



## CIS Takes Lean Manufacturing Lesson to High Schools

A total of 28 students from Columbia Central and Mount Pleasant high schools attended a Lean Manufacturing training class hosted by the **UT Center for Industrial Services (CIS)** in partnership with the South Central Tennessee Workforce Alliance.

During the six-hour session, UT CIS Lean consultants John Collier and Misty DePriest led the students through a series of lecture and hands-on simulations designed to show participants the differences between mass production and Lean Manufacturing. The students began the day working at Buzz Electronics, a simulated factory that produces commercial and residential alarm systems. Each student was given a role to play, some of which included material handler, shop floor operator, production scheduler and sales.

In the first round of the simulation, the students were given 15 minutes to assemble, test and ship as many products as they could in a traditional mass production scenario. After the first round, the students discussed the problems they experienced that kept them from making quality products for their customers and profit for Buzz

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## LEIC's "Command College" Celebrates 10<sup>th</sup> Anniversary



College professors and law enforcement executives from across the state completed the **Southeastern Command and Leadership Academy (SECLA)** with a graduation ceremony on March 4 at the University of Tennessee at Chattanooga University Center.

The graduates also celebrated the 10<sup>th</sup> anniversary of the University of Tennessee program that began in January 2001.

Tim Carroll, Deputy Chief of the Chattanooga Police Department and SECLA Graduate (Session Three) was the keynote speaker. Other speakers included Dr. Helen Eigenberg, UT Chattanooga chair, department of criminal justice; Dr. Herbert Burhenn, dean of UT Chattanooga's arts and sciences; Mark Kimsey, sergeant for the Hamilton County Sheriff's Office and SECLA class president; and Don Green, executive director of the **UT Law Enforcement Innovation Center (LEIC)**.

Mike Hill, SECLA program manager at (LEIC), described the 10<sup>th</sup> anniversary and the graduation ceremony as an important occasion for  
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# LEIC's "Command College" Celebrates 10<sup>th</sup> Anniversary

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not only the participants, but also for the successful decade-old partnerships created among universities, communities and law enforcement throughout the country.

"This academy, often referred to as LEIC's "Command College," began 10 years ago and has progressed each year to what is now considered a top priority for officers pursuing advancement in their organization. SECLA prepares these officers for increased responsibilities in senior administrative positions," Hill said.

"The University of Tennessee appreciates the willingness of our law enforcement, community leaders and funding agents in making this solid investment in public safety. This program, funded by the state of Tennessee, Office of Criminal Justice Programs, focuses on preparing law enforcement supervisors for the future of their community's quality of life, as well as the future of their profession."

One highlight of the morning was honoring Chief Jackie Moore, who recently retired from the Franklin Police Department after a 47-year career in public service. Chief Moore was President of the Tennessee Association of Chiefs of Police in 1998 and was the driving force behind the creation of SECLA. Hill referred to Chief Moore as the "founding father" of SECLA and he was presented with an engraved gift as a token of appreciation.

Hill said the course was divided into five one-week sessions in the classroom and two additional sessions are presented online. The students included top law enforcement officials from Clinton, Chattanooga, Franklin, Jackson, Johnson City, Knoxville, Loudon, Maryville, Memphis, Nashville, Oliver Springs and Ripley.

The program offers up to 12 undergraduate credit hours or up to six graduate level credit hours through UTC. Training sessions were held on the campus of UT Chattanooga.

"SECLA is an outstanding program for law enforcement and it convinced me that I needed to go back and complete my college education," said Lt. Robert Starnes with the Hamilton County Sheriff's Office, who completed the most recent session.

Areas of study included leadership and management, emerging trends in law enforcement, ethics and integrity, risk management and liability, planning and budgeting, managing diversity and media relations.

With this graduation, the academy now has 274 alumni representing law enforcement agencies in seven states. Preparations are being made for the next session that will begin in July 2011. Applications are now being accepted and registration is open to all law enforcement agencies. Funding for the next class is being provided by the State of Tennessee, Office of Criminal Justice Programs and the University of Tennessee.

