The Exchange Newsletter

Institute for Public Service (IPS)

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Institute for Public Service

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Economic Development Specialists Gather for CIS Course

One of the stops TBEDC participants made during the week was LP Field, home of the Tennessee Titans.

The UT Center for Industrial Services (CIS) recently conducted the fifth annual Tennessee Basic Economic Development Course (TBEDC). This week-long course is the first of five courses accredited by the International Economic Development Council, where completion is one of the requirements to become a Certified Economic Developer (CEcD).

This year’s class had 40 participants from all over Tennessee as well as out of state. The diverse class had a range of participants that included elected officials, economic developers, chamber of commerce directors, state employees and a graduate student.

The week started off with a high energy afternoon session that geared everyone for the week ahead. It became obvious the first day that all of the class participants were committed to making a change in their communities and the state as a whole. The interest, engagement and knowledge of the participants made this truly a unique experience. Conversations, experience and knowledge-sharing were never hard to find.

(continued on page 2)
The Tennessee Government Management Institute (TGMI) class of 2011 consists of 31 management level employees who spent a week in May honing their leadership skills. TGMI was created in 2000 for mid-level managers within state government who have program or organizational responsibility. TGMI serves to develop and promote the leadership abilities of middle managers to better serve their employees and, in turn, the citizens of Tennessee. The UT Institute for Public Service's leadership center took over last year from the Tennessee Department of Human Resources in organizing and facilitating the program.

When asked to attend TGMI, I was reluctant. I knew it would be a professional and personal challenge to be out of town for a week-long training program,” one participant said. “Well, TGMI was worth being away. It is the best leadership development I could imagine. TGMI far surpassed my expectations or any similar experience I’ve had. I can hardly wait to start the second week.”

During the first week, May 8-13 in Knoxville, participants covered topics such as Lean government, social media, leadership strengths and leading across generations. They also received feedback from a 360 assessment and participated in an outdoor team-building challenge. Week two of the session will be held June 6-10 at Montgomery Bell State Park.

CIS Consultant Keith Groves, led a session on Lean government.
NFA™ Hosts Junior Special Agents from Holston Middle School

About 30 sixth graders from Holston Middle School in Knoxville took a break from the typical classroom setting for several hours and learned what it’s like to be a crime scene investigator.

The students are part of the Federal Bureau of Investigation’s FBI Junior Special Agents program and recently visited the UT Law Enforcement Innovation Center’s National Forensic Academy™ facility in Oak Ridge. The students started out in the NFA™ classroom hearing about the mission of the academy from LEIC employees Jennifer Benson, Robert Geiger and Mandy Johnson.

They also broke into smaller groups for hands-on activities in the lab where they made DNA models and saw DNA extracted from a lemon; visited the experiment room where they learned about shooting scene reconstruction, bloodstain pattern analysis and evidence collection; and visited the photography room to learn about using an alternative light source to identify biological stains.

The IPS 40th anniversary logo appeared on the base of the equipment in the picture on the front page in the May issue of The Exchange.

The April winner was Brian Spears from the CTAS Nashville Office.

Can you find the logo this month? E-mail your guess to susan.robertson@tennessee.edu.
Data Migration Underway for New Solution Point System

The Training Partner implementation team is in the process of moving all the data from the current system to the new one. The new software is scheduled to be up and running June 13.

Training classes for employees have already begun and several more are scheduled. The new software is from Training Partner and has more flexibility than the current system and will be easier to use.

If IPS employees have any questions or concerns, contact one of the following Training Partner Implementation team members:

- Andi Damewood – LEIC
- Macel Ely – Naifeh Center
- John Erdmann – CIS
- Scott Gordy – Central Office
- Terri Kinloch – CTAS
- Tom Kohntopp – Naifeh Center
- Chris Payne – CTAS
- Gary Petree – MTAS
- Deidra Phillips – LEIC
- Mike Tallent – Project Sponsor
- PJ Snodgrass – MTAS
- Lori Ungurait – LEIC
- Patty Wells – CIS

MTAS Among Hosts of Community-Wide Energy Forum

The city of Franklin, Columbia State Community College and the UT Municipal Technical Advisory Service (MTAS) have partnered with the Tennessee Renewable Energy and Economic Development Council (TREEDC) to organize the second annual Franklin/Williamson County TREEDC community-wide forum on Friday, June 24 at the Franklin Police Conference Center.

Columbia State Community College President Dr. Janet Smith and UT President Emeritus Dr. Joe Johnson will address issues in green jobs development for Tennesseans. MTAS Management Consultant Warren Nevad and Franklin Mayor Ken Moore have developed a comprehensive renewable energy educational agenda for area businesses and local governments.

