**Name of the Standing Committee:** Membership, Outreach, and Fundraising

**Chair Person**  
Todd Davis

**Co-Chair**  
Keenan Davis

**Vice-Chair**  
Ed Hatten

**Scribe/Secretary**  
Tom Schoemann

**CLTT Liaison**  
Members

**Members**  
Wallace A "Rope" Burns, Jr

Ray Balentine

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**TELECONFERENCE SCHEDULE**  
The 3rd Tuesday of every month @ 9:30 am CST

**VOICE ACCESS to TELECONFERENCE:**  
Access information provided by e-mail

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**Action Item 1:**  
Streamlining processes for connecting CLTT graduates to employers-
seamless, easy to navigate

**People Responsible:**  
Todd Davis

**Due Date of Tangible Results**

**Status as of 8/20/2013**

- Todd provided publications identifying Top 100 Private Carriers; Top 100-
  for-Hire Carriers; Top 50 Logistics Companies (this information will be-
  posted on the CLTT webpage @ [http://www.usm.edu/logistics-trade-
  transportation/special-studies-applied-research](http://www.usm.edu/logistics-trade-
  transportation/special-studies-applied-research) (Research-
  Database/Search Module)

- Committee to follow up with career services to ensure the-
  communication between CLTT, Career Services, and Candidates are-
  open.

- Develop method within the Center to provide a means to introduce-
  students/ candidates with industry and industry professionals.

**Status as of 9/17/2013**

- Tom and Todd to follow up with a meeting w/Rusty Anderson of career-
  services
  - Meeting is set up for October 17th @ 1030

**Status as of 10/17/2013**

- Meeting Minutes
  - Todd Davis-ABF
  - Tom Schoemann-CLTT
  - Rusty Anderson, Amy Yeend, Kathy Kilam – Career Services

- Career Services will review their database and update with the-
  information provided by Todd to include the top logistics companies in-
  the country.

- Career Services will sort their database and provide Tom with-
  information on companies in the LTT industry.

- Career Services provided POCs for American Marketing Association &

- Tourd the Career Service Centers Videoconferencing Center
  - Available for all candidates to interview with potential-
  employers
  
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Action Item 2:
Work with Distribution Centers located in MS to determine if there is an existing group of professionals that communicate on DC needs, etc. If there is not, determine the feasibility and interest of forming a group for these individuals to network and bring matters of interest or concern to the CLTT.

People Responsible: Keenan Davis and Ed Hatten

Due Date of Tangible Results
Status as of 8/20/2013
➢ Tom to follow up and connect Ed Hatten and Keenan Davis to determine feasibility of developing a professional group within Mississippi of distribution center professionals by 8/31/2013.

Status as of 8/27/2013
➢ Tom
  ▪ Contact MDA to determine number and size/volume of Distribution Centers with the State of Mississippi.
  
  ➢ Keenan
    ▪ Determine if a Distribution Center Professionals’ group exists.
      ▪ If there is an organization, determine if they’re a State or Regional Chapter.
    ▪ Speak to other industry professionals in the area about developing this type of organization.
  
  ➢ Ed
    ▪ Draft a letter to be distributed to each of the Distribution Centers asking if they are interested in developing a professional group within the State of Mississippi.
      ▪ Letter will be based on the findings from Tom and Keenan’s tasking’s.)

Status as of 9/17/2013
➢ Tom awaiting meeting w/ UPS (Jennifer Steele) on setting up professional group and establishing a baseline for interest.
  ▪ If no action taken by 10/20, we will go back to our original plan

Action Item 3:
Have a presence at SEUS-Japan Conference to promote the program. (November 2013)

People Responsible: Shannon Campbell & Mary Ann Moon

Due Date of Tangible Results
Status as of 8/20/2013
➢ Mary Ann Moon was informed by MDA that there will not be any exhibits. Shannon has requested if this changes we are informed so we can ensure the University and the program (CLTT) is represented.

Status as of __________
Status as of __________

Action Item 4:
Identify major logistics and transportation companies that would have an interest in graduates from the CLTT program. Contact HR and Hiring Managers to share information on the program.

People Responsible: Todd Davis
Due Date of Tangible Results
Status as of 8/20/2013 ➢ See action Item #1
Status as of __________
Status as of __________

**Action Item 5:**
Review CLTT e-newsletter distribution list to determine opportunities for targeted news, success stories, projects, etc by industry segment in order to increase interest of the CLTT’s offerings.

People Responsible: Lanny Mixon
Due Date of Tangible Results
Status as of 9/17/2013
• Ed Hatten recommended a survey in the newsletter to ask questions
  o A survey has been added to the October Newsletter
Status as of 11/19/2013
• The survey has been posted on the web

**Action Item #6**
• Develop a letter to find out projects forecasted for next year’s budget
  o Tom to develop letter by 12/20/2013

**Additional Notes:**

**People in Attendance: August 6th Roundtable**
Shannon Campbell  Keenan Davis  Ray Balentine  Lanny Mixon
Todd Davis

**People in Attendance: August 20th Teleconference**
Shannon Campbell  Thomas Schoemann  Ed Hatten  Tulio Sulbaran

**People in Attendance: September 17th Teleconference**
Todd Davis  Ed Hatten  Jeff Ely  Tulio Sulbaran
Tom Schoemann

**People in Attendance: October 15th Teleconference**
Todd Davis  Keenan Davis  Ray Balentine  Tom Schoemann

**People in Attendance: November 19th Teleconference**
Keenan Davis  Tom Schoemann

Membership, Outreach, and Fundraising – Committee Action Plan