



**TFS Employee Advisory Council (EAC)  
Meeting Minutes (Pending Council Review)**

September 2, 2014

TFS HQ, Room 1164, College Station

NOTE: The EAC reviews/approves these minutes at its next meeting.

- The meeting was called to order at 10:00 a.m. The Chair Karen Stafford and ex officio John Wegenhoft opened the council meeting. The meeting included several members in conference call.
- The minutes from the meeting held on July 28, 2014 were approved as read by all present.
- Business items (in summary) ongoing or resolved:

<b>Idea/Concern</b>	<b>Solution/Action(s) to be Taken</b>
Request for an online application where controlled burns can be reported. Relevant information from a variety of external sources included.	Action team is Karen Stafford and Kevin Matthews and other non-EAC members. The team had nothing significant to report to the Council; will provide an update at the next meeting.
Earlier item: Locating TFS Task Books. Re-introduced as: Centrally stored professional development plans (EDM/TB). Reintroduced by EAC member Rich Gray.	The Council continued discussion on the matter. Rich Gray, representing the topic, said others have expressed to him the need for common storage of these documents. Their need arises when forward planning for career moves, as an example. Some feel the procedures/approvals to obtain this information is unnecessarily controlled. The Council opted for an action team to develop a proposal showing why a policy change is needed. Gray, Dunivan, Riley and Mizrany will form the team.
Concern for quality of food provided at academies. Presented by EAC member Mike Dunivan.	The Council invited Meredith McNeil in to discuss the food service provided at the Bastrop and Lufkin academies. She discussed the typical time constraints involved with scheduling lunch in a typical day driving planners to rely on food vendors. She noted that if some have

	<p>special food requirements, accommodations can be made. That said, what is really needed is feedback from employees so that specific problems can be resolved with the vendor. Current policy drives our planners towards using the lowest bidders, and in some cases that may be the underlying cause. Furthermore, food service in Lufkin must go through Angelina College, and that gives us little leverage over the vendors. On a positive note, we have not contracted with a vendor for 2015 yet, and we have a new vendor for Bastrop this year. The Council decided to return to this topic after the Bastrop academy this fall, and invite Meredith back to discuss the food quality and any feedback from those who attended.</p>
<p>Agency item: Internal Communications review. Presented by ex officio John Wegenhoft.</p>	<p>Wegenhoft reviewed this item originating from SEE 2014. He reviewed SEE data that points towards our concerns about internal communications. The Council discussed the data, and decided that one aspect of the problem probably underlines the whole issue, but more analysis is needed. Wegenhoft will obtain further data from the agency that provided the survey.</p>
<p>Review of By-laws.</p>	<p>Tabled. Other items have higher priority at this time. POC is Wegenhoft.</p>

- New business items:

<b>Idea/Concern</b>	<b>Solution/Action(s) to be Taken</b>
<p>Daniel Lewis voiced a concern involving uniform policy for female employees. Briefly put, they need better options to fit all body shapes.</p>	<p>The EAC did not accept this issue as business. Following precedence with the cargo pants proposal back in May, the Council will only address uniform issues if an element of the chain of command is clearly unresponsive towards looking at the issue and a clear need exists towards a reconsideration of agency uniform policy.</p>

- Communications: send email to all TFS informing of EAC actions for September 2, 2014. No other special communications needed. Wegenhoft reported that the EAC has a link in Arbor Reader for its Issues Form.
- Next Meeting Date: November 12, 10:00 am. Location CR1164.