudenhoeffer, DOI	Libbie Farrell, OA	James Nelp, DOR
Mitch Davis, DOC	Mark Johnson, SAO	Stacy Kaiser, MODOT
Stacey Rackers, DOI	Lisa Verslues, MOSERS	Anna Wainscott, DSS
Michelle Loethen, DOLIR	Courtney Allen, DSS	Brandy Klouzek, MGC
Peggy deMeurers, MCHCP	Victoria Hillstrom, Lottery	Meredith Curry, DHSS
Gina Hall, PD	Carol Newgaard, SAO	Darlene Robinett, DOR
Kim Johnson, OA	Jan Friedewald, OSCA	Anna Wise, DSS

Welcome – Makele Ndessokia

Investigating Discrimination Complaints – Cornell Dillard

Cornell Dillard, Chief Human Relations Officer with the Missouri Department of Labor and Industrial Relations presented Investigating Discrimination Complaints. Four important factors to always remember and utilize are 1. Be on time – you are a reflection of your agency. 2. Be prepared – always bring something to write with and on. 3. Cell phone, always have on silent or vibrate – do not have on audio during working hours as this gives the impression of the persons you are speaking with that they are unimportant. 4. There are no right or wrong decisions – never lose sight that you know everything. A PowerPoint presentation was shown and handouts were distributed and are available on the SHRMC website.

Accounting Update – Libbie Farrell, OA Accounting

Libbie announced a garnishment reminder regarding Writ of Sequestration notifications. Libbie asked that you notify your facilities if they receive any of these to forward to OA Accounting immediately and to also notify them of how it was received (i.e. fax, in person, mail or e-mail).

Personnel Update –

There were no updates from Division of Personnel.

Open Discussion –

Keith Dudenhoeffer, DOI asked if there is any kind of connection between the new Foster Care/Adoption Shareleave and FMLA? He also asked if any agencies are going to rewrite their Shareleave policy to reflect these changes. Social Services stated that they are still researching the issue. If anyone has or is changing their FMLA policy to include the new Foster Care/Adoption Shareleave please let the group know.

It was asked if agencies utilize the online Unemployment Claims system to respond to unemployment claims. Several attendees stated they had tried it and it was too cumbersome and asked questions that could not be answered online, therefore they continue to use the paper responses.

The meeting was adjourned.

Next Meeting

October 8, 2015 – 8:30 a.m. to 10:30 a.m.

Room 500 HSTOB