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University expertise for community and workplace needs

CIS Helps Plan, Facilitate Veterans Business Conference

The East Tennessee Veterans Business Conference, which the UT Procurement Technical Assistance Center (PTAC) and B&W Y12 have successfully directed for the last four years, was attended by nearly 400 small businesses in August at the New Hope Center in Oak Ridge.

Veteran-owned businesses and other small businesses used this opportunity to learn about business opportunities with the military, the U.S. Department of Energy and NASA. Other agencies included the U.S. Corps of Engineers, the National Guard, the National Park Service, Ft. Campbell Army Base, Arnold Air Force Base and the Missile Defense Agency.

The conference started with an energetic speech by Brigadier General Terrence A. Feehan, deputy program manager at the Missile Defense Agency, who spoke about the importance and technology used in implementing the Ballistic Missile Defense System. Feehan got the attendees off to an exciting start with his delivery and behind-the-scene stories about U.S. strategic defense systems.

The UT Center for Industrial Services (CIS) managed a booth at the conference, along with 40 other

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LEIC's Southeastern Command and Leadership Academy Opens 11th Session

Participants of the 11th session of the Southeastern Command and Leadership Academy

The Southeastern Command and Leadership Academy (SECLA), an initiative of the UT Law Enforcement Innovation Center (LEIC), opened its 11th session in July at the University of Tennessee at Chattanooga. SECLA is a dynamic seven-week law enforcement leadership and management program designed for progressive and innovative police managers and their agencies. SECLA prepares officers for the increased responsibility of administrative command positions by providing them with the knowledge and skills necessary for successful leadership not only in their agency but also in their community.

SECLA Program Manager Mike Hill of LEIC said the course is divided into seven one-week sessions held over a nine-month period. This session features a new online format for two weeks of the curriculum which provides more flexibility in the program by allowing the officers to remain in their home city and complete their classroom assignments. The 21 students in the session include top law

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enforcement officers from Arnold Air Force Base, Chattanooga, Knoxville, Maryville, Murfreesboro, Nashville, Oak Ridge and Rutledge.

The program offers undergraduate and graduate credit hours through UTC, Hill said. The students can also transfer the credit hours to another university or college and apply them toward a degree in criminal justice. This session will graduate on March 2, 2012, bringing the total number of SECLA grads to 271.

Hill said the program's faculty members are among the most renowned criminologists in the nation. They include Dr. Vic Kappeler, criminal justice professor, Eastern Kentucky University, author and founding editor of *Police Forum and Police Liability*; Dr. Janet Kelly, finance and accounting consultant; Dr. Charles Corley, associate professor of criminal justice, Michigan State University; and Dr. Vic Bumphus, UTC Criminal Justice Department. Areas of study include leadership and management, emerging trends in law enforcement, community oriented policing, organizational skills, risk management and liability, planning and budgeting, managing diversity and media relations.

The academy is a partnership among LEIC, State of Tennessee Office of Criminal Justice Programs, UTC Continuing Education Division, UTC School of Criminal Justice and the Tennessee Association of Chiefs of Police. ■

CIS Helps Plan, Facilitate Veterans Business Conference

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federal, state and local agencies, and large prime contractors. CIS staff who attended the conference included CIS Executive Director Paul Jennings; CIS PTAC Program Manager Joe Flynn; CIS Economic Development Specialist Beth Phillips; and CIS PTAC Consultant Debbie Barber, who was a panelist at the event. CIS PTAC Consultant Paul Middlebrooks and CIS Graduate Intern Jafar Ware, who were involved in the planning of the conference, were also in attendance.

PTAC Consultant Debbie Barber served as a panelist/moderator on the small business certification panel.

"The New Hope Center provided a great venue for conference attendees to come together to learn about upcoming procurements, share best business practices and explore teaming opportunities," Flynn said.

The conference was initially developed in identifying service-disabled veteran small businesses in an effort to assist B&W Y12 in reaching its small business contracting goals with the Department of Energy. However, all small businesses were encouraged to attend. The pre-conference reception attracted nearly 150 participants to the New Hope Center.

