

TGMI Steering Committee  
Meeting Minutes  
May 11, 2010

Committee Members:

Present:

Jon Zirkle - Chairman  
E. Ross White – Vice Chairman  
Julie Lamb – 2009 Steering Committee Member  
Vojin Janjic – 2008 Steering Committee Member  
Georganne Martin – Member at Large  
Phyllis Hodges – Member at Large  
Marilou Cook – Member at Large  
Robyn Probus – Community Service Chair  
Dr. Tom Kohntopp – via conference call

Excused Absent:

Lauren Hill – Past Chairman  
Trish Pulley – Ex Officio  
Mehran Mostijir – 2009 Class President  
Carolyn Estep – 2008 Steering Committee Member  
Chris Harris – Member at Large

Called To Order:

Meeting was called to order by Chairman Jon Zirkle at 2:40 pm. The meeting was held in the James K. Polk Building, 12<sup>th</sup> floor conference room.

Treasurer Report:

Marilou Cook reported \$1,170.32. A check of \$17.54 is due to Linda Cone for items purchased for the Speaker's Bureau.

Old Business

a. Orientation Update

Julie Lamb reported that several 2009 class members spoke at the 2010 orientation. Dr. Kohntopp and Julie Lamb thought the orientation went very well.

b. 2010 Class Involvement

Alumni are sponsoring a cook out at Montgomery Bell Park during the second week of TGMI experience. The date is June 23, Wednesday. All alumni are invited. Please notify Lauren Hill if you are an alumni and plan on attending so she can order plenty of good food.

Ken Becker has volunteered to speak to the 2010 class during lunch on Monday at Montgomery Bell. Dr. Kohntopp stated that alumni are always welcome, but

please let him know in advance so he will not book a lunch time speaker. Alumni are welcome to come and sit in the sessions and visit during the breaks.

- c. UT help with web hosting and directory – Discuss where we are now, may go later  
Vojin Janjic has developed a web based directory. It uses Oracle as the software. It is a secure web site. Currently the data base has the alumni's name, year attended TGMI, phone number, department and email address. Other fields may be added, for example: volunteer interest, favorite restaurants, professional interest, photos, or links to other web addresses such as department of state government. There is no time frame to this free web site and there is a large amount of memory available. There would be a secure sign on such as your last name and year attended TGMI. The data base could be downloaded and could be sorted. The alumni could update his/her personal information but no one else's. The web site manager and co-manager would be able to add and delete complete records. Vojin emailed the current data base to committee members and asked that they review it and be prepared to discuss at the next meeting.
- d. Amend or delete by-law Article V, Section 1, Letter G – proposed wording  
Current wording reads, "Serve on the Department of Human Resources TGMI Selection Committee."  
Proposed wording is, "Serve on any TGMI selection Committee."  
Marilou proposed motion, Julie seconded and all confirmed.

Dr. Kohntopp asked that the committee draft a guideline for Commissioners to use in selecting candidates for the TGMI experience. This year with budget cuts, UT will accept all applicants but in the future there may be more applicants than is possible for one session.

Dr. Kohntopp also recognized that with a new administration on the horizon there may be new commissioners and/or assistant commissioners; therefore, they may need some general information on how to recommend someone for the TGMI experience.

Georganne agreed to draft some guidelines for discussion.

- e. Annual Conference Update  
The TGEI and TGMI Education committees have met. The alumni conference is scheduled for September 20, 2010 at the TN Tower in the Tennessee room. It will be an all day event. The committee is currently searching for a caterer to handle the continental breakfast and breaks. Lunch will be provided.

Currently the following speakers have been contacted: Deputy Governor John Morgan and Commissioner Matthew Kisber of Economic and Community Development. Commissioner Tim Webb of Education and Commissioner Viola Miller of Children Services may be contacted soon.

The title for the conference is still being discussed but the theme will be something like leadership in times of change. The EI/MI conference planning committee will finalize the theme.

- f. A brainstorm idea....perhaps TGMI alumni could serve this role, passing on knowledge and experience as mentors to those state employees with aspirations of growing professionally but have hit a wall or low ceiling.

This was tabled until a future meeting due to time.

## TGMI Committee Reports

### Community Service – Robyn Probus

Hands on Nashville (HON) have several opportunities for helping after the most recent floods. There are several 3 hour shifts to sort food at the Second Harvest Food Bank. There are 3.5 hour shifts to sort food items at the Salvation Army. There are also several shifts between the hours 2-7 for someone to volunteer to distribute bottled water to flood victims. If an alumni volunteers, please report it to Robyn Probus and she will collect all the information and post it in a newsletter in the future. Many alumni are possibly volunteering in local community clean ups, neighborhoods or with friends and family. Any volunteer work can be reported.

Robyn will send out an email to all alumni concerning the Hands on Nashville and to report any volunteer work that they do. This would include cash contribution, food, water and time.

She would also like to know what alumni have been affected so each reporter from each year's class will be asked to provide a list of people from their class that were affected.

You can also help by volunteering to answer the phones at the TN call center. Ross White made a motion to accept all that Robyn proposed, Vojin seconded and all confirmed.

### Events Committee – Phyllis Hodges

The events committee hosted a luncheon conference prior to the 2010 class attending their first week. There were 29 attendees of which 11 were from the 2010 class and 18 were alumni. There are 2 more luncheons planned. One luncheon may be to introduce the data base that Vojin has put together.

### Education/Leadership – Ross White

Van Buren County schools had a career day. Several alumni volunteered and talked with students about the importance of a college education and the opportunities with state government.

Perry County Middle schools have rescheduled for May 17, 2010 due to the recent storms. Hunters Lane High School has set their career day for May 14, 2010.

Volunteers are needed for both May 14 and May 17.

Meeting adjourned at 4:17.

Regards,

Georganne Martin