



**AGA**  
**Nashville Chapter**  
**Annual Program Plans & ACE Goals**  
**2025 - 2026**



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## Nashville Chapter

### **Advancing Government Accountability**

Established in 1950, AGA is the premier association for advancing government accountability. AGA fosters learning, certification, leadership, and collaboration for professionals and stakeholders committed to advancing government accountability.

Established in 1978, the Nashville Chapter of AGA is one of almost 100 chapters across the country that promotes the organization's goals by maximizing member value and providing continuing education and leadership development opportunities to members while serving their communities through volunteer activities.

The Nashville Chapter serves the governmental financial community in middle Tennessee and south-central Kentucky. Currently, the Nashville Chapter is also sponsoring a satellite chapter in west Tennessee.

The individual committee annual plans that follow are organized in line with sections in the Achievements in Chapter Excellence (ACE) Awards.

## ACE - Chapter Affiliations

### By-Laws and Procedures

#### ACE - Chapter Affiliation Requirement 1:

CEC reviewed the Chapter's bylaws. If necessary, updates were made and approved by members. Upload updated chapter bylaws to the ACE reporting page on the AGA website. (Provide meeting minutes and updated bylaws to Donna Jewell, President-Elect.)

#### Individuals in Charge of Program Area:

Name: Ayodeji Folayan  
Chapter Title: Bylaws & Procedures Chair – 1 Year Director  
E-mail: Ayo.Folayan@gmail.com  
Phone: 615-532-7178

#### Strategies:

- Annually review the Chapter's bylaws. If necessary, make changes and corrections and seek approval from CEC and membership.
  - Send updated by-laws to National AGA.
- Review and propose updates to Chapter policies and procedures.

## Finance

### ACE - Chapter Affiliation Requirement 2:

File IRS Form 990-N or e-postcard by the appropriate deadline. (Please provide IRS response to Donna Jewell, President-Elect when received.)

### ACE - Chapter Affiliation Requirement 3:

CEC reviewed required state filings; either completed necessary action or determined that no action was necessary and recorded this information in meeting minutes. (Please provide meeting minutes to Donna Jewell, President-Elect when completed or determined no action was necessary.)

### Individuals in Charge of Program Area:

Name: Meredith Albright  
Chapter Title: Finance Committee Chair  
E-mail: [Meredith.Albright@tn.gov](mailto:Meredith.Albright@tn.gov)  
Phone: 615-507-6360

### Goals:

- Aid with recording the Chapter's history, reporting to the Internal Revenue Service, collecting funds at Chapter events, and consulting on financial issues and Chapter policies.

### Strategies:

- Throughout the chapter year, accumulate the information needed to compile the history report.
- Obtain the financial information needed for preparation of the federal tax return from the Treasurer after the year-end closing.
- Provide individuals to collect cash and checks at chapter meetings and education events and properly account for receipts.
- As requested, consult with chapter officers and committees on financial issues, internal controls, and policies and procedures.

### Indicators:

- Submission of the Chapter History Report to the Chapter Executive Committee (CEC) and posting on the chapter website by August 31st.
- Submission of the federal tax return to the Internal Revenue Service by November 15.
- Collection of cash and checks and submission of a receipt report for all chapter meetings and education events in conjunction with the Meetings and Attendance Committee.
- Drafting and presentation of all requested policies to the CEC by the end of the chapter year.

## Chapter Governance

### ACE - Chapter Affiliation Requirement 4:

Elect and submit Chapter Officers for the new program year by June 30th.

- Bonus: Submitting by June 15: 100 points

### ACE - Chapter Affiliation Requirement 5:

Submit chapter Strategic Plans and ACE goals by September 1.

- Bonus: Submitting by August 1: 100 points

### Individuals in Charge of Program Area:

Name: Teryn McNeal  
Chapter Title: President - Officer  
E-mail: Teryn.McNeal@tn.gov  
Phone: 615-741-8768

Name: Donna Jewell  
Chapter Title: President-Elect - Officer  
E-mail: Donna.Jewell@cot.tn.gov  
Phone: 615-747-5276

**Objective:** Maintain an effective governance and financial structure.

### Goals:

- Develop and implement a three-year strategic plan that aligns with the chapter's Strategic Plan Framework
- Annually review how chapter business is organized and conducted.
- Produce and maintain policies and procedures to assist the Chapter Executive Committee (CEC) and other committee members in their positions.
- Prepare an annual budget that defines how chapter funds will be spent for the fiscal year.
- Ensure expenditures are within budget.
- Monitor the chapter's financial condition by the preparation and review of financial statements.
- Require an annual evaluation of the chapter's year-end financial statements with a review of the system of internal control.
- Conduct meetings in accordance with chapter bylaws and prepare and obtain approval of CEC and chapter meeting minutes.
- Ensure proper Chapter and AGA logos are used throughout the program year.

