

**TGMI Steering Committee Meeting**  
**June 9, 2015**  
**2:30 p.m. – 4:00 p.m.**  
**Department of Safety and Homeland Security**  
**1150 Foster Ave. Nashville, TN**  
**1144 Menzler Nix Bldg., Conference Room B**

Quorum: No

## **Opening**

The regular meeting of the TGMI Steering Committee was called to order at 2:35 PM on June 9, 2015, in Nashville, Tennessee by Vicky Hutchings.

## **Attendance**

Vicky Hutchings, Chair - Present  
Michelle M. Smith, Vice Chair - Absent  
April Romero, Past Chair - Present  
Tresa Jones, Member at Large (Year 2) - Present  
Julie Nichols, Secretary, Past Class Steering Committee Member - Absent  
Bruce Balcom, Past Class President – Absent  
Susan Burdette, Member at Large (Year 2) - Present  
Lorie Hedge, Present Class Steering Committee Member – Present (Phone)  
Doug Willis, Present Class President – Absent  
Cynthia Stewart, Member at Large (Year 1) - Absent  
Nneka Norman-Gordon, Member at Large (Year 1) – Absent  
Trish Holliday, DOHR Ex-Officio– Absent

## **Approval of Minutes**

The May minutes were provided to the Steering Committee for review. All changes have now been incorporated and the finalized copy of the minutes will be sent to all members for approval later this afternoon.

## **New Business**

Treasurer Report (Vicky Hutchings)

The account reflects a balance of \$916.69. Vicky Hutchings, Cynthia Stewart, and Michelle Smith went to Wells Fargo and have updated the signatory on the account.

### Education Development Update (Susan Burdette)

1. Lunch and Learns:
  - i. East Tennessee Lunch & Learn was held on May 19<sup>th</sup>. Due to a lack of RSVP's for this event, the event leader, Caira Garcia asked to invite others within her agency and the Knoxville state office building. A total of six people from three agencies attended the event.
  - ii. Talked with Graham Thomas with tnAchieves about a Lunch & Learn event. They had 58,000 students apply for the program last year and will need many more mentors than they had last year. The Lunch & Learn is scheduled for August 14 in the Comptrollers Conference Room – Polk Building. The room will hold 60 people and is currently scheduled from 11:00 AM to 12:00 PM. If there is a high level of interest in this event, another hour will be scheduled from 12:00 PM to 1:00 PM on the same date. April Romero will add this event to the TGL June Newsletter.

- iii. Tresa Jones discussed an upcoming Lunch & Learn to be held on June 23 (place to be determined) at 11:30 AM. This Lunch & Learn will feature Jim Schulman and John Allen discussing End of Life Planning and Stress Management.

Social Events Update (Bruce Balcom)-Absent, No Report

Communications Update (Michelle Smith) –Absent, No Report

Community Service Update (Cynthia Stewart) – Absent, No Report

Make-A-Wish Campaign – Vicky Hutchings stated that she will be scheduling a conference call next week with those interested in participating on the subcommittee for the Make-A-Wish Campaign. Several ideas for fund raisers were discussed by the Steering Committee – a class challenge whereby each person contributes a \$1 for each person in their TGMI class; an agency based challenge, whereby TGMI alumni within an agency compete with other agency TGMI alumni to raise funds.

The contribution goal was discussed. Though no dollar amount was determined, it was decided that it will be better to keep the goal below the \$5,000 level. April Romero also suggested that we offer a prize for the person who gives the biggest donation – possibly a seat in the next THP Citizens Academy.

## **Agenda for Next Meeting**

### **Adjournment**

Meeting was adjourned at 3:27 PM by Vicky Hutchings. The next general meeting will be at 2:30 PM on Tuesday, July 14, 2015, in Nashville, TN.

Minutes submitted by: Vicky Hutchings