



# INTERAGENCY CONNECTION

215 Dean A. McGee, Suite 320, Oklahoma City, OK 73102

<http://www.oklahoma.feb.gov/>

(405) 231-4167

## Chair's Corner



During our FEB luncheon in December, the Federal Executive Board Shared Neutrals program was recognized for their efforts this year, resulting in a cost avoidance of **\$1,258,360.79** for the federal community in Oklahoma

Stephen Kovash, Chair of the Shared Neutrals Council recognized the efforts of all the mediators participating in our interagency consortium and thanked their managers for the support they provide to make this program successful.



Vince Howie presents Dr. DeeAnn Batten and Dr. Paul vanRijn with a token of appreciation.

The keynote address was provided by Dr. DeeAnn Batten, Senior Research Analyst for the US Merit Systems Protection Board. The title of her presentation was: "Making the

Public Service Work, Recommendations for Change".

The briefing had a two-fold purpose:

1. To highlight some of MSPB's recent research, and outline their broad vision for Federal HR, which they recently shared with the National Commission on the Public Service (the Volcker Commission), and
2. Share information on
  - Currently developing research agenda
  - Collecting views from Federal managers to help shape agenda
  - Highlighting the role of audience, and
  - Help MSPB "keep in touch" with managers' interests and concerns

A brief overview of the presentation is provided in the continuation of this article on page 2. *Look for details on our February luncheon on page 11.*

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***Developmental opportunities are now available through the FEB. Enhance leadership competencies by Chairing on of our committees. Applications are now available through the FEB Office.***



### ***Creativity Fringes***

Taken from a newsletter written by Karl Mettke, US Forest Service

One of the most important things a leader can do in difficult times is stay engaged and accessible. For many leaders, their natural inclination is to lock themselves behind doors, keeping problems to themselves and withdrawing from others. But just the opposite approach is what successfully carries leaders through tough times. Here are three things that leaders can do?

Be visible. Communicate constantly and truthfully with your people. Stay with them. Meet with them. Instead of isolating yourself in your office, immerse yourself with your employees, encourage them, and listen. During the blitzkrieg against London in 1940, Winston Churchill refused to leave the city. He lived in an underground bunker but would walk the streets after raids to encourage, console, and inspire.

Communicate the vision. In tough times, leaders need to communicate a clear vision to carry people through the crisis. Without a vision, people lose focus and inspiration; their job becomes meaningless and they no longer are motivated. Abraham Lincoln never downplayed the terrible losses and hardships of the Civil War, but his clear vision of preserving the Union helped the country survive.

Seek wise advice. When facing problems, leaders needed trusted advisors who will offer wise and perhaps dissenting opinions and then unite once a decision is made. Colin Powell said, "When debating an issue, being loyal to me means giving me your opinion, whether you think I'll like it or not. At this point, disagreement stimulates me. But after the decision has been made, the debate ends. At this point, being loyal means getting behind me and executing the decision."

### **MSPB Briefing (cont'd)**

#### **Challenge #1**

#### **Insufficient Workforce Capacity**

The problem: A mismatch between mission needs and the current workforce

This mismatch has three aspects:

- ✓ Workforce demographics
- ✓ Workforce skills
- ✓ Hiring tools

#### **Improving Workforce Capacity**

The Problem	MSPB Recommendation
Complex, ineffective hiring authorities	<ul style="list-style-type: none"> <li>✓ Simplify hiring</li> <li>✓ Abolish the "Rule of Three"</li> </ul>
Inadequate assessment	<ul style="list-style-type: none"> <li>✓ Improve assessment standards and methods</li> </ul>
Inadequate tools for workforce "shaping"	<ul style="list-style-type: none"> <li>✓ Provide tools to reshape the workforce</li> </ul>

#### **Challenge #2**

#### **Inability to Manage Effectively**

Elements of the challenge:

Systems: outdated, inflexible tools

People: managerial capacity

#### **Improving Ability to Manage**

The Problem	MSPB Recommendation
Inflexible classification system	<ul style="list-style-type: none"> <li>✓ Simplify classification</li> <li>✓ Authorize pay banding</li> <li>✓ Allow "dual track" systems</li> </ul>
Lack of managerial capacity	<ul style="list-style-type: none"> <li>✓ Select based on management aptitude</li> <li>✓ Invest in managerial development</li> </ul>

#### **Challenge #3**

#### **Culture**

Any changes must consider culture, because systems, tools, and managers operate in context, not in isolation.