The academy is a partnership among the UT Law Enforcement Innovation Center, UTC Continuing Education Division, UTC School of Criminal Justice, the Tennessee Association of Chiefs of Police and the Tennessee Sheriffs Association. ■

## CIS Takes Lean Manufacturing Lesson to High Schools

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Electronics. Some of these problems included having to wait for material, poor quality and an imbalance in work flow that allowed materials to stack up and not progress through the system.

The students essentially saw how the eight manufacturing wastes prevent value added flow of product through a facility. Collier then led the students through a discussion about workplace organization, standard work and continuous flow. The students were given an opportunity to make improvements to Buzz Electronics resulting in an increase in productivity and customer shipments resulting in a large profit. The day ended with a panel discussion where the students were able to ask questions about manufacturing.

The goal of the training was to get students interested in manufacturing and to show them the importance of continuing their education after high school. ■

**IPS**  
**ANNUAL CONFERENCE**  
**JULY 21-22**  
**EMBASSY SUITES • MURFREESBORO**

# Gary West, Nathan Lefebvre Leaving IPS

Two long-time employees have left the UT Institute for Public Service (IPS) for other employment opportunities.

Fire Management Consultant Gary West of the [UT Municipal Technical Advisory Service \(MTAS\)](#) left to become the assistant commissioner of fire prevention for the state of Tennessee in the Department of Commerce and Insurance. West joined MTAS in 2005.

"Gary West has been a great consultant for MTAS and for the cities and towns of Tennessee, and I've been very impressed with his hard work, his professionalism and his leadership," said MTAS Executive Director Steve Thompson. "This is an outstanding opportunity for both the state of Tennessee and for Gary, and Gary's selection speaks well for the quality of Governor (Bill) Haslam's administration."

Program Specialist Nathan Lefebvre with the Law Enforcement Innovation Center (LEIC) left to join Identity Services (IDS), a Georgia company that developed an emerging forensic technology. Lefebvre, who oversaw LEIC's National Forensic Academy™ (NFA™), joined the center in 2002.

"While we certainly hate to see Nathan leave the National Forensic Academy, we also realize that opportunities to advance personally and professionally are always available," said LEIC Executive Director Don Green. "He is excited about this new endeavor, and we are happy for him. We certainly wish him the best and know that he will be an asset to his new employer." ■



Gary West



Nathan Lefebvre

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## *LEIC Event Looks at Student Discipline, Alternative Education*



Lori Lamb, chair of the National Alternative Education Association's board of directors, welcomes participants to the national conference in Nashville.

In collaboration with the Department of Education's Office of General Counsel and the Office of School Safety and Learning Support, the UT Law Enforcement Innovation Center (LEIC) presented the 2011 Student Discipline and Alternative Education (SDAE) Institute in February.

The 2011 Student Discipline and Alternative Education Institute provided a comprehensive overview of legal and procedural issues/practices relative to student discipline. Participants learned not only the basics of due process and disciplinary hearings, but also the latest legal developments in areas such as student searches, special education discipline, bullying and technology-related issues.

This year's event also provided a unique opportunity for educators to participate in the National Alternative Education Association's Annual Conference. The Tennessee Department of Education hosted the national event that highlighted proactive alternatives to suspension and expulsion. In addition, the Association for High School Innovation offered a track of breakouts on dropout prevention and multiple pathways/approaches to obtaining a high school diploma.

More than 500 people attended the collaboration of Tennessee's SDAE and the NAEA institutes. There were three countries and 40 states represented for the national conference in downtown Nashville. ■



# Enrollment Coming Up for Sick Leave Bank

If you are not a member of the sick leave bank, you should consider enrolling. The sick leave bank is for employee use only at any University of Tennessee campus or institute for regular employees who are eligible to accrue sick leave. The sick leave bank can provide emergency sick leave to member employees who have suffered disability due to an unplanned personal illness, injury or quarantine and who have exhausted their compensatory time and personal, sick and annual leave balances.

