

**TGMI Steering Committee  
Meeting Minutes  
January 08, 2008**

**Committee Members:**

**Present:** Greg Duncan, Lauren Hill, Melvin Jones, Jr., E. Ross White, John Bissell, Derrick Smith, Linda Cone, Angie Duncan, Melisa Hucks, Trish Pulley

**Members Absent:** Tracy White, Robyn Probus

Mr. Duncan welcomed the committee to a new year and provided each member with a 2008 Steering Committee Manual, which included member information, committee membership, by-laws, etc. The meeting began with introductions of each member.

**New Business:**

Ms. Hucks was elected to serve as secretary. Mr. White was elected to serve as treasurer.

**Treasurer Report:**

Mr. White reported that the TGMI account balance is currently \$266.82. Mr. White reported that \$800.00, from the holiday breakfast, was donated to St. Jude's.

**Committees:**

Mr. Duncan requested that each member serve on at least one committee. There is currently a draft of committee membership in the Steering Committee manual. Mr. Duncan made a request for committee membership to be filled over the next few weeks.

**Human Resource Report:**

Ms. Pulley expressed her dedication and commitment to TGMI as the new ex officio for Department of Human Resources.

The class schedules for 2008 are as follows:

TGMI I – Week 1 – May 11 – 16	UT Conference Center/Holiday Inn
TGMI I – Week 2 – July 13 – 18	Montgomery Bell State Park
TGMI II – Week 1 – June 22 – 27	UT Conference Center/ Hilton
TGMI II – Week 2 – August 1 – 22	Montgomery Bell State Park

DOHR is still reviewing schedule for applications and orientation dates.

**Marketing Project:**

Mr. Duncan stated that the video is still in production. The first cut of the video will be available the last week in January. Ms. Pulley stated that DOHR will not delay the application time line due the video. Mr. Duncan will verify the dates on the video completion.

Ms. Pulley will be discussing the nomination process and marketing effort with DOHR.

**Website:**

Ms. Pulley stated that a meeting has been held in regard to the website. DOHR will own the site and the security of the site. Information can be uploaded on a CD and given to Mi Jones for uploading on the website. Mr. Duncan requested that a DOHR provide a CD with the web page template. Ms. Pulley stated that all wording on website needs to be updated, however, for the short term, only minor changes will be made.

**Goals and Mission for 2008:**

The committee members discussed the goals and mission for 2008. The focus was directed toward, "Learning and Performance", focusing on professional development within State Government. Committee members all agreed that TGMI needs "exposure" inside and out of state government. More discussion will be held at next meeting.

Mr. Duncan made a motion for the meeting to be adjourned. Ms. Duncan seconded and the motioned carried.

With no further business, the meeting was adjourned.

Respectfully submitted,

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Melisa R. Hucks