Attendees will hear from Kerry Perkinson who will address oil supply and price environmental issues that impact local governmental costs in fleet operations. 49 Green, a Danish firm, will give an update about its proprietary process to convert agricultural wastes into a synthetic green diesel. Pathway Lending will discuss details regarding low-interest loans through the Energy Efficiency Program that was launched last August through an alliance with the Tennessee Valley Authority (TVA), the U.S. Department of Energy, Pinnacle Financial Partners and the state of Tennessee. Stephanie Cox with ECOTality will give an update about the electric vehicle project. Attendees also will learn about energy efficiency lighting and propane opportunities for interested stakeholders. The forum will conclude with a panel discussion involving the TVA Generation Partners program and solar industry issues. The registration fee is $15 for non-members and is payable to TREEDC. The forum will be free to all TREEDC members. Program costs include refreshments and lunch. RSVP to treedc08@yahoo.com and mail your payment to the City of Pikeville, P.O. Box 225, Pikeville, TN 37367 by June 21, 2011. Seating is limited to 90 participants. Membership information is available at the same e-mail address.
The University of Tennessee Municipal Technical Advisory Service (MTAS) will host pre-conference sessions this year at the Tennessee Municipal League (TML) Annual Conference in Murfreesboro.

The sessions offered are part of Level II of the Elected Officials Academy program. These sessions will take place at the Embassy Suites, 1200 Conference Center Boulevard, Murfreesboro.

Each session is designed specifically for the elected official and allows time for networking and sharing ideas with other cities. These sessions will be informative for both seasoned and newly elected officials in Tennessee. Upon completion of all five Level II sessions, participants will receive a Level II certificate.

Each participant will be assessed a one-time registration fee of $200. This fee covers completion of all Level I and Level II sessions of the Elected Officials Academy. If the fee has been paid previously to attend Level I or Level II, then it does not need to be paid again.

The Level II courses will include Human Resources, Council at Work, Police Review, Public Works and Water and Wastewater Operations.

The deadline to enroll in the SICK LEAVE BANK is June 30.
Members of the IPS Leadership Academy spent three days at UT Chattanooga (UTC) for their most recent session. One of the days was spent at the Challenger Center on the UTC campus working on team-building exercises, including a simulated mission to the moon. (Left) One group works as a team to finish a challenge; (center) from left, Scott Gordy, Margaret Norris and Libby McCroskey complete their duties in mission control; and (above right) Andre Temple mans a spaceship to the moon.

UT Compensation Advisory Board Explained

In March 2010, Interim President Jan Simek launched UT’s first Compensation Advisory Board (CAB). Dr. Joe DiPietro served as the chair of this committee until his selection as the president of UT. He continues to support the CAB and what it is doing.

The board is made up of 13 members from all UT campuses/institutes and major areas of responsibility, such as general counsel and finance. The focus of the CAB is to help guide the university’s compensation philosophy, structure and programs. The responsibilities of the CAB include: review of the best total compensation practices (pay and benefits), review the compensation policies and programs, develop a multi-year strategy and practices for improvement and make recommendations for work culture improvements. Dr. Mary Jinks serves as the Institute for Public Services’ representative.

One of the first recommendations of the CAB, after reviewing employee’s suggestions from UTalk and the Efficiency and Effectiveness Committee, is to raise the minimum rate of pay for regular employees to $8.50/hour, effective July 1, 2011. This will affect 270 current regular employees and will affect any new regular hires after that date. This will be at all campuses and institutes. IPS does not have any employees currently in this range. It will not affect students, term or temporary employees.

In addition to this recommendation, the CAB has rewritten the compensation philosophy and developed an “Employer of Choice” model for UT. They also are currently working on the development of a compensation plan for UT. The current salary schedules have not been updated since 2007, and they will be working with a consultant to develop a plan to present to the Board of Trustees. While it is not expected to include salary changes immediately, it will give something to work toward for the future.

For more information on the CAB, visit http://humanresources.tennesseee.edu/cab/.
To: Andre Temple, CIS
I want to thank you for all the hard work and diligence you put into arranging and directing the TBEDC May 2-6. It was very well planned, and the instructors/presenters/accommodations were excellent. It certainly reinforced the high-quality reputation of IEDC-sponsored courses. I can report that all of the participants who I had the opportunity to talk with were pleased. I was particularly impressed with the status of participants (mayors, aldermen, etc.) which means that your work and efforts are very likely to translate quickly into definite community improvement. My favorite presenters were Dave Kolzow, of course, and David Mansouri. If I can ever be of assistance to you, please feel free to call me at any time or write to me.

Earl Lipscomb Martin, Jr., Owner/Instructor/Consultant
Martin & Fellows, Inc.

To: Andre Temple, CIS
Thank you for sharing your time, talent and words of encouragement during the 2011 Tennessee Basic Economic Development Course. This course had opened my world to the many possibilities for the Memphis Area Association of Governments’ services to our many communities. I look forward to our paths crossing again as we venture to create an environment for growth and prosperity across our regions. If I can ever be of any assistance to you, please let me know.

Pamela D. Marshall, Memphis Area Association of Governments

To: LTIC
Recently I, along with several other sheriff’s deputies, had the opportunity to attend the First Line Supervision and Management training course conducted by the UT Regional Community Policing Institute. My personal career in law enforcement extends beyond 35 years. During those years I have attended several leadership courses, but none so far has been as informative, interesting and so well taught as this most recent course. The after-course comments throughout our office have been nothing but favorable. The excellent training has generated an air of enthusiasm for better leadership among our supervisors which will surely have appositive tangible impact in all that we do.