Along with co-sponsors UT PTAC and Y-12 National Security Complex, several organizations were involved as partners with the conference including the National Nuclear Security Administration, the Department of Energy, Oak Ridge National Laboratory, WSI-OR Inc., the Small Business Administration (Nashville Office), Tennessee Small Business Development Center, the Tennessee Business Enterprise Resource Office, Knox County, the City of Knoxville, the Smoky Mountain Resource Conservation and Development Council, Roane State Community College, Oak Ridge Chamber of Commerce, Knoxville Chamber of Commerce and the East Tennessee Military Affairs Council. ■

Model Municipal Debt Policy Available on MTAS Web Site

Steve Thompson

A model municipal debt policy was developed by the UT Municipal Technical Advisory Service (MTAS) and the Tennessee Municipal League (TML) to establish parameters by which debt obligations will be undertaken by municipalities.

The Tennessee State Funding Board approved regulations requiring that local governments adopt a debt management policy by Jan. 1, 2012, if they expect to issue debt in the future.

This requirement encourages municipalities to plan capital purchases and to consider a debt strategy in the larger context of what types of debt may be incurred, ways debt may be paid, how finance professionals in a debt issuance are selected and compensated, and under what circumstances debt is to be considered.

"The staff of TML, IPS and MTAS have worked closely with the state Comptroller's Office to develop a model debt policy that both responds to the comptroller's concerns and strengthens the financial position of local governments in Tennessee," said MTAS Executive Director Steve Thompson. "This and similar policies will improve the state, and highlight the importance of a strong partnership supporting cities and counties in a very technical area." ■

Former Germantown Fire Chief Joins MTAS Staff

Dennis Wolf

Dennis Wolf, the Tennessee Fire Chiefs Association's 2010 Fire Chief of the Year, retired on July 29 after almost 35 years with the Germantown Fire Department, 16 of those serving as chief. Pursuing his dream to impact fire service statewide, Wolf began work as the UT Municipal Technical Advisory Service's (MTAS) fire and emergency management consultant Aug. 1. Wolf will be stationed in the West Tennessee regional office but will travel the state providing management and technical assistance to Tennessee's 275 full-time and volunteer fire departments.

"I'm looking forward to Dennis joining the MTAS team – he's a tremendous professional and continues the tradition of quality consultants with this organization," said MTAS Executive Director Steve Thompson. ■

MTAS Sets Dates for Clerks, Recorders Training

The Tennessee Association of Municipal Clerks and Recorders (TAMCAR) Fall Institute and Master Municipal Clerk Academy will be held in Murfreesboro Sept. 21-23.

The program is generally split into two categories: (1) Certified Municipal Clerk Institute and (2) Master Municipal Clerk Academy.

The Certified Municipal Clerk Institute is approved by the International Institute of Municipal Clerks (IIMC) to provide municipal clerk education. To be certified, clerks must attend six of the certified institutes, which are 2.5 days each. The institute is offered in the fall and spring each year. After completing six institutes for 105 hours, clerks are certified.

The Master Municipal Clerk Academy provides continuing professional development for municipal clerks. It is designed to help clerks build on the skills developed on the job and through the Tennessee Certified Municipal Clerk Institute training.

The academy is open to all who have completed the institute and specifically designed for those pursuing the Master Municipal Clerk designation. For more information or registration forms, contact MTAS Management Consultant Dana Deem at dana.deem@tennessee.edu. Registration materials also are available at www.mtas.tennessee.edu. ■

Happy Anniversary, IPS

More than 70 UT Institute for Public Service (IPS) employees, retirees and customers gathered in August to celebrate the institute's 40th anniversary. The attendees were treated to a barbeque lunch, live music and a program that included UT President Emeritus Dr. Joe Johnson, former Vice President of Public and Governmental Relations Tom Ballard, UT President Dr. Joe DiPietro and current Vice President of Public Service Dr. Mary Jinks. Each IPS agency executive director placed various items in a time capsule that was sealed and will be opened in 2051.