**Strategies:**

- Participation by chapter leadership in monthly chapter executive committee and chapter luncheon meetings.
- Preparation of financial and budget information for each chapter executive committee meeting.
- Communication among leadership regarding effective policies and necessary policy changes.
- Continuously and proactively discuss the importance of utilizing proper logos on all forms of communication.

**Indicators:**

- Achievement of the Platinum Chapter Designation, which is the highest level of recognition in the Achievements in Chapter Excellence (ACE) Awards program.
- Publication of the chapter's Citizen-Centric Report annually on the website.
- Publication of the annual evaluation and financial statements on the website.
- Availability of all CEC and chapter meeting minutes on the website.

## Accountability and Outreach Committee

### ACE - Chapter Affiliation Requirement 6:

Chapter prepares and disseminates an annual report to its members (CCR format preferred!). If you do not submit your CCR for judging, please email a copy of your report to [chapters@agacgfm.org](mailto:chapters@agacgfm.org).

- Bonus: Submit the chapter leader who will complete your Chapter Citizen-Centric Report to the ACE Reporting page by September 1<sup>st</sup> - 100 points
- Bonus: Help a government entity prepare and disseminate a CCR: 100 points and/or Issuing as a Citizen-Centric Report by February 1<sup>st</sup>: 100 points

### Individuals in Charge of Program Area:

Name: Drew Sadler  
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Name: Kelsey Schweitzer  
Chapter Title: Accountability Outreach Chair  
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Phone: 731-336-3576

### Goals:

- Complete and disseminate an annual report pertaining to Chapter in CCR format by October 31
  - Bonus Points:
    - Help government entities prepare Citizen Centric Reports- 100pts
    - Issue your Chapter Annual Report in Citizen Centric Report format by Oct 21<sup>st</sup>- 100pts

### Strategies:

- Develop an annual Chapter Centric Report and submit it to AGA's National Office.
- Post the Chapter Centric Report to our website and other social media.
- Work with government entities to prepare Citizen Centric Reports.
- Identify opportunities to market Citizen Centric Reports to government entities.
- Encourage chapter members to participate as National's Citizen Centric Report reviewers.

### Indicators:

- Prepare an annual Chapter Centric Report.
- Assist in preparing a Citizen Centric Report for at least two government entities and post to social media accounts.



## Webmaster

### ACE - Chapter Affiliation Requirement 7:

Chapter maintains an updated website (minimum requirements include accurate roster of chapter leaders and committees and an accurate calendar of upcoming events)

### Individuals in Charge of Program Area:

Name: Tyler Ensminger  
Chapter Title: Webmaster Chair – 2 Year Director  
E-mail: tyler.n.ensminger@tn.gov  
Phone: 615-532-8276

### Goals:

- Ensure Chapter website includes updated leadership and committees as well as future events, and links to any social media.
- Use proper AGA logos on the website.

### Strategies:

- Upload an active Chapter leadership roster.
- Throughout the program year correspond with Chapter committees pertaining to planned events and update the website accordingly
- Work hand in hand with the Communications Committee
  - See “Communications” section below.
- Review the website for proper logos.

### Indicators:

- An updated Chapter website
- Potential annual Website award from AGA National

## Treasurer

### ACE - Chapter Affiliation Requirement 8:

Each chapter should have an annual evaluation or audit to ensure accurate accounting practices and appropriate internal controls. This audit or review may be pro bono by one of your members (who is not involved in chapter operations to maintain independence) or contracted with an accounting firm. Email results to [chapters@agacgfm.org](mailto:chapters@agacgfm.org).

### Individuals in Charge of Program Area:

Name: Constance LeSure  
Chapter Title: Treasurer- Officer  
E-mail: Constance.LeSure@tn.gov  
Phone: 615-741-7787

Name: Nichole Crittenden  
Chapter Title: Treasurer-Elect - Officer  
E-mail: Nichole.Crittenden@cot.tn.gov  
Phone: 615-401-7947

### Goals:

- Provide the Chapter timely and accurate financial statements.
- Ensure the internal control structure complies with National's standards.