Some aspects of the Government's culture encourage change...others hinder it.

#### **Some Aspect of Government Culture**

Positive Aspects	Negative Aspects
<ul style="list-style-type: none"> <li>✓ Open</li> <li>✓ Fair</li> <li>✓ Humane</li> </ul>	<ul style="list-style-type: none"> <li>✓ Short-term focus</li> <li>✓ Risk-aversion</li> <li>✓ Low levels of trust</li> </ul>



**Science.gov Web Site Connects Public to Government Science**

WASHINGTON, DC. The American public is now connected as never before to U.S. Government science and technology. Fourteen scientific and technical information organizations from 10 major science agencies have collaborated to create science.gov (www.science.gov), the "FirstGov for Science" web site. Science.gov is the gateway to reliable information about science and technology from across Federal government organizations.

From science.gov, users can find over one thousand government information resources about science. These resources include: technical reports, journal citations, databases, Federal web sites, and fact sheets. The information is all free, and no registration is required.

"Science.gov aims to bring the substantial resources of the federal science and technology enterprise together, in one place. Working together, federal agencies have assembled countless pages of government research, data, and reports. The site is a great example of e-government in action," said Dr. John H. Marburger, Director, Office of Science and Technology Policy, Executive Office of the President.

Science.gov is for the educational and library communities, as well as business people, entrepreneurs, agency scientists, and anyone with an interest in science. Support for building the science.gov gateway came from "CENDI," an interagency committee of senior managers of Federal science and technology information programs.

"Science.gov provides the unique ability to search across the content within databases as well as across Web sites," said Eleanor

Frierson, Deputy Director of the National Agricultural Library and co-chair of the science.gov Alliance, the interagency group that created science.gov. "It shows that Federal agencies can work together to pull off something none of them could do individually."

The agencies participating in science.gov are the Departments of Agriculture, Commerce, Defense, Education, Energy, Health and Human Services, and Interior; the Environmental Protection Agency; the National Aeronautics and Space Administration; and the National Science Foundation.

Science.gov is a gateway to authoritative selected science information provided by U.S. Government agencies, including research and development results.

Featured Websites include:

- ✓ Children's Environmental Health and Safety
- ✓ NASA
- ✓ Climate Information Services Portal
- ✓ MEDLINEplus Health Information
- ✓ SciTech Resources
- ✓ Global Change Research Program



The U.S. Department of Health and Human Services - Office on Women's Health publishes a "Women's Health Daybook". It is a very informative book that covers health topics that affect women, along with various medical hot line phone numbers and websites, and it is also a day planner.

Another great thing is that it's "FREE", but you have to call to request a copy for the following year. The number is 1-800-994-9662.



### Conference hosted by American Indian Council

This past summer, the American Indian Council (AIC) planned, coordinated and hosted a two-day conference on “Effective Communications with American Indian Tribes”.

The event served as an opportunity for Federal, Tribal, state, and local governments to come together and share information.

Lindy Ritz, FY 2002 FEB Chair was the opening speaker for this two-day event. Topics presented included:

- Tribal Automobile Tags
- Discussion on the Meaning of Sovereignty to Tribes
- Casinos: What are the benefits
- Consultation and Coordination with Tribal Governments
- Economic Development
- Tribal Courts
- Indian Child Welfare Act
- Indian Blood Quantum
- Tribal Boundaries
- Oil & Gas Leasing & Development

While the two days were packed with useful information, the AIC also planned a couple of sessions “just for fun”.



Tribal leaders & AIC Chair

At the end of the first day, they hosted a hospitality reception, providing an opportunity to network and meet tribal representatives as well as individuals from various governmental agencies. Afterwards, there was a silent auction of native crafts, paintings, etc.

Due to the overwhelming success of the first workshop, the American Indian Council is planning for their second annual event scheduled for April 8-9, 2003 at the LaQuinta located on South Meridian in Oklahoma City. If you are interested in participating, please contact AIC Chairperson, Mary Lou Drywater at (405) 790-1040.

### Agencies Fail to Use Obvious Recruitment Tools

Taken from *Issues of Merit* a publication of the US Merit Systems Protection Board

Preliminary results from an MSPB survey of federal human resources staff who posted vacancy announcements on OPM’s popular USAJOBS website show that agencies rely almost exclusively on USAJOBS to recruit, even though additional cost-effective methods often are readily available. For example, less than half (44 percent) of our HR survey respondents indicated that they also posted the job announcement on their own agency’s website and just 32 percent indicated that they also used their agency’s e-mail system to announce job openings to their own employees. Neglect of these two tools means that agencies can miss alerting their website visitors to job openings or energizing their own employees to act as recruiters for the agency.

