

Approved July 25, 2007

Texas Forest Service Employee Advisory Council
Minutes From
May 2, 2007
Lufkin, Texas

Website: [TFS Employee Advisory Council](#)

Members Attending:

Eric Copeland	DeAndra Grizzle	Sherri Noack
Sandy Santana	Bobby Weaver, Jr.	Carrie Chesbro
Doris Long	Kenneth Myrow	Linda Alford
Philip Gates	Meredith Carrell	Clay Bales
Shane Brown		

Members Absent with Notification: Susan Cornett, Russell Lykins, Mike Brock

Members Absent without Notification: None

Ex-Officio Members Present: Tom Owen

Guests Present:

Carrie Chesbro, EAC Chair, called the EAC meeting to order at 9:00am.

1. **Approval of minutes from the January 24, 2007 EAC Meeting:**
The minutes from the January 24, 2007 EAC meeting were approved, by unanimous vote.
2. **Updates to Working Issues:**

The Council reviewed the following working issues:

- a. **Uniform Items Questions/Issues:** The Council wanted to survey agency employees to identify specific issues regarding uniform i.e. fit, quality, etc. Tom Owen will discuss this issue with John Murphy and Robby DeWitt and provide more information and, if possible, have the survey completed before the July 2007 Council meeting.
- b. **Performance Evaluation Form:** Tom Owen briefly discussed the new performance evaluation forms to go into effect for the calendar year 2007 evaluations. More information and training will be conducted in the summer and fall 2007.

- c. **Employee Contribution Award:** The Director has approved the creation of an agency award to recognize employees who submit a recommendation through the Employee Advisory Council which results in significantly improving a process, procedure or practice within the Agency. The EAC will submit deserving nominations to the TFS Awards Committee for consideration for this new award. Mr. Hull has directed the draft awards criteria be reviewed by the TFS Awards Committee, edit as appropriate and submit to him for final approval.

3. **New Items:**

- a. **Uniform Issues:**
 - i. Addition of khaki (Dockers style) pants to uniform allowance: This item was raised regarding employees who do not have a full uniform allowance but purchase the TFS button down shirt. This would allow them to wear a standard khaki pant when wearing the shirt. The Council decided to take no action on this item at this time but see what the uniform survey might yield in comments
 - ii. Add a low-profile cap to the uniform allowance: An employee recommended we modify our current baseball style uniform cap and offer a "low-profile" version. John Murphy will work with Lion to provide a sample for us to view.
- b. **Revisit 60 mile per hour speed limit:** An issue was raised concerning the current 60 mile per hour speed limit policy. Some believe the policy could cause a safety concern as well as possible giving the public a negative perception of the agency. The Council decided to pass this issue on to the Safety Council for their consideration.
- c. **Purchase of Kevlar NOMEX pants using uniform allowance:** An issue was raised regarding the addition of Kevlar NOMEX pants to the uniform allowance. The Council decided to pass this issue on the Safety Council for their consideration.
- d. **Firefighter of the Year Award:** A recommendation was made to create a new award called the "Firefighter of the Year" Award. The Council recommended no action at this time other than raising this item to the Associate Director, FRP when that position is filled. More to follow on this item. Tom Owen will take this recommendation to the TFS Awards Committee for their consideration.
- e. **Agency Holiday Schedule:** A recommendation has been made to reduce the spring break holiday to a maximum of two days and

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have Labor Day as a holiday as well as standardize spring break across the agency (i.e. same time-frame). No action is recommended on this issue at this time. Tom Owen will share the issue with Don Cumbie and provide follow-up at the July EAC meeting.

- f. **Flex-Time:** An issue was raised recommending flex-time be modified to allow an employee to not have to "make-up" the flexed time the same workweek that it was taken. The Council decided to take no action on this issue since System policy directs the management of flex time.

4. **Next Meeting Date: July 25, 2007. 9am (College Station)**

5. **Future Meeting Dates:**

October 24, 2007 (Lufkin)

6. Carrie Chesbro adjourned the Council meeting at approximately 12:00 (noon).