### Strategies:

- Follow practices documented within the "Resources and Guidelines for Chapter Treasurers" by AGA National
- Provide the Chapter's financials to an independent reviewer annually for evaluation.
  - Answer questions from the independent reviewer

### Indicators:

- No discrepancies/weaknesses noted by the independent reviewer pertaining to the Chapter's internal controls or financials.

## **ACE - Key Performance Indicators**

### **Membership**

Committees – Membership, Awards, and Satellite

#### **ACE - Key Performance Indicator(s):**

##### **1. Membership Growth**

- Tier 1- Chapter maintains membership base.
- Tier 2- Chapter achieves a 10% annual membership growth.
- Tier 3- Chapter exceeds 10% annual membership growth.
- Bonus- Chapter exceeds 15% annual membership growth - 100pts.

##### **2. Overall Member Satisfaction**

- Tier 1- Chapter conducts a member satisfaction survey and shares the results with the CEC (must receive responses from a minimum of 10% of active members).
- Tier 2- Chapter attains an 80%-member satisfaction rate (must receive responses from a minimum of 10% of active members).
- Tier 3- Chapter exceeds an 80%-member satisfaction rate (must receive responses from a minimum of 10% of active members).
- Bonus- Chapter submits an award nomination for NLT and/or PDT awards (including Volunteer of the Year) by April 15<sup>th</sup>: 25 per nomination (100 maximum)

#### **Individuals in Charge of Program Areas:**

Name: Bridget Carver  
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Name: Mark White  
Chapter Title: Awards Chair  
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Name: Jacob Yoquelet  
Chapter Title: Fundraising Chair – 1 Year Director  
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Name: Elisha Crowell  
Chapter Title: West TN Satellite Chapter Co-Chair – 1 Year Director  
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Name: Twyla Pratt  
Chapter Title: West TN Satellite Chapter Co-Chair  
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#### **ACE Goals:**

- Exceed a 10% annual membership growth goal by reaching 458 members by April 30, 2026.
  - Maintain 100% renewal rate.

- Exceed an overall Chapter member satisfaction rate of 80%.
  - Earn 100 bonus points via the submission of NLT and PDT nominations.

### **Membership Committee - Goals and Strategies:**

- Invite prospective members to chapter events.
  - Members will invite guests to chapter events.
  - Each guest will be introduced by the member who extended the invitation.
- Allow first-time guests to attend chapter luncheons for free, contingent on the budget.
  - Maintain a listing of first-time guests. For each luncheon, inform the Membership and Attendance Committee if the guests are first-time guests and registered members are members.
- Follow-up with the guests who attend chapter events.
  - Within 30 days of the event, send a thank you email to all first-time guests to thank them for coming and include membership information and contact information if they have questions.
- Give a gift to members who sponsor a new member.
  - For each new member that a member sponsors, give the member \$20, contingent on the budget.
- Play the AGA National Video at chapter meetings.
  - Coordinate with the Webmaster Committee to play the video at chapter meetings.
- Add a table or use part of the registration table at each luncheon to display membership information and materials and answer questions.
  - It will be staffed by the membership committee before each lunch to talk to guests who are interested in joining.
- Contact members at annual renewal time.
  - Email members in January with follow-up emails in February and March to remind them to renew by March 31st.
- Contact members on the suspended lists.
  - In the fall and spring email suspended members and encourage them to renew.
- Give each full member a \$55 reimbursement if they meet the point threshold and renewal criteria, contingent on the budget.
  - Members receive points for participating in chapter activities. Members who earn 30 points and pay their dues for a non-prorated year by March 31st will receive a reimbursement of \$55 of their full membership dues, contingent on the budget. This incentive only applies to members who are classified as full members (Government Members and Private Sector Members).
- At the awards luncheon, offer an incentive drawing for all AGA members who renew by the deadline, contingent on the budget.
  - Offer one incentive drawing of \$50 from among the members who renewed by March 31st.
- Email all new members.
  - Each month download the membership report from National to get the names of new members. Send a welcome email to all new members within 30 days of joining with a link to the AGA website.
- Announce new members in the newsletter and within the membership section of the newsletter.
  - Each month email the person preparing the newsletter the names of new members and the membership section to include in the newsletter.