This is particularly significant because, as we discovered from our 2000 study on the job search experiences of new hires, the most common way new hires first found out about their jobs was through friends and relatives—many, no doubt, already employed by the federal government. Since it’s often through current employees that external candidates are found, agencies that are actively seeking external candidates should be aware that advertising jobs to individuals already in the agency is not a waste of effort. It is to the agencies’ advantage to make greater use of these two additional broadcast tools, especially since they often are so inexpensive and easy to use.

A third option that some agencies in Oklahoma have used is to have the announcement distributed to all the agencies through the Federal Executive Board, thus using employees of many agencies as recruiters.



Combined Federal Campaign

### Introduction to CFC

The Combined Federal Campaign (CFC) is the annual fund-raising drive conducted by Federal employees in their workplace each fall.

Each year Federal employees and military personnel raise millions of dollars through the CFC that benefits thousands of non-profit charities.

The Office of CFC Operations at the Office of Personnel Management (OPM) is responsible for general oversight of the CFC through governing regulation 5CFR Part 950:

“The CFC is the only authorized solicitation of employees in the Federal workplace on behalf of charitable organizations.”

#### ?DID YOU KNOW?

#### There are eight Combined Federal Campaigns in Oklahoma?

Central Oklahoma	Enid
Ft. Sill-Lawton	Jackson County
McAlester	Muskogee
Stillwater	Tulsa

#### Each CFC is governed by a Local Federal Coordinating Committee (LFCC)?

The LFCC is “comprised of members of local Federal inter-agency organizations, such as Federal Executive Boards.” (5CFR 950.103)

If you would like to become involved in the CFC nearest you, contact your local PCFO or call the FEB Office at (405) 231-4167.

#### Who can participate in a CFC?

Current Federal civilian and active duty military employees may be solicited for contributions using payroll deduction, checks, money orders or cash. Contractor personnel, credit union employees and other persons employed on Federal premises, as well as retired employees, may make single contributions to the CFC through check or money order. These non-Federal employees may not be solicited, but are to be provided the opportunity to participate in the CFC. [5CFR 950.103(g)]

#### Who protects our interest at the local level?

The Local Federal Coordinating Committee (LFCC). The LFCC is the central point of information regarding the CFC among Federal employees. They:

► Ensure the list of charities is selected in accordance with OPM instructions and regulations.

► Ensure contributions are distributed in accordance with the Code of Federal Regulations.

► Monitor the work of the Principal Combined Fund Organization (PCFO) and closely inspect the annual audit required for compliance with regulations.

► Authorize reimbursement of only legitimate CFC costs that are adequately documented to the PCFO.

#### AND Did you know?

CFC is the largest and most successful workplace fundraising model in the world?!

Since the campaigns have not yet finalized their campaign numbers (some are still auditing the pledge cards and money that has come in), the numbers below show the 2001 results of the eight CFCs. Combined Federal Campaigns in Oklahoma raised a total of **\$3,231,589**:

Jackson County	\$66,915	Enid Area	\$69,325
Ft Sill-Lawton	\$259,320	McAlester	\$34,620
Muskogee	\$58,060	Central Oklahoma	\$2,375,539
Stillwater	\$3,771	Tulsa	\$364,039



## **Becoming an Accountable, Responsible & Magnificent Employee**

Today, it often seems that turmoil and uncertainty describe the workplace. As each of us looks for an anchor amidst the upheaval, we might best begin by looking within. Here are seven principles that you can use to help you deal with today's challenging work environment and become accountable, responsible and magnificent in the process.

1. Be absolutely superb at what you do. To keep you on the right track, post these words of Thomas Jefferson where you can see them often: "What you do when you don't have to, determines what you will be when you cannot help it." Slow down a notch and create masterpieces that you and others can admire.
2. Seek to elevate those around you by keeping your ego in check. It's not a contradiction to say that you can lift others by laying low. After administering a superb meeting, a magnificent employee said, "It's amazing how much you can get done when it doesn't matter who gets the credit." Her boss describes her with one word—invaluable!
3. Cross turf lines and build alliances with key people. Abraham Lincoln spent 75 percent of his time out of his office, building strategic alliances and, in effect, saving our nation! Take control of your future by expanding your network.
4. Don't be a yes-person. Do not be afraid to be the "contrarian." In light of the recent scandals that have plagued the country, this message cannot be over-emphasized. Keep your inner compass working at all times. This practice will define you as indispensable.
5. Act with courage and admit when you are wrong. As W.C. Fields once said, "There comes a time in the affairs of man when he must take the bull by the tail and face the situation." Enough said.
6. Lighten up! Research from Long Beach State University indicates that people who made work fun are nearly twice as productive as people who did not. As one outstanding administrative assistant said, "When the going gets tough, the tough get loose. I don't let anything bog me down. I approach things with a sense of humor and open-mindedness."
7. Always do what you say you will do! Surveys of CEOs indicate that they cherish employees with leadership skills. First and foremost, a leader is someone who can be counted upon to follow through. Be a leader.

