



TFS Employee Advisory Council (EAC)

Meeting Minutes

September 15, 2015

Room 1208, College Station HQ

NOTE: The EAC reviews/approves these minutes at its next meeting. The Chair provides a first review to permit timely distribution to all employees.

- The meeting was called to order at 10:00 a.m. Chair Josh Mizrany and Secretary John Wegenhoft opened the council meeting. The meeting included several members in conference call.
- This was the third meeting of the EAC 2015. The EAC returned to its normal meeting site in College Station.
- The minutes from the meeting held in June, 2015 were approved as read.
- Business items (in summary) ongoing or resolved:

Idea/Concern	Solution/Action(s) to be Taken
Request for an online application where controlled burns can be reported. Relevant information from a variety of external sources included.	Council agreed that this item is in the appropriate forum; closed this as a business item.
Earlier item: Locating TFS Task Books. Re-introduced as: Centrally stored professional development plans (EDM).	Gretchen Riley briefed at the August 9 Executive Team meeting. The ET was receptive, and the ED Office is tasked to build a concept model for centralized management of EDM and career ladders. Item is closed for the EAC, but it has asked the ED Office for a 90-day update of progress made at the next scheduled meeting, and the issue subject to being reopened.
Agency item: Internal Communications review.	The sub-committee action team discussed the survey model it intends to use, and requested feedback from the general membership. The item remains in sub-committee, with a proposal to establish a standing sub-committee. The

Minutes, con't

	Council's action team is Mizrany, Sotelo, Coker and Dixon, and the council elected Mary Leathers as team chair.
Election of the Chair-elect.	The council elected Mary Leathers as Chair-elect. With EAC 2016, Mary assumes duties as the new Chair. Congratulations!
Departing Members	These members have one meeting remaining of their three year term: Gretchen Riley, Kevin Matthews, Gerry Haverland, Josh Mizrany (Chair), and Rich Gray. Thanks for your support to TFS and the EAC!
Review of By-laws.	Standing business item. No proposals at this time.

- New business items:

Idea/Concern	Solution/Action(s) to be Taken
EAC 2016 Elections	The Secretary reported that it is time to hold elections for next year's council. This process begins in early November.
EAC representation on the Director's Awards Committee	This year's Awards Committee grew by two members when the Director tasked the EAC to provide two representatives. The EAC will hold two positions each year, representing Regions B and C. The Secretary will have AP 10.04 to reflect this.
Concerns about durability of a certain fire boot; sponsor Rich Gray and Josh Mizrany	Council decided the matter is in appropriate channels. Declined this item.
Physical Fitness/Wellness Program	Some out-of-state requirements send our hand crews to physically demanding, arduous level environments. The agency could do more to prepare these crews with better fitness tools and policy. Proposal includes an optional guideline for firefighters subject to WCT policy that includes health plans for better fitness, and some workday policy modifications to support weekly physical fitness training regimens. While designed for hand crews, the guidance will be available to all TFS

Minutes, con't

	employees. Working group: Mizrany, Calvet, Willingham, and others include Steven Moore, Jared Karns, and Luke Kanclerz.
EDM do not have a sign-off line for Staff Foresters; sponsor Daniel Lewis	EDM do not include a line of authority where a staff forester can sign off on completion of certain tasks. Not clear if this option is implied by other authority lines. This item will be merged into the EDM item described above in current business.

- Communications: no new guidance.
- Next Meeting Date: Tuesday, December 1, 10 a.m. in College Station, Rm 1164 (t).