

# Shared Services Executive Committee

## Minutes 7-5-2018

**July 5th, 2018**

2:30 – 3:30 pm

McArthur Room, 10<sup>th</sup> Floor, DOA

**Attendees:**

DOA – Steve Michels – phone	DOC – Stephanie Hove - Absent
DOA – Stacey Rolston	DOR – Eileen O’Neill
DATCP – Keeley Moll – Absent	DOT – Bob Seitz – Absent
DCF – Lisa Marks	DSPS – Eric Esser
DFI – Jim Podewils – Absent	DVA – Tom Rhatican
DHS – Tom Engels	DWD – Chris Hagerup - Absent
DNR – Ed Eberle – Absent	

- I Meeting was called to order. Role taken.
  
- II A motion was made by Lisa Marks, seconded by Eric Esser, to approve the minutes from the 6/7/2018 meeting. Members approved the motion on a voice vote.
  
- III Committee and Project Work Update – Stacey Rolston presented updates
  - a) Logistics: All transactions to transfer positions and employees in place for 7/8/2018 effective date. HR managers moving through checklist of items to ensure they have everything needed for conversion including new p-cards. Technology plans still in process but all looks good for implementation.
  
  - b) Rate setting: Discussion within Region 1 to take place to ensure all participating deputies are aware of the funding model and have a consensus recommendation to bring back to the full SSEC for vote.
  
  - c) Service Level Agreement (SLA) & Metrics: DPM has received approved language from DOJ regarding attorney client privilege along with a few minor recommendations from agencies for language corrections. Final SLA to be distributed to group.
  
  - d) June 14<sup>th</sup> HRSS Conference: Conference went well and included a variety of questions from the HR community. Morale seemed good and positive at the close of the event.
  
- IV DPM internal roadmap

- Group discussed items on the DPM work list for the next few months and their interest in awareness of the projects and results. Group agreed DPM should provide updates on major initiatives related to policy or process change.

V Next Meeting

- Next meeting is scheduled for Thursday, July 23 from 2:30 – 4:00 pm at DOA.

VI A motion was made by Tom Rhatican, seconded by Eric Esser, to adjourn. Meeting adjourned.