The University of Tennessee Space Institute
Employee Relations Committee Meeting
May 12, 2021, 8:30 a.m. CST
By Zoom

Invited Members:
2021 ERC committee: Tonya Battles, Laura Horton, Ryan Winton
ERC Chairperson: Patricia Burks-Jelks SGA Representative: Mason Pohlman
Recorders: Pam Ledford & Molly West Absent: James Chism & Kathlene Franklin

MINUTES

1) 2021 UTSI Annual Fall Family Picnic “Fall Festival” Status

a. Are we having a picnic? If so, how will we practice social distancing?
   i. Yes- tentatively planning a picnic for September. It all depends on CDC guidelines at that point.
b. Will the whole picnic take place outside and not inside?
   i. Depending on CDC guidelines, we may be able to have it inside and outside.
c. Will we have a dessert contest?
   i. If we have a dessert contest, maybe do single serving or packaged dessert.
d. Will AEDC let us rent a pontoon boat due to the pandemic?
   i. Yes, AEDC will let us rent a pontoon (rent two weeks in advance)
e. Will Whitt’s cater the picnic, are they even catering now? If so, will we go through the food line and let them serve like they always have?
   i. Yes, Whitt’s is still catering and they will serve us as usual.
f. Will they take the food up when they leave, or will the food be left out for anyone to serve themselves?
   i. The food will be left at UTSI, and put into to-go boxes for people to grab.
g. Will we be required to wear a mask the whole time other than eating?
   i. It will depend on CDC guidelines.
h. How will we do games when everyone has their hands on everything?
   i. Students will be planning games.
   ii. Hand sanitizer and wipes will be available before and after use of games.
   iii. Following up- Can the hand sanitizer machines in the main building be moved outside by the games?
   i. Celebrate Service Award recipients – Do we want to include in picnic festivities?
   i. Yes, Recipients from the last two years will be recognized at the picnic.

2) Picnic Date – Friday – September 24, 2021

3) Next ERC meeting is Wednesday, July – 21st – 8:30 am