

City of Memphis



TENNESSEE

MYRON LOWERY
Mayor Pro Tem

September 30, 2009

The Honorable Shea Flinn
Chairman
Personnel, Intergovernmental & Annexation Committee
City Hall - Room 514

Dear Chairman Flinn:

Subject to Council approval, it is my recommendation that:

Gloria Thomas

be reappointed to the Civil Service Commission with a term expiring November 30, 2011.

I have attached biographical information.

Sincerely,

A handwritten signature in black ink that reads "Myron Lowery". The signature is written in a cursive style and is positioned above the printed name.

Myron Lowery
Mayor Pro Tem

ML:rb

c: Council Members

GLORIA J. THOMAS, SPHR, CCP, CEBS

1733 Kendale Avenue
Memphis, TN 38114
901-278-0234 (H)
901-575-7114 (O)

EXPERIENCE:

**2/98 – VICE PRESIDENT, HUMAN RESOURCES
REGIONAL MEDICAL CENTER AT MEMPHIS, Memphis, TN**

Responsible for planning, development and administration of Human Resource programs policies, and procedures for a 350 bed teaching hospital. Directs employment, compensation, and employee benefit programs for more than 2,500 employees. Participates in the strategic operational and financial planning for the organization. Responsible for all aspects of labor-management relations, including contract negotiations and maintaining positive working relationships. Collaborates with all areas of the organization in the monitoring of the productivity system.

**9/85 – 2/98 DIRECTOR, PERSONNEL OPERATIONS
REGIONAL MEDICAL CENTER AT MEMPHIS, Memphis, TN**

Responsible for development and administration of human resource programs, policies, and procedures in employment, compensation, and employee benefits. Developed and conducted various management and employee training and communication programs. Collaborated with Employee Relations, Training, Finance, Information System and other departments to meet organizational objectives. Chaired Director's Leadership Institute.

Directed the development and implementation of a pre-employment testing program; employee assessment and retraining processes in coordination with the Training Director; and organizational downsizing. Responsible for changes in several Human Resource practices which included the implementation of an exclusive provider network in the medical plan; cost reductions in retiree benefits; various changes in compensation practices.

**1/83 – 9/85 MANAGER, EMPLOYEE BENEFITS
REGIONAL MEDICAL CENTER AT MEMPHIS, Memphis, TN**

Responsible for the implementation and administration of employee benefit plans and programs. Implemented a defined contribution retirement plan and an executive benefits plan. Administered medical and life insurance plans and tuition reimbursement program; counseled

employees concerning benefit plans and personnel policies; prepared and monitored benefit budget; coordinated service awards program. Served as personnel liaison to the Payroll, Data Processing and Corporate Communications Departments.

9/81 – 1/83 **INSURANCE AND RETIREMENT SPECIALIST**
MEMPHIS STATE UNIVERSITY, Memphis, TN

Responsible for administration of medical and life insurance, long term disability and retirement plans. Conducted benefit orientation meetings for all employee. Advised employees on benefit plans.

5/79 – 9/81 **EMPLOYEE BENEFITS SPECIALIST**
FIRST TENNESSEE NATIONAL CORP., Memphis, TN

Responsible for administration of the Pension and Profit Sharing Plans. Worked with major medical, life insurance, long-term disability and stock option plans. Counseled employees concerning benefit programs.

1/76 – 5/79 **MANAGEMENT ASSISTANT**
FIRST TENNESSEE NATIONAL CORP., Memphis, TN

Coordinated and maintained office procedures and workflow as the administrative support for the Internal Audit Division.

EDUCATION/PROFESSIONAL DEVELOPMENT

MBA, Christian Brothers University

BBA; University of Memphis,

Certifications: Senior Professional in Human Resources (SPHR)
Certified Compensation Professional (CCP)
Certified Employee Benefits Specialist (CEBS)

PROFESSIONAL AFFILIATION

Society for Human Resource Management (Past President—Memphis Chapter
World at Work (formerly American Compensation Association
West Tennessee Society for Human Resource Administrators (Past President)
Mid-South Compensation Association
Board of Directors, Goodwill Boys and Girls Club (Chair-elect)

References furnished upon request.

**CIVIL SERVICE COMMISSION
7 MEMBER BOARD
OATH OF OFFICE REQUIRED
3 Year Terms**

Members	Address	Term Expires
City		City
Bumpus, Edward A. M/B	<i>1796 Parkway Terrace Memphis, TN 38114 Res: 901-274-2835</i>	NOVEMBER 30, 2010
Horne, John D. *Chairperson <i>(Reappointed)</i>	<i>2363 Massey Road Memphis, TN 38119 Res: 901-683-9807 Bus: 901-685-9222</i>	NOVEMBER 30, 2011
McKeithen, Carnita F/B <i>(Replacing Barbara Holmes)</i>	<i>514 N. Second, Apt. 102 Memphis, TN 38105 Cell:901-230-1523 csmckeithen@gmail.com</i>	NOVEMBER 30, 2010
Poag, Chloe F/W <i>(Reappointed)</i>	<i>4275 Gwynne Rd. Memphis, TN 38117 Res: 685-6518</i>	NOVEMBER 30, 2011
Thomas, Gloria F/B <i>(Reappointed)</i>	<i>1733 Kendale Avenue Memphis, TN 38114 Res: 901.278.0234 Bus: 901.575.7114</i>	NOVEMBER 30, 2011
**Weinman, Bernie Vice Chairperson M/W <i>(Reappointed)</i>	<i>5185 Mary Starnes Dr. Memphis, TN 38117</i>	NOVEMBER 30, 2011

*** Chairperson**

****Vice Chairperson**

9/29/09