

TGMI Steering Committee  
Meeting Minutes  
October, 11 2011

Committee Members:

Present:

E. Ross White – Chairman  
Marilou Cook – Vice Chair  
Jon Zirkle – Past Chair  
Vicky Goodin - 2009 Steering Committee Member  
Mehran Mostajir – 2009 Class President  
Debbie Knox – 2010 Steering Committee Member  
April Wright – 2010 Member at Large  
Dr. Tom Kohntopp – UT

Excused Absent:

Victor Barnes – 2010 Class President  
Phyllis Hodges – 2010 Member at Large  
Georganne Martin – 2009 Member at Large  
Trish Pulley – Ex Officio  
Chris Harris – 2009 Member at Large

Called To Order:

Meeting was called to order by Chairman E. Ross White at 2:16 pm. The meeting was held in the Crockett Tower 12<sup>th</sup> floor conference room. In Georganne's absence, April Wright agreed to take minutes.

Treasurer Report:

Debbie Knox reported that Wells Fargo is going to begin charging checking account fees starting November 14. She attempted to contact them and hasn't reached them yet. She will ask if we obtain non-profit status if that will accept us from fees. If so, she will explore that option. If not, she will contact some other local banks and credit unions to attempt to obtain a free checking account. Suggestions of banks/credit unions to contact were: Reliant, First Tennessee, Southeast Financial Credit Union and US Community.

Old Business:

a. Adopt A Highway

The first clean up will be Saturday, November 5, 2011. If you have not watched the on-line video and completed the required forms, please contact Chris Harris.

[Chris.Harris@tn.gov](mailto:Chris.Harris@tn.gov)

Send your forms to:

Chris Harris

505 Deaderick Street, Suite 400

Nashville, TN 37243

Forms may be scanned and emailed.

Committee Reports:

- a. Charter Committee – Chair Mike Travis  
No report at this time.

- b. Communications Committee – Chair Marilou Cook

**Linked - In**

The new LinkedIn set up by Marilou Cook now has approximately 51 members. Marilou will send an email to the alumni encouraging others to connect and make note of notification settings. She will also include in her message that event updates will be posted on the site.

If you have trouble, you may contact Marilou Cook at [Marilou.Cook@TN.GOV](mailto:Marilou.Cook@TN.GOV).

**Speakers Bureau**

Marilou Cook reported she is not getting many volunteers to the events we have been contacted about thus far. Ross suggested she communicate with the last two classes to see if any additional alumni from those classes would like to be added to the Bureau. Williamson County event is scheduled for November 17, Jon, Ross and Marilou plan to attend. Please contact Marilou if you are interested.

**Web Site**

Marilou Cook will serve as point of contact going forward for web site updates. She has a staff member that is willing to make updates. Marilou will book a meeting with Sharon Buwalda and Trish Pulley to discuss.

**Newsletter**

Marilou Cook will contact class reporters and ask that they send newsworthy information to April Wright by November 30 for a planned publication date of December 15, 2011.

- c. Community Service Committee – Chair Jon Zirkle

**Adopt A Highway** – See Old Business Item a.

**Hands on Nashville – September 24**

The event was canceled due to lack of interest.

**Ghouls at Grassmere/Zoo Event – October 20-21 and 27-28**

Jon Zirkle will send notification to alumni about this event. If a volunteers works a certain number of hours they will receive either a free one day pass or a free annual pass to the zoo. Jon will send additional details as they are finalized.

**Harpeth River – October 29**

This has been finalized for October 29. Each participant will get a free T-Shirt. Please let Jon Zirkle ([Jon.Zirkle@TN.GOV](mailto:Jon.Zirkle@TN.GOV)) know if you plan on attending so T-Shirts can be ordered. Please meet at 8:30 a.m at Foggy Bottom for instructions that morning. All volunteers should bring their own gloves, water and sunscreen. The day should end around 12:30.

Foggy Bottom Canoe Rental  
1270 Highway 70  
Kingston Springs, TN 37082-9287

d. Events Committee

**October 20, 2011**

Visit to Tricor – Cook Chill plant. This will give everyone an opportunity to visit the facility and have lunch together.

**November 2011**

April Wright is working on a Predators Alumni Hockey night.

**December 2, 2011**

Holiday breakfast has been set for December 2, 2011. Montgomery Bell has offered to cater the event again this year at the cost of \$20 a person. Phyllis is working on entertainment for the event, more details to come on that. There will also be a class competition for a can food drive. It was suggested in the meeting to have the treasury contribute \$40 for a restaurant gift certificate to be given to the winning class of the food drive to use for a class lunch. Ross will get with Phyllis to share that suggestion and see if the committee had already planned for a prize. The main door prize will again be a two night stay at a state park.

e. Education and Leadership Development Committee

**October 5, 2011 – Mentor training**

The training was well received and valuable. Ross shared that the next step is the next TGMI class to mentor the following class after having received the training during their two weeks with TGMI. Dr Kohntopp is working on a collaborative effort with DOHR for future classes to receive the mentor training Ernie provided to the alumni. Debbie suggested an idea that we publish a list of trained mentors willing to be contacted by a mentee.