You are steering your own ship. Keep a steady hand on the tiller by practicing these principles. We cannot guarantee smooth sailing, but we do guarantee that you will always be able to weather the storm!



### Interagency Connection Available Electronically



Electronic distribution of the Interagency Connection is now offered, in order to make our newsletter available to the increasing number of federal executives, managers, supervisors and employees requesting to be added to our mailing list.

**Benefits:**

- Same day delivery!
- The electronic copy will look exactly as the version that is currently mailed.

**How to subscribe:**

Send an email (from the email address where you choose to receive the newsletter) to [Trish.Plowman@juno.com](mailto:Trish.Plowman@juno.com). Be sure to have **Interagency Connection** in the subject line.

Beginning in September, you will receive the **Interagency Connection** via your email inbox. It will look the same, and will read the same if you choose to print out a hard copy.



You must have Adobe Acrobat Reader software on your computer to be able to open the document. Adobe® Acrobat® Reader® is free software that lets you view and print Adobe Portable Document Format (PDF) files and can be downloaded from the internet at: <http://www.adobe.com/products/acrobat/readstep2.html>

#### **Directory Change**

Please note that the Immigration and Naturalization Office, in Oklahoma City, has relocated.

US Department of Justice  
Immigration and Naturalization Service  
4400 SW 44th Street, Suite "A"  
Oklahoma City, OK 73119-2800  
24 Hour Public Number: (405) 219-3199

## 4 Girls Health

The [www.4girls.gov](http://www.4girls.gov) web site, developed by the Office on Women's Health in the Department of Health and Human Services gives girls between the ages of 10 and 16 reliable, current health information. The site focuses on many health topics that respond to adolescent girls' health concerns and motivates girls to choose healthy behaviors using positive, supportive and non-threatening messages. Topics covered include:

- ✓ *Becoming a Woman*, a section about puberty that covers everything from growth, body hair, getting a menstrual period, grooming, douching, breath, and acne, to hair care and tanning.
- ✓ Another section, *Fit for Life*, stresses that being fit means more than only how you look. It covers how much exercise a girl needs, strength training, making a fitness plan, sports for teens with disabilities, and sports injury and safety.
- ✓ *You are What You Eat* helps girls make healthy food choices by providing important nutrition information on serving sizes, vitamins and nutrients, reading food labels, eating out, maintaining a healthy weight, and vegetarianism.
- ✓ A *Mind Over Matters* section talks about relieving stress in healthy ways, stress reduction techniques, stress and illness, depression, self-injury, and teen suicide prevention.
- ✓ Another section, *Choosing Not To Use*, gives a background on what different forms of substance abuse do to a girl's body, helpful ways to prevent using, and how to help others who are addicted to drugs, alcohol or tobacco.
- ✓ The last major section, *Putting It All Together*, lets teen girls know that life can be beautiful when you can put everything you juggle in life all together with balance. It covers handling different relationships, family, friends, accepting who you are, having a positive body image, peer pressure, protecting yourself from violence, and looking towards the future with hope and dreams.



# THE VOLUNTEER VOICE

Federal Employees Care Council (FECC)  
Article written by FECC member, Pam Downs



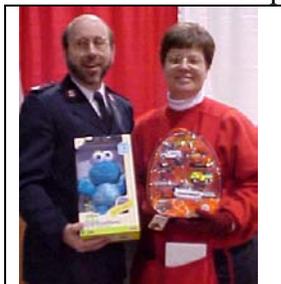
The Salvation Army (SA) Toy Store helps thousands of needy families and seniors to have merrier Christmases and is one of the activities supported by the FECC. In mid-December, hundreds of volunteers hit the OKC malls and fairgrounds to collect, sort, and distribute toys and food to the 4000 recipient families, which included over 12000 children. Majors Paula and Ken Johnson, OKC SA Area Commanders reported that SA is celebrating its 100<sup>th</sup> birthday in OKC and also that it has been assisting families at Christmas for 60-70 years. Because of all the food donations this year, they stated that each family got a food basket and an 8-lb ham. They also thanked the public for filling and donating 10000 stockings. The Silver Halo effort to aid seniors was inaugurated last year and proved so successful that it was expanded from 100 to 300 recipients in 2002.



