



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

July 28, 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 1:30 p.m. The Chair-Elect Josh Mizrany and ex officio John Wegenhoft opened the council meeting. The meeting included several members in conference call.
- Wegenhoft notified the council of the departure of a new member, Elissa Munoz.
- The minutes from the meeting held on May 12, 2014 were approved as read by all present.
- 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.	Action team is Karen Stafford and Kevin Matthews. Stafford reports that the action team now includes several other non-EAC members. Recently, the team held a conference call to discuss the idea. The team will update the EAC at the next council meeting.
Earlier item: Locating TFS Task Books. Re-introduced as: Centrally stored professional development plans (EDM/TB). Reintroduced by EAC member Rich Gray.	Business item closed at the May 12 meeting but reintroduced with amplifying information and recommendations. Item accepted as new business. The Council will continue the discussion during the next meeting.
Review of By-laws.	Tabled. Other items have higher priority at this time. POC is Wegenhoft.

- New business items:

Idea/Concern	Solution/Action(s) to be Taken
Suggestion to modify uniform policy to allow for a similar field pants with expanding cargo pockets. Requested by Wes Moorehead.	Council discussed the issue, and while supportive of the idea, felt the issue belonged in command channels. New item declined and response back to the requestor

	is forthcoming.
Concern for quality of food provided at academies. Presented by EAC member Mike Dunivan.	Council discussed the item and thought the core issue was “choice” of meal options, on site or local purchase, for employees. Decided to accept the issue pending a rewrite and a discussion with someone involved in academy logistics planning. Wegenhoft to research who is involved in this and offer an invite to the next EAC to discuss. The council does not have a clear idea of who the best POC is for this issue and will keep it tabled until this is known.
Agency item: Internal Communications review. Presented by ex officio John Wegenhoft.	Wegenhoft reviewed the overall concept and impact of this item, originating from SEE 2014. The Council decided to table the issue. The PDC will provide additional details and a concept of how to approach the review at the next meeting. The Council understands that this is a long term project but progress in the form of milestones is expected. The Council will present in-progress reviews and a recommendation to the Executive Team.
Departure of Council member and back-filling. Presented by John Wegenhoft.	The Council discussed the impact of losing one of sixteen members, and the number of potential meetings in the remaining year. Decided to not backfill the position this CY.
Policy for non-EAC visitors.	The EAC discussed several situations where visitors would sit in on Council meetings. The by-laws do not address this. The Council agreed that all visitation requests go to the Chair for approval.

- Communications: send email to all TFS informing of EAC actions for July 28, 2014. No other special communications needed. Wegenhoft to research whether adding an EAC Ideas form link within Arbor Reader is useful.
- Next Meeting Date: September 2, 10:00 am. Location CR1164.
- Meeting adjourned at 3:00 p.m.