

State Staff Meeting Minutes

Date: Monday, April 11, 2022

Present:

- Charles Parker
- Rosa Jorin
- JessaLee Goehring
- Diane Wong
- Jackie Jones
- Melissa Webb
- Nina Snow

Called to Order: 10:00 am

Department Update

- 300 openings and not working to get them filled. Trying to save money.
 - Example: Sweeping positions that have been open for a long time
 - If people have been trying to apply, make them double check their application
 - If they are applying for an EPC and they do not have an administration credential, then they will not get passed
 - Adult Ed – has a few openings
 - Perkins – has a opening
- Coming back to work – nothing
- They are looking into a policy for working virtually
- Still testing at the department

Travel

- Rosa still working on that
- Has the spreadsheets for the approved travel
- Hoping that the consultants know that when they are doing their travel costs that they should be using which spreadsheet?
 - Ours or what the division has approved?
 - We should still be getting the
 - It might be slightly inflated vs what the consultants said, due to additional things being added.
 - What is submitted, is the maximum amount used for that travel
 - What the numbers should be what the consultants said they were spent and what they actual spent

- Maybe in the future, we have the consultants write down what they want to claim (example: food, parking, etc)
- We need to update the spreadsheet that is given to the consultants so it can show the actual amount (food, parking, milage/flights, hotels, etc)

Amendments

- Nina sent out the GAN amendments, sent out the list
- Please check and reach out if possible
- Spring break might slow people down

Central Drive

- Does other offices have access to it? Or just us?
- Home Economics missing state officers and state conference folder as of Friday
- Tech should be able to go through and find the deleted file

Meeting End Time: 10:37 am

Next Meeting: Monday, May 9, 2022 at 10 am