- Introduce and welcome new members at chapter luncheons.
  - Each month provide the President a listing of new members to introduce at the chapter luncheon.
- Provide a welcome bag to new members, contingent on the budget.
  - Give new members a welcome bag with AGA swag, contingent on the budget.
- Analyze monthly membership reports and rosters for trends, errors, corrections, etc.
- Work with other chapter committees as needed with activities to encourage member recruitment and retention.
- Other incentives will be announced as the budget allows.

### **Awards Committee - Goals and Strategies:**

#### **#1 – Recognize the Association and the people who make it up.**

- Recognize chapter service.
  - Recognize the Nashville Chapter Members who have retired, acknowledging their years of service in their financial positions and their contributions to AGA.
- Nominate member for national Volunteer of the Year Award
  - Submit member designated by President.
- Recognize professional accomplishments by participating in AGA national awards programs.
  - Nominate at least one individual for a Fall award (to be awarded at the National Leadership Training) and at least one for a Spring award (to be awarded at the Professional Development Training)
  - Publicize monthly the recognition of members and awardees in the chapter newsletter.
- Provide academic scholarships.
  - Construct a Scholarship Award Applicant Checklist
    - Provide communication to students on acceptable application criteria.
    - Best formatting practices for scholarship submission
  - Seek scholarship applications, evaluate applications, and award one \$2,500 scholarship for the William R. Snodgrass Award and one \$2,500 scholarship for the Fawn W. Ellis Award
- Recognize nonmember contributions to advancing government accountability.
  - Nominate one nonmember individual annually.

### **Awards Committee – Key Dates:**

- Spring awards deadline anticipated to be 11/30. NLT
- Fall awards deadline anticipated to be 3/31. PDT
- Newsletter and Website deadlines anticipated to be 4/05.
- Volunteer of the Year Award deadline anticipated to be 4/05.

### **Fundraising Committee - Goals and Strategies:**

#### **#1 – Obtain corporate funding and coordinate additional activities to assist the chapter with educational events.**

- Compile a list of possible corporate sponsors with contact information.
  - Send communication emails/letters to potential sponsors.
- Contact potential sponsors to request assistance for specific events.
- Work and coordinate with other members to identify fundraising activities.
- Provide anticipated revenue amount for inclusion in the chapter's proposed budget.
- Recruit members/volunteers to participate during fundraising activities.
  - Annual participation in fundraising activities.
  - Hold appreciation dinner for members/volunteers who participate.
- Ensure corporate funds are available to supplement the chapter's funds.

### **West TN Satellite Chapter - Goals and Strategies:**

#### **#1 - To provide professional training, education, and development opportunities that are relevant to the needs of the government professional community to the West Tennessee population.**

- Develop and implement an annual plan for continuing education based on topics that are timely and relevant to the government professional community.
- Communicate educational events.
  - Chapter website, social media, newsletter, NCC representatives, and the chapter executive committee
- Offer affordable training and networking opportunities.
- To provide educational opportunities worth at least 8 CPE credits in each program year.
- Encourage participants to complete a survey to obtain quality and relevant feedback.
  - Utilize provided feedback when planning future events.
- Generate awareness of the advantages and benefits of AGA membership to the West Tennessee population.

## Educational Meetings

Education, Meetings and Attendance, and Program Committees

### ACE - Key Performance Indicator(s):

#### 1. Training and Events

- Tier 1- Chapter provides or co-sponsors at least one CPE opportunity per year for member education.
- Tier 2- Chapter offers CPE opportunities in multiple formats (e.g. in-person and virtual)
- Tier 3- Chapter includes networking and/or social time in at least 50% of their CPE opportunities.
- Bonus- Chapter co-hosts a CPE event with another AGA chapter - 100pts.

#### 2. Educational Meeting Attendance

- Tier 1- Chapter maintains average meeting attendance from prior year.
- Tier 2- Chapter increases average meeting attendance by at least 10% from prior year.
- Tier 3- Chapter increases average meeting attendance by more than 10% from prior year.
- Bonus- Chapter advertises or offers events to individuals outside of its current membership base to attract new participants (e.g. via local organizations, universities, or LinkedIn) - 100pts.

#### 3. Educational Meeting Satisfaction

- Tier 1- Chapter maintains their meeting satisfaction from the prior year.
- Tier 2- Chapter meets their stated satisfaction goal.
- Tier 3- Chapter exceeds their stated satisfaction goal.