Clockwise, from top left: Guests and staff were served delicious barbeque with all the trimmings for lunch; UT President Emeritus Dr. Joe Johnson talked to the crowd about the beginning of IPS in 1971; Frances Adams-O'Brien (Municipal Technical Advisory Service) and Claire Marsalis (County Technical Assistance Service) wished IPS a happy 40th on the famed "Rock" on the UT Knoxville campus; CTAS Executive Director Mike Garland adds the *County Government Handbook* to the time capsule; and Vice President of Public Service Dr. Mary Jinks talks to former Vice President of Public and Governmental Relations Tom Ballard. ■

Forum Looks at Clean Energy Development Ideas

The Tennessee Renewable Energy and Economic Development Council (TREEDC) partnered with Tennessee Tech University (TTU), Tennessee Valley Authority (TVA), UT Municipal Technical Advisory Service (MTAS) and the city of Cookeville to provide a free community outreach forum to 101 Upper Cumberland area citizens and clean energy stakeholders in July.

Tennessee Tech President Dr. Robert Bell welcomes participants to the clean energy outreach forum.

Attendees gathered to examine ways to fast track clean energy development such as green diesel, solar, cellulosic ethanol, biodiesel, TVA Green Power programs and electric car charging infrastructure in Tennessee. Mayors from Byrdstown, Pikeville, Livingston, Cookeville, Gainesboro, Roane County and Kingston also attended the forum. The objectives of this forum were to identify potential workforce development opportunities in clean energy and to offer project guidance in developing appropriate feed stocks to convert into alternative fuels.

TTU Associate Director of Extended Services Dennis Tennant and MTAS Management Consultant Warren Nevad put together the program that consisted of presentations from representatives with Hemlock Semiconductor, Frontline Bioenergy, Tennessee Solar Institute, 49 Green, Genera Energy, USDA Rural Development and Choice Solar and Geothermal.

Details on this program along with all other presentations from the forum are available at http://www.mtas.tennessee.edu/public/web.nsf/Web/Economic+Development.

The next TREEDC forum is scheduled for Oct. 7 and will be sponsored by Monroe County Economic Development Board and East Tennessee TREEDC Coordinator/Ducktown Mayor James Talley. The final forum for 2011 is scheduled in Memphis on Nov. 18, 2011. ■

LEIC Director Appointed to Knoxville Board

UT Law Enforcement Innovation Center (LEIC) Executive Director Don Green was appointed by Knoxville Mayor Daniel Brown to serve on the city's Civil Service Merit Board (CSMB).

Don Green

The CSMB has oversight for the operation of the city's personnel program to ensure that the city adheres to the merit system principles and practices. The CSMB also hears appeals relative to any personnel action which the employee considers adverse to his or her position.

Green also recently completed his education specialist degree from Lincoln Memorial University. ■

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Public Service Interns Featured

In this issue, three members of the first class of Public Service Interns are featured.

Jeremy Michel

JEREMY MICHEL grew up in Louisiana before he moved to Mufreesboro to attend and play football for Middle Tennessee State University (MTSU). He is currently a graduate student at MTSU. As part of the Public Service Internship program, Michel interned with the Rutherford County Clerk of Court. He handles cost bills, assists in bookkeeping, filing paperwork and has observed trials and served as clerk. Michel, who is considering attending law school, has now been hired full time by the Rutherford County Clerk of Court's office.

PHOTO NOT AVAILABLE

Aris Walker

ARIS WALKER earned her bachelor's degree in journalism from MTSU. She worked behind the scenes in television in New York and later on camera as a news reporter in Hopkinsville, Ky. She also works as a substitute teacher while pursuing her master's degree in public administration at Tennessee State University. Walker developed her interest in working for the government while serving as an administrative assistant at City Hall in New York. She has a love of politics and hopes to one day become a manager in a government agency.

