

Texas Forest Service Employee Advisory Council  
Minutes From  
January 25, 2006

**Members Attending:**

Clay Bales	Eric Copeland
Sandy Santana	Paula Cadena
Daniel Duncum	Richard Dottellis
Ronnie Hamm	Linda Alford
Sherri Noack	DeAndra Grizzle

**Members Absent with Notification:** Nick Harrison, Kenneth Myrow, Carrie Chesbro, Mike Brock, Brad Moore, Bobby Weaver (on assignment)

**Members Absent without Notification:**

**Ex-Officio Members Present:**

Tom Owen	Don Cumbie	Tom Boggus
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**Guests Present: Bill Fox, Kristen Suehs, Mark Ilg**

Richard Dottellis, EAC Chair, called the EAC meeting to order at 9:00am.

1. **Welcome to newly elected EAC Members:** The EAC Chair welcomed the newly elected EAC members:

Eric Copeland	West Zone At Large
DeAndra Grizzle	West Zone At Large
Mike Brock	Central Region, East Texas
Bobby Weaver, Jr	Central Region, East Texas
Linda Alford	East Texas At Large

2. **Election of Chair-Elect:** The EAC members present, in a secret ballot vote, elected Carrie Chesbro as the EAC Chair-Elect.
3. **Approval of minutes from the July 13, 2005 EAC Meeting:** The minutes from the July 2005 EAC meeting were approved, with one minor word change, by unanimous vote.
4. **Working Issues from July 2005 EAC Meeting:**

The Council reviewed the following working issues:

- i. **No Time to Take Compensatory Time:** The Council unanimously decided send a letter to the Executive Team requesting the Executive Team to consider vacation pay for those employees who were required to work during the recent December-January holiday period.
- ii. **R&R Policy:** Don Cumbie briefed the Council on the new agency procedure on "management directed days off". Bill Fox also discussed the process for an employee to take a paid R&R day authorized from a Federal assignment without having to use annual leave or compensatory time.
- iii. **Employee Suggestion Program:** Tom Owen will draft a recommendation to the Director that the EAC be allowed to nominate an individual for recognition based on a recommendation he/she made to the EAC.
- iv. **Direct Deposit of Travel Funds:** Tom Owen will follow up with Travis Zamzow regarding a pilot project.

5. **New Items:**

- a. **Agency Decal for Dozers:** The Council discussed a request by an employee that the Agency develop a standardized decal for our dozers. The Council unanimously agreed to have the Chair send a letter to Marilyn Grossman requesting she consider this request.
- b. **Enforcement of Tobacco Policy:** The Council unanimously agreed to take no action on this issue. The issue regarded one specific location and the Council was informed by Ronnie Hamm that the issue had been resolved.
- c. **New Uniform Items:** Tom Boggus provided a pair of uniform slacks with cargo pockets for EAC recommendation for addition to the uniform allowance. The Council unanimously agreed to recommend to the Executive Team that this item be added to the uniform allowance.
- d. **Estimation of Hours Worked Prior to Holidays:** The Council discussed an issue raised by an employee questioning why employees from time to time have to estimate hours worked, resulting in overtime being paid later than normal. Bill Fox discussed this issue with the Council, explaining that Agency payroll timelines are dictated by Texas A&M University. There are seven

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pay periods during FY 06 when hourly employees must estimate 1 or more days. To preclude under or over paying employees Agency policy is to estimate only the base eight hours. Sherri Noack suggested that employees should be informed of this type of pay practice during new employee orientation.

6. **Next Meeting Date: April 26, 2006—Lufkin 9am start time**

7. **Future Meeting Dates:**

July 26, 2006: College Station

October 26, 2006: Lufkin

8. After thanking Ronnie Hamm for his service as EAC chair in 2005, Richard Dottellis adjourned the Council meeting at approximately 11:45am