### Individuals in Charge of Program Areas:

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Name: Scarlet Sneed  
Chapter Title: Meeting & Attendance Chair – 2 Year Director  
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Phone: 615-330-6458

Name: Katie Armstrong  
Chapter Title: Programs Co-Chair – 1 Year Director  
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Phone: 615-747-8801

Name: Lela Shadrick  
Chapter Title: Programs Co-Chair  
E-mail: Lela.Shadrick@cot.tn.gov  
Phone: 615-401-7927

### ACE Goals:

- While providing networking/social opportunities, sponsor 40 hours of CPE on a wide breadth of topics.
- Have 1,500 people attend educational events over the course of the program year.
- Maintain and improve upon educational meeting survey result average of “Great” from the prior program year.

### **Education Committee - Goals and Strategies:**

#1 - To provide at least 40 CPE credits of professional training, education, and development opportunities annually that are relevant to the needs of the government professional community.

- Develop and implement an annual plan for continuing education based on topics that are timely and relevant to the government professional community.
- Communicate educational events.
  - Chapter website, social media, newsletter, NCC representatives, and West TN Satellite Chapter
- Sponsor and present affordable training, conferences, seminars, workshops, and networking opportunities.
- Develop continuing education for targeted sectors of the professional governmental and non-governmental community.
- Develop direct participation opportunities for existing and potential members to present programs in their areas of expertise.
- To provide programs worth at least 40 CPE credits annually, including:
  - Participate in various web conferences held by AGA National (2 hours each)
  - Provide at least one 2-day professional conference (16 hours)
  - Provide one professional training breakfast meeting (2 hours) and/or a one-day training seminar (4 hours)
  - Work with the Program Committee to provide CPE at certain monthly chapter meetings (1 hour each applicable month)
  - Have other training as developed during the chapter year.
- In all our training, we will strive to maintain a satisfaction level of "great" for training content based upon surveys of participants.

### **Program Committee - Goals and Strategies:**

#1 - Ensure that appropriate speakers are available at each business meeting and provide an opportunity for members to network at a social event.

- Develop a list of relevant topics and subject matter experts available to present at each business meeting.
  - At least four (4) of the scheduled presentations will qualify for CPE credit.
  - One (1) meeting will be a joint meeting with another professional organization.
- Coordination with the Meetings and Attendance Committee required.
- Confirm the speaker for each meeting.
- Ensure speaker biography and photograph provided to the newsletter editor by monthly deadline.
- Holding of joint meeting with another professional organization

#2 - In addition to the monthly business meeting programs, assist in coordination of an annual social event for chapter members.

- Coordinate with various chapter committees to conduct an annual social event.

## **Meeting and Attendance Committee – Goals and Strategies:**

### **#1 – Coordinate all chapter meetings.**

- Coordinate or provide meals for the monthly Chapter Executive Committee (CEC) meetings.
- Secure a location and coordinate or provide meals for the monthly chapter business luncheon meetings and the chapter awards banquet.
  - Contract(s) signed with local venue(s) for monthly chapter business luncheon meetings.
  - Minimal complaints regarding quantity and quality of food provided at meetings.
  - Seek volunteers for the invocation provided at the beginning of each business meeting and the chapter awards banquet.
- Secure a location for the year-end CEC appreciation luncheon as directed by the Chapter President.
- Review luncheon reservation notifications as prepared by the Communications Committee prior to release in Constant Contact.
- Complete and maintain a list of meeting attendees for all meetings, except for CEC meetings.
  - Prepare a Continuing Professional Education (CPE) sign-in sheet for in-person attendees.
  - Collect luncheon fees in advance as much as possible.
  - Reconcile monies collected by Finance Committee at the chapter business luncheon with the list of attendees and ensure monies collected are received by the chapter Treasurer.
  - Prepare Request for Payment (RFP) for vendor who provides meals and delivers checks to vendors.
- Prepare lists for door prize drawings for business meetings and chapter awards banquet from members that have registered prior to the deadline.
- Ensure the availability and set up of necessary equipment for meetings.
- Coordinate attendance of all joint meetings with other professional organizations as directed by the CEC.
- Prepare attendance reports after the monthly chapter luncheon meetings and chapter awards banquet for applicable distribution to be used for chapter and national reports.