Andrea Barbour

ANDREA BARBOUR is a full-time graduate student at the University of Memphis where she is earning her master's degree in city and regional planning. Barbour received her bachelor's degree in sociology from Xavier University in Cincinnati. She also earned a certificate of museum studies from the University of Cincinnati. Prior to serving as a public service intern in Brownsville, she interned with the Memphis Landmarks Commission. Barbour also serves as the student representative council chair where she represents student's interests as an advisory member of the American Planning Association Board of Directors and leads the Student Representative Council Executive Committee activities throughout the year.

Staff Applause

To: Bill Stetar, MTAS

We would like to thank you for the training we received this week. It was both informative and value-added. We found the mix of classroom and floor exercises to be just right.

Arlis L. Rapier Jr.; Larry Hodge; and Sam Dong, Sekisui TA Industries, Rogersville

Bill Stetar

To: Bill Stetar, MTAS

Thank you for presenting "Training Is Not Always the Answer" to the American Society for Training and Development (ASTD) Memphis Chapter. Your session received outstanding evaluations. Your topic is just the type of learning the ASTD Memphis community seeks in professional development.

Dickmar Tejada, Training Development Specialist
ASTD, Memphis Chapter

To: Deidra Phillips, LEIC

I want to express my appreciation to you for the opportunity to attend the seminar in Nashville. It was an enjoyable experience from which I feel I gained significant knowledge and insight. One of the most impressive items was the outstanding organization and coordination of the entire effort. Many people do not realize the incredible amount of detail that is involved in preparing an activity or the importance of an adequate facility. Obviously, the location was first class, and the "little things" (that are actually "big things"), such as ample refreshments and meal arrangements, are what distinguish a top-shelf planning team.

Dan Owen, City of Medina (Tenn.) Police Department

Deidra Phillips

2011 IPS Annual Conference

UT Institute for Public Service (IPS) employees met in July for their annual conference in Murfreesboro. The conference included a game show that tested several employees' knowledge on IPS and Tennessee trivia, individual agency overviews and an awards dinner.

(left to right, top to bottom)
The CIS game show team consisted of Tammy Gage, Erin Ketelle and Lynn Reed.

CTAS staff gathered for an all-hands staff meeting.

IPS Chief Business Officer Gail White takes a break to check e-mails.

Tess Davis and Bonnie Jones work on a team building project during the MTAS meeting.

Lori Ungurait and Don Green, LEIC, are all smiles while posing for a picture at dinner.

Beth Paton and Debbie Barber, CIS, enjoy dinner at the conference.

Former IPS Chief Business Officer Gary Baskette and his wife Connie joined the IPS staff for dinner. ■

IPS September Calendar of Events

♦ CIS

Sept. 1	8-Hour DOT Refresher, Knoxville
Sept. 7	Lean Champion Course, Johnson City
Sept. 7	OSHA 10-Hour General Industry, Nashville
Sept. 15	Industrial Air Regulations, Nashville
Sept. 20	OTI 510 Occupational Safety and Health Standards for Construction, Knoxville

♦ CTAS

Sept. 1	Rewarding Employees in Tough Economic Times Workshop, Knoxville
Sept. 9	Rewarding Employees in Tough Economic Times Workshop, Franklin
Sept. 13	Rewarding Employees in Tough Economic Times Workshop, Athens
Sept. 15	Rewarding Employees in Tough Economic Times Workshop, Johnson City
Sept. 21	County Officials Certification Training Program (COCTP) Capstone, Burns
Sept. 22	Rewarding Employees in Tough Economic Times Workshop, Jackson