Lt. Daniel Armstrong, Montgomery County Sheriff’s Office

To: Ron Darden, MTAS
Thanks for your guidance and patience during the SWOT session with the Signal Mountain Town Council last Monday. As a new member, I appreciate the tremendous resources of MTAS.

Bill Wallace, Signal Mountain Town Council

To: Warren Nevad, MTAS
Thanks again for speaking at the Southern College and University Public Service Organization (SCUPSO) conference. You did an excellent job of getting other institutes thinking about possibilities in terms of promoting industry clusters. I shared a copy of your presentation with the person here at Southern Growth who coordinates our work in the energy field, and she is interested in following up with you. She’d like to do a case study on Tennessee as part of a project we are doing for the Energy Foundation.

Linda Hoke, Director, Council on the Southern Community
Southern Growth Policies Board

To: Bonnie Jones, MTAS
Many thanks for a comprehensive personnel policy draft. You put a lot of hard work into the process, and we are indebted to you. Also, we made the changes you requested on the employment applications.

Mayor Les Stiers, Jellico
IPS June Calendar of Events

**CIS**
- June 1: Eight-Hour Emergency Response Refresher, Bartlett
- June 2: Eight-Hour Site Worker Refresher, Bartlett
- June 3: Eight-Hour DOT Refresher, Bartlett
- June 6: Congressman Chuck Fleischmann Small Business Growth Conference, Clinton
- June 7: ISO/TS16949:2004 Internal Auditor, Vonore
- June 13: OSHA 30-Hour General Industry, Nashville
- June 13: 40-Hour Site Worker, Gatlinburg
- June 15: Industrial Air Regulations, Knoxville

**MTAS**
- June 10: Elected Officials Academy Level II, Mufreesboro
- June 15: Elected Officials Academy Level II, Mufreesboro
- June 28: Municipal Management Academy, Human Resource Overview, Germantown
- June 30: Municipal Administration Program, Negotiation Skills, Knoxville

**CTAS**
- June 7-8: Summer Legislative Conference, Gatlinburg
- June 21-24: County Clerks Conference, Franklin
- June 28: Negotiation Skills Workshop, Knoxville
- June 30: Negotiation Skills Workshop, Franklin

**LEIC**
- June 2-3: DNA Evidence Identification, Collection, and Preservation for Law Enforcement, New Orleans
- June 6-7: DNA Evidence Identification, Collection, and Preservation for Law Enforcement (Rural), Laconia, N.H.
- June 8-9: DNA Evidence Identification, Collection, and Preservation for Law Enforcement, Hendersonville, N.C.
- June 9-10: DNA Evidence Identification, Collection, and Preservation for Law Enforcement (Rural), Westbrook, Maine
- June 13-15: Survival Spanish for Law Enforcement, Arnold AFB, Manchester
- June 13-17: Fundamentals of Cybercrime, West Jordan, Utah
- June 20-21: School Resource Officer Skills Building Oak Ridge
- June 20-22: First Line Supervision and Management, Memphis
- June 22-23: Domestic Violence, Wayne, Neb.
- June 22-24: Crime Scene Management-Field Techniques, Portland, Ore.
- June 27-28: DNA Evidence Identification, Collection, and Preservation for Law Enforcement, Richfield, Ohio
- June 27-29: Crime Prevention Through Environmental Design, Tullahoma
- June 30: DNA Evidence Identification, Collection, and Preservation for Law Enforcement, London, Ohio

**NAIFEH CENTER**
- June 6-10: Tennessee Government Management Institute, Montgomery Bell State Park

**RECRUITMENTS**
- **IPS CO**
  - Development Director, Knoxville
- **LEIC**
  - Coordinator, Oak Ridge
- **MTAS**
  - Administrative Support Assistant, Nashville
  - Finance/Accounting Consultant, Knoxville
  - Assistant Director, Knoxville

**NEW HIRES**
- **CTAS**
  - Michael Galey, Consultant
  - Wesley Robertson, Consultant

**RETIREE**
- **CIS**
  - Chuck Beasley

**STATE SERVICE LONGEVITY**
- Donna Bridges, CIS .......... 8 years
- John Chlarson, MTAS .......... 13 years
- Andi Damewood, LEIC .......... 12 years
- Nancy Gibson, MTAS .......... 15 years
- Suzanne Griffin, LEIC .......... 1 year
- Lynne Holliday, CTAS .......... 27 years
- Paul Jennings, CIS .......... 27 years
- Libby McCroskey, CTAS .......... 20 years
- Emily Miller, LEIC .......... 3 years
- Pam Peters, CTAS .......... 39 years
- Deirda Phillips, LEIC .......... 5 years
- Katie Powell, LEIC .......... 1 year
- Sharon Rollins, MTAS .......... 26 years
- Becky Smelzer, MTAS .......... 13 years
- Bill Stetar, CIS .......... 12 years
- Norma Wilcox, CIS .......... 20 years

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Dr. Joseph Dipietro
President

Dr. Mary H. Jinks
Vice President of Public Service

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IPS ANNUAL CONFERENCE
JULY 21-22
EMBASSY SUITES MURFREESBORO

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