The annual enrollment period is during the months of April, May and June to be effective July 1. You must have a sick leave balance of at least six days in order to join the bank. The initial assessment is three days of sick leave that is deducted from your sick leave balance. This is a one-time initial joining assessment. The bank is required to maintain a balance of one sick day per member before it can assess additional days from the members. In the event that an assessment is needed, all members would

be notified in writing at least 30 days prior to the effect date of the assessment. If you do not wish to comply with the assessment, you can notify the bank and cancel your membership. All sick leave days contributed to the bank are non-refundable and non-transferable.

For a member to apply for sick leave days from the bank, the member must have a serious personal illness or injury (this cannot be used for elective surgery or individual's family). All personal accrued leave (sick, annual, personal) must be used before receiving sick leave days from the bank. An application is required and a medical certification is required.

A member may request up to 90 days of sick leave from the bank (in increments) in a 12-month period for any one illness, recurring illness or accident. Any time granted to the member, but not used, is returned to the sick leave bank.

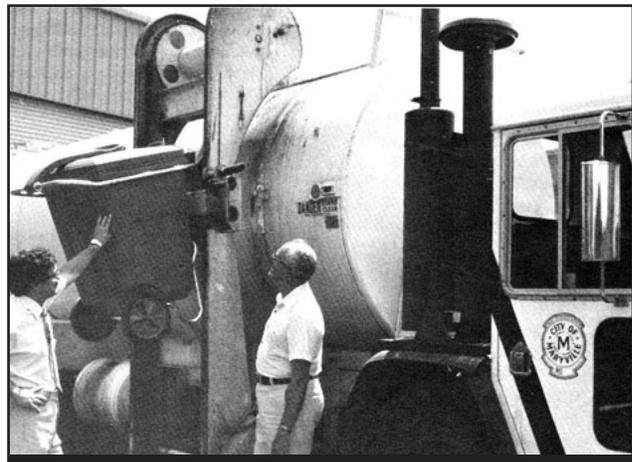
For an application to join the sick leave bank, contact Judie Martin at [judie.martin@tennessee.edu](mailto:judie.martin@tennessee.edu) or your agency human resource administrative assistant. If you



## Celebrating of Public Service



Richard Eddy, CIS Senior Field Engineer



Frank Kirk and Gary Hensley

# IPS Launches Public Service Internships for College Students

Local government internships will be available this summer through a partnership between the University of Tennessee (UT) Institute for Public Service (IPS), UT Knoxville, UT Chattanooga, East Tennessee State University, the University of Memphis and Tennessee State University. IPS and its partners currently are seeking prospective community partners and placements for these graduate student interns.

Although the program can easily accommodate any city or county with funding for an intern, it is anticipated that more cities will be interested in hosting interns than there are internships available. This will be a competitive selection process for interns and interested cities and counties. IPS, through the consultants of the Municipal Technical Advisory Service (MTAS) and the County Technical Assistance Service (CTAS), is asking that cities and counties indicate interest in hosting internships by providing a letter of interest that includes: potential work or projects for graduate student interns; specific discipline or field of study (if any); name of a staff member that will work with the MTAS or CTAS consultant for placement and mentoring; any local condition or issue that may be particularly attractive to an intern; and any ability of the city or county to share in the internship expenses.

Interns will be placed based on the total experience or value to the student and to the program. Letters of interest from communities or associations interested in hosting graduate interns will be accepted until the internships are assigned, starting immediately for the upcoming summer semesters. Letters of interest should be mailed to:

Steve Thompson, Executive Director  
UT Municipal Technical Advisory Service  
120 Conference Center Building  
Knoxville, TN 37996-4105

or e-mailed to [steve.thompson@tennessee.edu](mailto:steve.thompson@tennessee.edu)

The application process for the prospective graduate interns requires submittal of a cover letter and resume from the student. Prospective interns will interview with a panel that will include representatives from the campus, an area MTAS/CTAS consultant and from the community providing placement.

The intern experience helps develop the next generation of local government leaders with exposure for the students to service in communities. Internships also provide a venue of support to local governments in Tennessee from the academic and research resources of the universities through these students. ■

## *Scholarship Applications Being Accepted*

Applications are now being accepted for two scholarships benefitting UT Institute for Public Service (IPS) employees and for the first time members of the County Officials Association of Tennessee (COAT). Deadline for applications on both scholarships is May 2.

