

**The University of Tennessee Space Institute
Employee Relations Committee
September Agenda**

Attendees: Tonya Battles, Shannon Burks, Seth Sells, Ryan Winton, Meghan Morris, and Kyle Ackermann

ERC Chairperson: Patricia Burks- Jelks

Recorder: Ashley Brooks

Agenda Items

1) 2022 UTSI FALL PICNIC – Friday, September 16, 2022 - updates

- Door prize committee – Tonya Battles and Ryan Winton
 - All door prizes have been purchased
- Food & decorations committee – Seth Sells and Shannon Burks
 - Whitt’s BBQ will cater our event
- Games committee – Kyle Ackermann
 - Dunking booth is confirmed
- One Mile Fun Run & Walk – Ashley Brooks
 - Registration from 8:00AM-8:25AM.
 - Race begins at 8:30AM at the main academic building circle
- Miscellaneous updates – Meghan Morris and Ashley Brooks
 - Kid zone area will be set up
 - Pontoon Boat is confirmed
 - We will have a coffee truck on campus

2) Miscellaneous Items

- UTSI onsite biometric screening event for state of TN health insurance participants will take place on Wednesday, November 2nd from 7:30 am – 11:30 pm in Room H-111 for staff and faculty only.

3) Confirmed time/date of next ERC meeting –

- Thursday, October 6, 2022
- Place – UTSI: Lower C Wing conference room
- Time – 9:00 AM

Please submit agenda items for the October ERC meeting to your ERC representative no later than September 30, 2022.

2022 ERC Representatives

Building and Grounds Maintenance, Skilled Trades, and Food Services

Tonya Battles, MS-18, ext. 37298

Seth Sells, MS-29, ext. 37310

Secretarial and Clerical and Technical Services

Shannon Burks, MS-09, ext. 37403

Ryan Winton, MS-22, ext. 37254

Chairperson

Patricia Burks-Jelks, MS-11, ext. 37226

Recorders

Pam Ledford, MS-11, ext. 37504

Ashley Brooks, MS-11, ext. 37233

The Employee Relations Committee gives non-exempt employees an opportunity to express concerns and issues at UTSI. To find out more information on the UTSI ERC and see past minutes, please click [here](#).