

TGMI Steering Committee
Meeting Minutes
January 19, 2011

Committee Members:

Present:

E. Ross White – Chairman
Mehran Mostijir – 2009 Class President
Georganne Martin – 2009 Member at Large
Chris Harris – 2009 Member at Large
Phyllis Hodges – 2010 Member at Large
April Wright – 2010 Member at Large
Julie Lamb – 2009 Steering Committee Member
Victor Barnes – 2010 Class President
Debbie Knox – 2010 Steering Committee Member

Excused Absent:

Jon Zirkle – Past President
Trish Pulley – Ex Officio
Marilou Cook – Vice Chair
Dr. Tom Kohntopp – via conference call

Called To Order:

Meeting was called to order by Chairman E. Ross White at 2:42 pm. The meeting was held in the Crockett Tower 12th floor conference room.

Treasurer Report:

Marilou Cook was not present but emailed that the balance in the account is \$2,833.79.

Old Business:

a. Holiday Breakfast

This will be tabled until the next meeting. Marilou Cook, the treasurer, was not present.

Committee Reports:

a. Charter Committee

Mike Travis has volunteered to chair this committee for 2011. E. Ross White as president will co-chair.

b. Communications Committee

Marilou Cook will chair. Vojin Janjic will be asked to serve, since he set up the TGMI alumni directory base of alumni.

- c. Community Service Committee
Jon Zirkle will chair and Julie Lamb will serve.
- d. Events Committee
Phyllis Hodges will chair. Chris Harris, Victor Barnes and Georganne Martin will serve.
- e. Education and Leadership Development Committee
Marilou Cook will keep the Speakers Bureau. Mehran Mostijir will chair. Julie Lamb will serve.

New Business:

- a. Officer Election (Treasurer and Secretary)
Treasurer – Debbie Knox
Secretary – Georganne Martin
- b. Ideas for 2011 Initiatives

Idea 1:

Mehran Mostijir talked about an evaluation group. The group would be made up of TGMI alumni from different agencies and different back grounds. The group would be trained by the Tennessee Center for Performance Excellence. As agencies, departments, or other groups within state government needed help with issues, this training team of TGMI alumni would come in and evaluate the situation and give recommendations free of charge. All evaluations would be confidential and all documents would be destroyed after the recommendations had been made back to the agency or department.

There are 4 levels that an agency or department can achieve to becoming an excellent working business unit. In the private industry, Caterpillar had received level 4 performance of excellence rating. The training is a Malcolm Baldrige approach.

Debbie Knox spoke up and stated that F&A already had something very similar to this. Georganne Martin commented that her agency had used the F&A Consulting Services and met Mr. Bob Yemm and they had done an excellent job. Ross White recommended that Mehran check with Consulting Services at F&A, get the details on the training from TN Center for Performance Excellence and draft a report to be discussed at the next meeting.

This may mean creating a new committee besides Community Service, Communications, and the already present committees.

Idea 2:

Ross White asked about ideas for getting alumni more involved. Victor Barnes asked if there had ever been a meeting of the presidents and vice presidents of past classes and the Steering Committee. Julie Lamb thought it was a wonderful idea and the Steering Committee could ask the presidents to get with their classes

concerning Community Service Projects, Education and Leadership training idea, Speakers Bureau, and other agenda items. Victor Barnes will draft a letter for the presidents and vice-presidents for the committee to review at the next meeting.

Idea 3:

Ask non-state speakers to come to the Fall Conferences, Luncheon Conferences, and Holiday Breakfast. Many agencies hear their commissioners and department heads speak at other meetings. The TGMI 2 week experience was about fresh leadership ideas, motivation, and being all you can be. The level of future events needs to carry forward the 2 week atmosphere. Get someone like Bruce Pearl or someone else from the outside to speak.

Idea 4:

Debbie Knox suggested a survey to the alumni asking them what they want from the Steering Committee and the alumni association.

Idea 5:

Ross White would like to see how to web cam Dr. Tom Kohntopp into the meetings instead of conference calls. April Wright stated she might be able to help with that. She and Ross will talk before the next meeting.

Idea 6:

Ross White remembers when TGMI alumni tagged up with the upcoming class attendees and mentored by answering questions and easing their minds about what to expect. Victor stated he did not want to ruin the experience for anyone. There was much discussion on how much information would be shared. It was agreed that it would just be general information such as:

Can you bring families to the evening events?

Can my pet stay with me?

Do the rooms have internet connections?

Provide information concerning the hospitality room and theme nights.

What is the dress policy?

Ross also wanted to expand on this by asking the TGMI alumni to reach out to supervisors who were not part of TGMI. The first level supervisors:

-Who have become supervisors for the first time?

- Who are feeling overwhelmed?

- Who need help motivating a group?

- Who need help with organizational skills?

TGMI alumni can encourage these first level supervisors to continue to grow and mature, as well as becoming a great manager. This would not be to assist or intervene with employee disciplinary actions, rules or regulations, or other sensitive matters.

Idea 7:

Ross White wants every meeting to be results oriented and professional driven.

Idea 8:

All surveys, alumni participation and notices can be posted using Vojin's alumni directory that he built. This program was used for the first time when TGMI alumni registered for the 2010 Holiday Breakfast. It worked well and we need to take full advantage of this wonderful program.

Idea 9:

The Speaker's Bureau needs a banner of some type. When the volunteers go to career day at the local high schools, many times the students walk through the auditorium and stop at booths set up by different professional groups such as insurance, army, air force, real estate, beauty salon, and others. The students stop at the booths that interest them to discuss jobs or training. The TGMI alumni have no sign for their booth to explain that it is state government jobs and that the state has all types of jobs – nursing, engineering, accounting, information systems, forestry, etc. Mehran and Julie will look into the cost of getting a banner. This will be tabled for future discussion.

c. Chairman's Vision

Ross White would like to see excitement among the alumni. He wants to boost professionalism, have result oriented meetings. He would like for the TGMI alumni to be alive not only within State Government but to reach out to the community through the Speakers Bureau, Community Service, and education opportunities. He would like for the alumni not to be apathetic.

Open Discussion:

Chris Harris proposed that the meetings start at 2:00 instead of 2:30 for those that car pool or ride the bus and may need to walk from the Crockett Tower to the bus station or van parking up town to catch their rides at 4:30. Georganne Martin seconded the motion and the vote was unanimous. All future meetings will start at 2:00.

Reading Recommendations:

Current month's recommended readings are:

On Becoming a Great Leader (2003 Edition) by W. Bennis

Previous recommended readings are:

The Finer Points of Leadership by Michael Feiner

The Oz Principle: Getting Results through Individual and Organizational Accountability

Roger Conners, Tom Smith, and Craig Hickman

Relationships 101: What Every Leader Needs to Know

John C. Maxwell

Strength Based Leadership by Rath and Conchie

This Ain't No Practice Life by Michael Burt

Good to Great by Jim Collins

Leadership Gold by John Maxwell

Meeting adjourned at 4:00.

Regards,

Georganne Martin