### **MARY AND JACK JINKS**

#### **INSTITUTE FOR PUBLIC SERVICE SCHOLARSHIP**

Named for Vice President of Public Service Mary Jinks and her husband, Jack, endowment earnings fund an academic scholarship for a child or grandchild of an IPS employee or retiree. Eligible participants must be enrolled full-time for the fall 2011 semester and attend any UT campus including Chattanooga, Knoxville, Martin, Memphis and Tullahoma.

### **JIM AND MARIE MURPHY ENDOWED SCHOLARSHIP**

The Jim and Marie Murphy Endowed Scholarship will provide scholarships for children and grandchildren of County Officials Association of Tennessee (COAT) members or County Technical Assistance Service (CTAS) employees. Eligible participants may attend any UT campus including Chattanooga, Knoxville, Martin, Memphis, Tullahoma and online. The scholarship recipient for the Murphy scholarship may be attending part-time.

For more information about either scholarship please contact Paul Bowman, development director, Institute for Public Service at [paul.bowman@tennessee.edu](mailto:paul.bowman@tennessee.edu) or (865) 974-6587. IPS employees may download applications from the intranet. ■

# Staff Applause



*Ben Rodgers*

**To: CTAS**

As a newly-elected commissioner, I try and attend all the classes I can so that I may better serve my county. I am thankful we have CTAS to teach us all these areas we need to know. I have never taken a class from **Ben Rodgers** and CTAS that I have not applied the knowledge I learned

within a week or so at a commission meeting. Thank you all and keep up the great work.

Hillis Turner, Cumberland County Commissioner



*Jeff Metzger*

**To: Jeff Metzger, CTAS**

Jeff, many thanks. The information and analysis you provided are precisely what I have been looking for.

Joseph G. Jarret  
Knox County Law Director

**To: Mike Hill, LEIC**

I am proud to have made it through Command College with you folks! It was truly an honor to have attended this course with each and everyone of you. I learned more from you folks than I could ever learn in a classroom in a decade.

If the character, integrity and ethics you people exemplify are a portent, the future of law enforcement is in good and very capable hands. If there is anything we can do, collectively, to ensure this program you have built is continued, please let us know.

Sgt. Mark Kimsey , Hamilton County Sheriff's Office



*Mike Hill*

**To: Melissa Ashburn, MTAS**

I truly appreciate all your emails and phone conversation. Thank you for taking the time to assist me with all my questions. MTAS is such a wonderful resource for cities.

Stacey M. Austin, City of Baxter



*Melissa Ashburn*

**To: Josh Jones, MTAS**

Thank you so much for the updated Municipal Handbook. I am e-mailing a copy of this to all our council members, especially new ones. In my almost 25 years with the city, I find this to be one of the most informative and easy to understand publications which MTAS does.

Betty Lamb, City Recorder, City of Shelbyville



*Josh Jones*



The IPS 40th anniversary logo appeared on a shirt on page 4 in the last issue of The Exchange.

The winner was Elaine Morrissey from the Municipal Technical Advisory Service.



Can you find the logo this month? E-mail guesses to [susan.robertson@tennessee.edu](mailto:susan.robertson@tennessee.edu).

# IPS April Calendar of Events

## ◆ CIS

- April 4 Lean Certificate Series, Gatlinburg
- April 11 40-Hour Site Worker, Bartlett
- April 12 OSHA 10-Hour General Industry, Knoxville
- April 13 Tennessee Environmental Regulatory Overview, Knoxville
- April 18 OTI 501 Trainer Course in OSHA Standards for General Industry, Nashville
- April 26 OTI 500 Trainer Course in OSHA Standards for Construction, Nashville