## CGFM

### CGFM Committee

#### ACE - Key Performance Indicator(s):

##### 1. Candidate Support

- Tier 1- Chapter holds an information session on CGFM
- Tier 2- Chapter provides CGFM exam preparation materials or exam reimbursement.
- Tier 3- Chapter organizes a CGFM study group or sponsors CGFM course(s).
- Bonus- Chapter obtains a CGFM month proclamation – 100 points

##### 2. CGFM Support

- Tier 1- Chapter promotes the value of CGFM and/or recognizes the chapter CGFMs on its website and its communications (emails, newsletters, social media)
- Tier 2- Chapter promotes the value of CGFM and/or recognizes the chapter CGFMs at most of its events.
- Tier 3- Chapter promotes the value of CGFM to the government financial management community outside of the chapter and reports the outcome to [cgfmdirector@agacgfm.org](mailto:cgfmdirector@agacgfm.org).
- Bonus- Chapter obtains a new official recognition of CGFM by an employer (i.e. pay raise, bonuses, points on job application, or preference on job description) – 200 points

#### Individuals in Charge of Program Area:

Name: Rachelle Cabading  
Chapter Title: CGFM/Professional Certification Co-Chair  
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Name: Ra-Keba Doss  
Chapter Title: CGFM/Professional Certification Co-Chair  
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Phone: 615-532-6244

#### ACE Goals:

- Chapter communicates information on the CGFM, provides exam material and organizes/sponsors a study course.
- Chapter promotes the value of the CGFM on formal Chapter communications, at events, and to the government financial management community (outside of the chapter)
  - Earn 100 bonus points by obtaining a CGFM month proclamation.

#### CGFM Committee - Goals and Strategies:

##### #1 – Educate and Support CGFM Candidates

- At monthly luncheons discuss the CGFM and the chapter's efforts to aid members in achieving certification.
- During March, coordinate the monthly luncheon to highlight the value of CGFM.
  - Highlight members that achieved the certification.
  - Provide CGFM holders a free meal during the luncheon.
- Provide informative CGFM materials to potential candidates.
- Contact Chapter members to inform them of a \$500 drawing for members obtaining CGFM during the year.
- Continue to administer the established CGFM Study Guide Library – replenish as needed.

- Chapter members interested in pursuing the CGFM will be able to borrow a guide for three (3) months at no cost to the member.
  - Request study guides from review course participants (donation request) once they have finished their use of the guide(s).
- Sponsor a CGFM review course in partnership with National AGA to aid members pursuing the certification.
  - The review course is planned to be held in the month of March 2026 and will be virtual or in-person based on preferences of attendees.
- Organize and conduct quarterly study sessions for CGFM candidates to discuss progress, identify difficult topics, and provide information on certification process.

#### #2 – Promote the CGFM

- Promote the value of CGFM by providing information on the benefits of, as well as, how to obtain the certification via the chapter website, social media, and newsletters.
- Monitor when members obtain the certification.
  - Highlight them through our chapter newsletter and during monthly luncheons.
- Highlight resources to aid members pursuing the certification during monthly luncheons.
- Leverage AGA (NCC reps, Satellite Chapters) and government (county, state, local, and federal) contacts to execute an email campaign promoting the CGFM and the review course that will be held in March 2026.
- Obtain proclamations from the City of Nashville and Tennessee State Legislature declaring March as CGFM Month for March 2026.

## Communications

### Communications Committee

#### ACE - Key Performance Indicator(s):

1. Consistently communicates with membership
  - Tier 1- Chapter appoints a webmaster(s) that regularly updates the website with new content and posts all events to the calendar. At a minimum, content should include an accurate leadership roster and calendar of upcoming events.
  - Tier 2- Chapter consistently issues a newsletter and/or email notifications (at least quarterly and include [chapters@agacgfm.org](mailto:chapters@agacgfm.org))
  - Tier 3- Chapter adds at least one social media platform to its communication strategy (LinkedIn, Instagram, Facebook- Tag AGA in posts)

#### Individuals in Charge of Program Areas:

Name: Sara Pope  
Chapter Title: Communications Co-Chair  
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Chapter Title: Communications Co-Chair - 2 Year Director  
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Phone: 615-401-7945

#### ACE Goals:

- Communicate continuously with the Chapter via an updated website, monthly newsletter, routine email notifications and social media postings.

#### Communications Committee - Goals Strategies:

#1 - Communicate effectively with the chapter members, government accountability community, and public in an integrated and timely manner. Maintain and execute a communications strategy, including a website, email, and social media outreach.