**October 19, 2011**

Dr. Kohntopp spoke about the upcoming seminar on October 19, 2011. He said several departments are currently looking into Baldrige. Currently there are close to 50 people registered for this training.

The University of Tennessee - Naifeh Center for Effective Leadership, The Tennessee Center for Performance Excellence (TNCPE), and TGMI are presenting the Baldrige Forum on October 19, 2011. This presentation was originally suggested by Steering Committee member Mehran Mostajir. From his

idea of having a luncheon conference, it has expanded into a ½ day Leadership Opportunity for all government employees. This ½ training will be open to all State, County and City officials as well as non-profit organizations. This is a great out reach program for all alumni and fellow government employees. The presentation will have speakers from Tennessee State Departments of Labor and Work Force, TRICOR, and city government of Germantown. Alumni will be notified by email of this event as well as Linked-In by Marilou Cook.

If you have any questions contact:

Thomas Kohntopp, Ph.D.  
Center for Effective Leadership  
Institute for Public Service  
The University of Tennessee  
105 Student Services Building  
Knoxville, TN 37996-0213  
Phone: 865.974.6689  
Fax: 865.974.1528  
Tom.Kohntopp@Tennessee.edu  
www.Leadership.Tennessee.edu

### **Fall Conference – Nov 2**

The date is November 2 at the TN room in the Tennessee Tower. The Fall Conference Committee selected Joe Calloway as the morning speaker and a conversation in the afternoon session about State perception. Susan Burdette is looking for about 30 table facilitators to lead conversations of how to improve state government on the five star theme. Flyers are being posted in multiple State office buildings downtown. There was a discussion on the concern over the cost increase from last year to this year. Ross will discuss with Trish an “executive sponsor encouragement to attend” message be sent from Commissioner Hunter.

### **Graduation of 2011 class – November 9, 2011**

Graduation is set for November 9, 2011, at the War Memorial auditorium. E. Ross White, Marilou Cook, Jon Zirkle, Phyllis Hodges and Georganne Martin volunteered to help Dr. Kohntopp that day.

### **November 15, 2011 – Lean Government**

Dr. Tom Kohntopp, UT, said there was another seminar in the works for November 15, 2011. It will be held at the Willis Center. See attached flyer about the event.

#### **New Business:**

Steering Committee is currently working on a mission statement for TGMI. All members of the Steering Committee are combining their leadership ideas to draft a mission statement that will be presented at the Holiday Breakfast on December 2, 2011. The mission statement should cover the purpose, business and value of the group. The mission statement should state the mission, vision and values of the

group. In the next steering committee meeting we will work on brainstorming “words” we feel describes the alumni organization.

MARK YOUR CALENDARS – Dates to remember:

October 19

Putnam County – Cookeville Career Day for Students

Speakers Bureau has been asked to provide 4-5 state employees. (See above for details)

**AND**

Training ½ UT, TGMI, and TN Centers for Excellence present the Baldrige Forum

October 20

Cook Chill Tour

October 20-21 & 27-28

Ghouls at Grassmere

October 29

Harpeth River Clean up

November 2

Fall Conference

November 5

Adopt a Highway Cleanup

November 9

Graduation of 2011 class

November 15

Lean Government Conference

December 2

TGMI Holiday Breakfast –Ellington Agricultural Center

## Reading Recommendations:

Current month's recommended reading is:

Fulmer, R.M., & Conger, J.A. (2004). *Growing your company's leaders*. New York: AMACOM. ISBN-13:978-0-8144-0767-7

Previous recommended readings are:

Breakthrough Business Results with MVI by Charles Holland

Heath, R. (2009). *Celebrating failure: The power of taking risks, making mistakes, and thinking big*. Franklin Lakes, NJ: Career Press. ISBN 978-1-60163-064-3.

Eat That Frog! by Brian Tracy

Extreme Government Makeover by Ben Miller (ISBN: 978-P9833733-0-8)

The Five Temptations of a CEO by Patrick Lencioni.

Heath, R. (2009). *Celebrating failure: The power of taking risks, making mistakes, and thinking big*. Franklin Lakes, NJ: Career Press. ISBN: 978-1-60163-064-3.

Hesselbein, F., Goldsmith, M., & Sommerville, I. (Eds.). (1999). *Leading beyond the walls*. San Francisco: Jossey-Bass. ISBN: 0-7879-4593-5.

Gladwell, M. (2002). *The tipping point: How little things can make a big difference*. New York: Little, Brown, & Company. ISBN 0-316-34662-4.

Agenda and Discussion: How State Government Executive and middle Managers and Administrative Policy by OLSHFSKI

The Feiner Points of Leadership by Michael Feiner

The Oz Principle: Getting Results through Individual and Organizational Accountability

Roger Connors, 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

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

Meeting adjourned at 3:12

Regards,

April Wright