♦ LEIC

Sept. 6 7	Dropout Prevention Summit, Nashville
Sept. 7-9	Survival Spanish for Law Enforcement, Emporia, Kan.
Sept. 8-9	Dropout Prevention Summit, Knoxville
Sept. 12-Nov. 18	National Forensic Academy, Session XXIX, Oak Ridge
Sept. 12-16	Fundamentals of Cybercrime, Westbrook, Maine
Sept. 13-15	Survival Spanish for Law Enforcement, Madison, S.D.
Sept. 21-23	Survival Spanish for Law Enforcement, Durant, Okla.
Sept. 26-28	Survival Spanish for Law Enforcement, Westminster, Colo.
Sept. 26-27	DNA Evidence, Identification, Collection, and Preservation for Law Enforcement (Rural), Fairbault, Minn.
Sept. 29-30	Domestic Violence, Westminster, Colo.
Sept. 29-30	DNA Evidence, Identification, Collection, and Preservation for Law Enforcement (Rural), Willmar, Minn.

♦ MTAS

Sept. 1	Municipal Management Academy (MMA) Municipal Manager Overview, Germantown
Sept. 6	Certified Municipal Finance Officers (CMFO) Financial Accounting I, Columbia
Sept. 6	CMFO Financial Accounting I, Jackson
Sept. 6	CMFO Financial Accounting I, Morristown
Sept. 8	MMA Risk Management and Safe Workplace Environment, Bristol
Sept. 14	CMFO Financial Accounting I, Lebanon
Sept. 14	CMFO Financial Accounting I, Loudon
Sept. 14	CMFO Financial Accounting I, Martin
Sept. 14	MMA Risk Management and Safe Workplace Environment, Germantown
Sept. 21	Elected Officials Academy (EOA) Human Resources, Knoxville
Sept. 22	MMA Motivating Your Workforce, Bristol
Sept. 23-24	EOA, Clarksville
Sept. 26	Municipal Administration Program (MAP) Administrative Hearings, Franklin
Sept. 27	MAP Administrative Hearings, Athens
Sept. 28	MAP Administrative Hearings, Kingsport
Sept. 28	EOA Public Works, Jackson
Sept. 29	CMFO Financial Accounting I, Jackson
Sept. 29	CMFO Financial Accounting I, McMinnville
Sept. 29	MAP Administrative Hearings, Knoxville

RECRUITMENTS

♦ CIS
Program Manager (Solutions Consultants), Nashville

♦ MTAS
Assistant Director, Knoxville
Finance/Accounting Consultant, Knoxville
Finance/Accounting Consultant, Martin/Jackson

DEPARTURES

♦ IPS CO
Paul Bowman Development Director

♦ LEIC
Robert Geiger, Coordinator

STATE SERVICE LONGEVITY

Steve Austin, CTAS	11 years
Jennifer Benson, LEIC	5 years
Mike Garland, CTAS	36 years
Gary Jaeckel, MTAS	12 years
Mary Jinks, IPS CO	28 years
Mike Meyers, CTAS	12 years
Dick Phebus, MTAS	38 years
Bobby Phillips, CTAS	24 years
Kim Raia, CTAS	11 years
Brian Spears, CTAS	16 years
Chris Wright, CIS	14 years
Steve Wyatt, MTAS	13 years

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105 Student Services Building
Knoxville, Tennessee 37996-0213
Phone: (865) 974-6621 • Fax: (865) 974-1528

DR. JOSEPH DIPIETRO
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Vice President of Public Service

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THE UNIVERSITY of TENNESSEE UT

MUNICIPAL TECHNICAL ADVISORY SERVICE

Dick Phebus

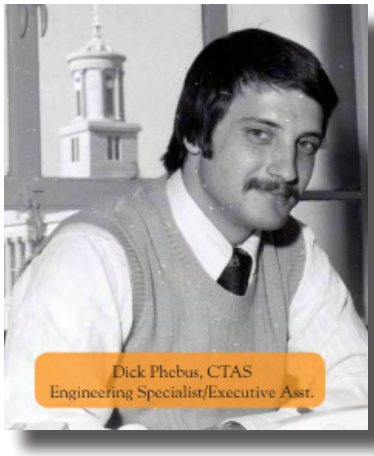
Finance and Accounting Consultant

After some 36 years of traveling the across the state of Tennessee providing consulting services to local governments, Dick Phebus has decided to retire from the UT Municipal Technical Advisory Service (MTAS).