- Inform members, customers, and stakeholders about AGA National and chapter programs, benefits, and accomplishments.
- Provide current information of interest to the members, government accountability community, and public.
- Increase the use of electronic communication and personal contact.
- Use multiple means of communication including newsletter, website, e-mail, and social media.
  - Publication of at least nine newsletters annually.
  - Notify members by e-mail of relevant information and events during the year.
  - Coordinate regular social media postings.
- In conjunction with the webmaster, maintain an up-to-date chapter website.
  - See "Webmaster" section previously noted within the document.
- Ensure Chapter communication uses proper AGA logos.
- Promote public awareness and confidence in the integrity, competence, and professionalism of government accountability professionals.
- Be a leading source of information and knowledge on accountability in government.
- Build relationships with other professional associations and private-sector organizations to expand AGA's influence in the government accountability profession.

## Community Service

### Community Service Committee

#### ACE - Key Performance Indicator(s):

##### 1. Participate in Service Projects

- Tier 1- Chapter holds at least one community service event concurrent with a chapter event.
- Tier 2- Chapter holds at least one stand-alone community service event (i.e. not with another chapter event)
- Tier 3- Chapter collaborates with other organizations to hold a community service event with broader community impact (e.g. other chapters, local nonprofits, schools)
- Bonus - Chapter supports annual PDT NCSF fundraiser with contributions (goods for the raffle and/or monetary) – 100 points

#### Individuals in Charge of Program Area:

Name: Mary Anne Queen  
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Name: Kelly Armes  
Chapter Title: Community Service Co-Chair- 1 Year Director  
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#### ACE Goals:

- Sponsor the annual PDT NCSF fundraiser and hold community service events concurrent to, and independent of, Chapter events.

#### Community Service Committee – Goals and Strategies:

##### #1 - Promote and conduct community service activities that enhance the chapter's and AGA's image and reputation.

- Participation in, or conduct, at least six community service projects annually
  - Hold at least one community service event concurrent with a chapter event.
  - Hold at least one stand-alone community service event (i.e., not with another chapter event)
- Support the PDT NCSF fundraiser.
- Publish community service activities on website, social media, and in newsletter.

## Strategic Vision

### Chapter Governance and Young Professionals Committees

#### ACE - Key Performance Indicator(s):

##### 1. Chapter Leadership

- Tier 1- Chapter officers proactively seek out and encourage members for CEC positions.
- Tier 2- At least 25% of the CEC are new chapter leaders OR at least one YP serves on CEC for the program year (can be ex-officio).
- Tier 3- At least 25% of the CEC are new chapter leaders AND at least one YP serves on CEC for the program year (can be ex-officio).

##### 2. Student and Young Professional Engagement

- Tier 1- Chapter promotes and encourages students and YPs to join and participate in AGA programs (mentorship, scholarships and training).
- Tier 2- Chapter participates in college/university fairs and/or speaks to students about careers in government and/or invites instructors/students to an educational event.
- Tier 3- Chapter develops and maintains relationships with college/university professors and signs them up as AGA electronic professor members (or dues paying members).
- Bonus- Chapter confirms and submits LEAD!26 attendees by January 16<sup>th</sup> 50 points per attendee (100 pts. Max and attendees must attend to receive the points).

#### Individuals in Charge of Program Areas:

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Name: Donna Jewell  
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Name: Matthew Keylon  
Chapter Title: Young Professionals Chair  
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#### ACE Goals:

- Throughout the program year, promote a diverse CEC by proactively encouraging Chapter members to serve.
- Encourage students and young professionals to join AGA via social events, college fairs, speaking engagements, and lasting relationships with college professors/universities.

#### Chapter Governance - Goals and Strategies:

#1 - Promote young leaders to get involved with chapter leadership to aid in the development of the management skills of tomorrow's leaders.

- Select at least one young professional to serve on the CEC.
- Select at least 25% of the CEC from members who have not yet served a leadership role in the chapter.

### **Young Professionals Committee - Goals and Strategies:**

#1 - Promote young professional and student memberships, as well as government employment to aid in the development of management skills for tomorrow's leaders.

- Prepare and implement an annual plan for young professional and student membership development.
  - Publication of notices of education activities in the newsletter, social media, and early careers section of the website.
  - Increase in young professional member attendance at luncheon meetings and sponsored social event(s).
  - Holding a social event for young professional members.
- Provide outreach opportunities to college campuses to raise awareness of and encourage participation in AGA chapter.
- Promote careers in government to students.
- Provide mentoring and networking opportunities to involve and develop young professional members.