## ◆ CTAS

- April 6 Leadership Styles Workshop – Knoxville
- April 7 Planning & Zoning Subdivision Regulation and Infrastructure Workshop (Joint Offering with MTAS), Athens
- April 8 Leadership Styles Workshop, Athens
- April 11 Leadership Styles Workshop, Johnson City
- April 13 Planning & Zoning Subdivision Regulation and Infrastructure Workshop (joint offering with MTAS), Knoxville
- April 14-15 County Officials Certification Training Program (COCTP) Regional Renewal Conference, Erwin
- April 14 Planning and Zoning Subdivision Regulation and Infrastructure Workshop (joint offering with MTAS), Johnson City
- April 18-21 Tennessee Registers Association Conference, Nashville
- April 19-20 County Government Day, Nashville
- April 20 Planning and Zoning Subdivision Regulation and Infrastructure Workshop (joint offering with MTAS), Franklin
- April 21 Planning and Zoning Subdivision Regulation and Infrastructure Workshop (joint offering with MTAS), Jackson
- April 27 Leadership Styles Workshop, Franklin
- April 29 Leadership Styles Workshop, Jackson

## ◆ NAIFEH CENTER

- April 1 TGMI Orientation, Nashville
- April 7-8 LGLP Alumni Event, Murfreesboro

## ◆ LEIC

- April 5-6 Domestic Violence, Charendon, La.
- April 11-12 DNA Evidence, Identification, Collection and Preservation for Law Enforcement (Rural) Snowflake Taylor, Ariz.
- April 11-15 Crime Scene Management-Field Techniques, Omaha, Neb.
- April 11-15 Fundamentals of Cybercrime Investigation, Salem, Ore.
- April 13-14 DNA Evidence, Identification, Collection and Preservation for Law Enforcement (Rural) Prescott, Ariz.
- April 18-20 Survival Spanish for Law Enforcement, Vernal, Utah

## ◆ MTAS

- April 1 Tennessee Association of Municipal Clerks and Recorders (TAMCAR), Nashville
- April 5 Certified Municipal Finance Officer (CMFO) Municipal Budgeting, Columbia
- April 5 CMFO Municipal Budgeting, Martin
- April 5 CMFO Municipal Budgeting, Morristown
- April 6 Municipal Administration Program (MAP) Leadership Styles, Knoxville
- April 7 MAP Planning and Zoning, Athens
- April 8 MAP Leadership Styles, Athens
- April 11 MAP Leadership Styles, Athens
- April 13 CMFO Municipal Budgeting, Lebanon
- April 13 CMFO Municipal Budgeting, Loudon
- April 13 CMFO Municipal Budgeting, Jackson
- April 13 Municipal Management Academy o4 (MMA) Performance Management, Germantown
- April 13 MAP Planning and Zoning, Knoxville
- April 14 MAP Planning and Zoning, Johnson City
- April 20 MAP Planning and Zoning, Franklin
- April 21 MAP Planning and Zoning, Jackson
- April 21 CMFO Municipal Budgeting, Jackson
- April 21 CMFO Municipal Budgeting, McMinnville
- April 27 MMA 18 Conflict Management, McMinnville
- April 27 MAP Leadership Styles, Franklin
- April 29 MAP Leadership Styles, Jackson

## NEW HIRES

- ◆ **CTAS, Martin**  
Michael Galey, County Government Consultant
- ◆ **IPS CO, Knoxville**  
Gail White, Chief Business Officer
- ◆ **MTAS, Knoxville**  
Summer Johnston, Administrative Specialist

## RECRUITMENTS

- ◆ **CTAS, Oak Ridge**  
County Government Consultant
- ◆ **MTAS, Nashville**  
Administrative Support Assistant

## DEPARTURES

- ◆ **LEIC, Oak Ridge**  
Nathan Lefebvre
- ◆ **MTAS, Knoxville**  
Gary West

## STATE SERVICE LONGEVITY

- Chuck Beasley, CIS. . . . . 16 years
- Debra Blanchard, CTAS . . . . . 24 years
- Misty DePriest, CIS . . . . . 7 years
- Debra Dupree, CIS. . . . . 13 years
- Don Green, LEIC . . . . . 3 years
- Sid Hemsley, MTAS . . . . . 29 years
- Bonnie Jones, MTAS . . . . . 4 years
- Armintha Loveday, MTAS . . . . . 33 years
- Warren Nevad, MTAS . . . . . 12 years
- Gary Petree, MTAS . . . . . 4 years
- Lynn Reed, CIS . . . . . 15 years
- Don Stone, CIS . . . . . 15 years
- Brett Ward, MTAS . . . . . 15 years

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