

Final



TFS Employee Advisory Council (EAC) Meeting  
February 3, 2012  
TFS HQ's, Room 1208, College Station, TX  
9:30am (new members) & 10:00am (All)

**Minutes**

- Call to Order was conducted at 9:30am for new members to receive New Member Orientation presentation by Stacy Overby. In physical attendance was Karen Stafford, Bernie Buckner and Suanna Jacobs. Participating via teleconference was Mike Dunivan and Bill Davis. Presentation was completed at 9:50am.
- Call to Order for EAC meeting was conducted at 10:03. In attendance via teleconference was Bill Davis, Mike Dunivan, Dawn Vollmer, and Ray Uballe. Physically in attendance was all 2012 EAC members minus Courtney Blevins who has requested to be absent due to a previous engagement. Also in attendance Tom Boggus, Bill Dixon, and Stacy Overby.
- Introduction was completed.
- A Review of the minutes from the January 13, 2011, 2011 EAC Meeting.
- New Items
  - Issues:
    - Request for texting plan added to phone that would have ability to deduct texts from a prepaid amount of employees paycheck. **Resolution:** Texting plan has been approved for TFS phones.
    - Pack test notification. It was requested that an agency wide email be sent out to inform all employees of the dates, times, and locations for all pack tests. **Resolution:** Mike Jones, TFS Environmental Health & Safety Specialist will get with all RFC's and Assistant Chiefs, consolidate the testing information and have posted to TICC website. He will also send an email out to TFS All with Test Dates, Times, and Locations.
    - Requested that AD status provided to our TFS retirees so that we don't lose their experience. **Resolution.** Current procedures allow retirees to be rehired in a working retiree status either full or part time. We currently have numerous TFS retirees working for the agency in full time and retired status. Those wanting more information can contact Human Resources.
    - Pay increase incentives for ICS qualifications. **Status:** Dian Melton is following up with individual who submitted the issue to verify if person is asking for permanent increase or only while on incident response assignment.

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- General Open Discussion
  - TFS Uniform Lending Closet: idea to establish a consolidated uniform lending closet in College Station be considered. Take current lending closets that exist around the state and place under central control in College Station. New employees coming to College Station for New Employee Orientation could possibly get free TFS uniforms. **Status:** Under review by Agency leadership.
  - Numerous Employees have raised a concern with the quality of uniforms, sizing issues, and back order delays of numerous items. **Resolution:** Employees should submit all uniform problems/issues to Lesa Childers so she can work with vendor for corrective action.
  - Broad Rim Hat: EAC member wanted to know the status of the Broad Rim Hat that was approved for employee wear. Concern was with sun exposure. **Resolution:** Broad rim hat, called the Breezer Hat, Khaki; item number TX5310 is located on the website for ordering TFS uniform items. <http://www.tfsuniforms.net>
  - EAC members expressed concern over employees within the agency not adhering to the uniform standards outlined in TFS procedure. **Resolution:** supervisors need to enforce uniform standards.
  - Employee photos in EPSTAR. We currently have 121 full time employees that do not have a current head and shoulder photo on database. The Director, Tom Boggus directed that HR work with all supervisors to fix this deficiency. **Resolution:** Human Resources will be notifying those individuals without a photo to have a photo taken and sent in for upload into EPSTAR.
  - Group agreed to keep EAC meeting in College Station.
- Elect Chair and Chair Elect: Congratulations to **Shawn Whitley** and **Bill Davis!** Shawn was voted as the new Chair and Bill was voted as the Chair-elect.
- Next Meeting Date: April 19, 2012 in College Station
- Future Meeting Dates
  - August 16, 2012 (Tentative)
- Adjourn of meeting was at 11:50am.