

Date: February 12, 2013

Time: 3:30 pm – 4:30 pm

Location: 1st floor, James K. Polk Building, DOHR conference room 1 dial in number 532-4599

MEETING NAME/DESCRIPTION

Attendees:

<input checked="" type="checkbox"/> Debbie Rivers	<input checked="" type="checkbox"/> April Romero	<input type="checkbox"/> Marilou Cook	<input checked="" type="checkbox"/> Kim Harmon (phone)
<input type="checkbox"/> Tina Fox	<input checked="" type="checkbox"/> Michael Blade	<input checked="" type="checkbox"/> Jason Conner	<input checked="" type="checkbox"/> Greg Spradley
<input checked="" type="checkbox"/> Terry Malone	<input type="checkbox"/> Mark Patterson	<input checked="" type="checkbox"/> Melinda Crutchfield	<input type="checkbox"/> Trish Pulley
<input type="checkbox"/> Dr. Macel Ely	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Antonio Meeks (HR representative)

Meeting Agenda

Item	Who	Time
Steering Committee Calendar – upcoming dates: Steering Committee Meetings: Mar. 12, Apr. 16, May 14, June 11, July 16, Aug 6, Sept. 10, Oct 8, Nov 12, Dec 17 TGMI class of 2013 – Orientation April 19 @TBI HQ TGMI week 1 @ Natchez Trace – May 5-10 TGMI Week 2 @ Knoxville – June 16-21 TGI (TGMI and TGEI) Graduation – November 22 Holiday Breakfast date: December 6	Debbie Rivers	5 minutes
Committee Reports & review of Goals for coming year – 1) Steering Committee Goals – Debbie Rivers – a. Documentation of various Committee Roles and Steering Committee Roles (see Treasurer example). Discussed and approved as a goal for this year. b. Formation of a Past Chair Advisory Panel made up of all past chairs. To be utilized whenever by-laws changes are proposed, or when issues arise where the Steering committee wants feedback and advice. Discussed and approved as a goal for this year. c. Lunch and Learns on Management experiences or TGMI ‘refreshers’. Will merge this into the Business Events Committee goals for this year somehow. d. Mission statement review – next steps – logo redesign. The suggestion was made at the Holiday Breakfast that the TGMI Logo is in need of an update. Getting the Alumni to help with this redesign was discussed and approved as a goal for this year. 2) Treasurer Report – Terry Malone – Since Terry has not had a chance to catch up on the checking account info yet, will hold off on a report until next month. 3) Charter Committee – Mike Travis – review agenda. Documented goals reviewed. 4) Communications Committee – April Romero – Goals for this year include, 1) Grow the LinkedIn membership, 2) Have communication sent to Alumni from Communication Committee/Class Reporters at least once each month. 5) Community Service Committee – Jason Conner – Goals for this year include, 1) Increase participation in Community Service events, 2) Improve communication to Alumni about Community Service events. Some upcoming events include the Highway cleanup scheduled in March and an upcoming Habitat for Humanity house build event. There was great interest and participation in the canned goods sorting event, so Jason plans to try scheduling this event again at a time when children can also participate. 6) Business Events Committee – Greg Spradley – Goals for this year include, 1) Hold at least 2 Lunch and Learn events with an emphasis on quality over quantity. Have one be more of a ‘business’ oriented theme and the other more of a ‘personal’ theme to give some variety, 2) Conduct an informal poll of the Alumni on additional topics for Lunch and Learn events, 3) Work to increase participation for the Holiday Breakfast event. 7) Education and Leadership Development Committee – TBA - need a chairperson – Ross White declined the Chair position. Greg Spradley made a motion that Michael Blade be the Chair of this committee. This motion was seconded by Melinda Crutchfield. There were none opposed. Michael accepted this position and will get with Ross to discuss goals for the coming year and present these at the next Steering Committee Meeting. 8) Social Committee – Melinda Crutchfield – Goals for this year include, 1) Plan at least 2 sporting events (Sounds game and Predators game were mentioned as possibilities), 2) Plan at least 2 other events (Moon Pie festival and Nashville Zoo were mentioned as	All	20 minutes

possibilities), 3) Plan at least 2 after work social hours events at different locations than the Sheraton (Bar Louie was mentioned), 4) Solicit ideas from the Alumni for other possible events.		
<p>New Business</p> <ol style="list-style-type: none"> 1. LinkedIn – should we allow any non-TGMI Alumni into this group? What to do with those who are already there? It was discussed that these folks may have been TGEI Alumni since the LinkedIn group apparently originally included both groups. April was going to reach out to HR to get the list of TGEI members. She will bring results of this to the next meeting. 2. Facebook Group – is there an interest in creating one for TGMI? There was some discussion on this, but no decision either way. Some people felt strongly that they did not want to participate in any Facebook group, but others were interested in participating and seeing if this would pull more people together. It wasn't clear what additional information would be shared in the Facebook site that isn't already in the LinkedIn site, though. This issue will be tabled for now. 3. Tennessee Government Leadership Council – any representation from TGMI Steering Committee? Who applied and who got accepted? Both Debbie and April applied but were not accepted. No other members of the TGMI Steering Committee appear to have been included. Antonio was going send the list of the Leadership Committee members to us so we could see if any TGMI representation was included. There was concern expressed that the TGMI Alumni Steering Committee would not be aware of the decisions being made or able to assist with this effort. 4. Preparation for the upcoming new TGMI Class Orientation – In past years, the previous class has handled all the orientation for the new TGMI class and the Steering Committee has not been asked to assist. We wanted to ensure that this was still the plan, so Debbie will reach out to Dr. Macel to confirm what is needed from the Steering Committee for the April 19 Orientation, if anything. 5. Recommended Reading from Dr. Macel – “Managing Incompetence: An Innovative Approach for Dealing with People.” By Gabriel Ginebra. ISBN 13: 978-1-56286-869-7, ASTD Press, Alexandria, VA. 	All	5 minutes

Decisions
Item
Michael Blade will be the new Chair of the Education and Leadership Development Committee.

Follow Up Tasks		
Item	Who	Completion Date
April to look at non-TGMI LinkedIn members and see if they are TGEI Alumni.	April Romero	3/12/13
Antonio to send out list of Leadership Council members to Steering Committee	Antonio Meeks	3/12/13
Debbie to ask Dr. Macel about the April 19 new class Orientation	Debbie Rivers	3/12/13