Since 1985, Phebus has worked with MTAS assisting approximately 60 cities in West Tennessee with finance and accounting issues. Prior to that, he served as a field consultant and assistant director for the UT County Technical Assistance Service (CTAS) from 1973 to 1983. During time away from the university, he served as controller for a precious metals corporation in Fort Collins, Colo.

Phebus has enjoyed a varied career. He received his education from Vanderbilt University, graduating in 1972 with both a bachelor's and master's degree in engineering. He worked for the Tennessee Department of Transportation in its engineering division prior to joining CTAS as a highway consultant. Post graduate education enabled him to sit for and pass the Certified Public Accountant examination. From that point forward, his interests have been in finance and accounting.

In addition to consulting, Phebus has authored various MTAS publications and resource materials over the years. More recently, he played a pivotal role in the development and delivery of the comptroller's ongoing Certified Municipal Finance Officer (CMFO) program. In acknowledgement of his contributions to the program, Phebus was awarded the first honorary CMFO certificate by the comptroller's office. During his tenure with MTAS, he has served on the boards of the Tennessee Government Finance Officers Association and the Local Government Corporation.



Dick Phebus, CTAS
Engineering Specialist/Executive Asst.

Phebus leaves MTAS to take the position of assistant finance director in the city of Bartlett. In his spare time, he plans to play some golf and read books on his new Apple iPad. Phebus and his wife Nita plan to stay young playing with their five grandchildren.

Mike Garland (left) and Dick Phebus

Left to right: Liz Bailey, Dick Phebus, Roger Adkins and Elaine Turner

THE UNIVERSITY of TENNESSEE

MUNICIPAL TECHNICAL ADVISORY SERVICE

"Dick Phebus has been a valuable member of IPS for more than 30 years, working with both CTAS and MTAS. While he might be retiring from IPS, he's certainly not retiring. He is going to work for the city of Bartlett and we know they will value Dick as much as we have. We wish him the best of luck."

– Dr. Mary Jinks, Vice President of Public Service

"Dick leaves MTAS having made a valuable and irreversible positive impact on municipal finance statewide. He will be remembered by his customers and peers for his wise counsel and hard work. His knowledge and professionalism will be missed,"

– Sharon Rollins, MTAS Program Manager

"Dick Phebus is a most articulate and thoughtful person who truly cares about city and county government. He has been very helpful in assisting the employees of the city of Dresden in their duties and compliance issues. Dick's departure from MTAS is the city of Bartlett's gain and the city of Dresden's loss."

– Mayor Danny Forrester, City of Dresden

"I was very sad to hear that Dick was leaving MTAS but also very happy he has a new opportunity. I started my job as city recorder in 1999. I immediately called Dick for his assistance, and he was a great asset and helped me so much. With his teaching, the city was nominated and won the City of Progress Award in 2001. That was just the beginning. He has continued to help me for the last 12 years. He will be missed!"

– Donna Stricklin, City Recorder, Sharon

"Since the l980's Dick Phebus has been coming to Tiptonville to assist us in developing our budgets and helping with many other city issues. He was always available at a moment's notice. We grew to depend on his knowledge and expertise. We value Dick's friendship and wish him the very best, and when he gets a chance to get back to Tiptonville, we will treat him to a Reelfoot Lake fish dinner."

– Fran Hearn, City Clerk, Tiptonville

"Dick Phebus has served on the board of directors for Local Government Corporation for over 12 years as a board member and chairman of the finance committee. During that time he served municipalities with a high level of integrity and support. I have known Dick for over 20 years and consider him a friend and co-worker. He was a great asset to the University of Tennessee, the Local Government Corporation and Tennessee municipalities. That service will be missed. I wish Dick all the best in his retirement."

– Mickey Wilson, President of Local Government Corporation