Connie and Henry Gonzales, TAFB, left, and Virginia Hicks, FAA, right, sort donated items.



Mike and Pam Downs, FAA, left, sort stuffed animals, while Mike and Virginia arrange Silver Halo donations.



Majors Ken and Paula Johnson, above left, and Gene Gibson, SA volunteer, right, at the Toy Store.



FECC volunteers were busy at the distribution center at the Made in OK building at the fairgrounds. Activities included stuffing stockings, sorting toys and silver halo gifts, and a myriad of other tasks.



Mike and Bo Birdsong, and Connie Wells, IRS, left, and Janis Jones, SSA, right, stuff stockings.



## Events On the Horizon

### January

**Special Olympics Winter Games** will be held in Norman and Moore on January 17-19, 2003. Contact your FECC representative or Larry Sella, Tinker AFB, 734-7844, for more information.

### March

**OETA Festival:** The annual fund-raising event for the local PBS television station has FECC volunteers manning the phones to take pledges. Kathy Quinn, FHWA, 605-6011, is project manager.

### April

**Rebuilding Together:** Formerly called Christmas in April, this activity uses FECC volunteers to spruce up and repair low-income homes and public buildings. The 2003 date is April 12<sup>th</sup>. Call project manager Karen Steele, USGS, 810-4414, for more information.

**Festival of the Arts:** The festival, held in April each year in downtown OKC, requires over 5000 volunteers; Federal volunteers served in a variety of functions from manning food booths to counting money. 2003 dates are April 22-27. Steve England, IRS, 297-4316, is project manager.

For more information about the FECC, please visit our web site at: <http://www.oklahoma.feb.gov/fecindex.html>



## Oklahoma Federal Executive Board Annual Report

Each Federal Executive Board is required to submit an annual report to the US Office of Personnel Management and to their funding agency (in our case the Department of Defense). Below are a few items extracted from this year's annual report:

- ✓ Use of the FEB **Alternative Dispute Resolution** program has resulted in a cost avoidance of **\$1,258,360.79** for the federal community in Oklahoma.
- ✓ Through FEB coordinated 'interagency' training events, individuals were able to attend various types of training locally, saving more than **\$370,497** for comparable training provided locally or those that might require travel.
- ✓ Facilitated the transfer of federal computers to schools, non-profit organizations and Tribal governments to assist with increasing the availability of technology in education for children in K-12. Nine agencies donated more than 1,519 educationally useful items which the government originally paid \$1,642,570.05, to 31 schools.
- ✓ **Coordinated an interagency inter-governmental effort that served 1,312 newly naturalized citizens** this fiscal year. The FEB has hosted this ongoing partnership of SSA, IRS, Oklahoma Tax Commission, Oklahoma County Court Clerk, and Oklahoma Election Board to provide seamless services to newly naturalized citizens. This effort created efficiencies for participating agencies and provided expedient services to the customers served.
- ✓ Planned, coordinated and hosted the **7th Annual Government on Display** Event. We had federal, state, local and municipal agencies represented at Crossroads Mall (I-240 and I-35) in Oklahoma City. Agencies from around the state came for this one-day event. In addition to the agencies providing services from the mall, we had "swearing-in" ceremonies throughout the day.
  - New DOD civilian employees took their Oath from Senior Executive, Carl McRorie;
  - Two military members who had re-enlisted took their oath of enlistment from Brig Gen Reno
  - Rob Dews, LCMDR of the Military Entrance Processing Station issued the oath of enlistment to new military recruits; and
  - LTC Calhoun of the Oklahoma Military Department, administered the oath of enlistment to new Air Nat'l Guard and Army Nat'l Guard members
- ✓ Through a partnership with the Cincinnati FEB, we established a listserv to increase distribution of our monthly newsletter and reduce the cost of printing and postage.
- ✓ Developed a "Guide" for public managers on Emergency Preparedness and Continuity of Operations through the efforts of an interagency/inter-governmental committee.
- ✓ Federally hosted blood drives collected **26,413 units of blood**.
- ✓ The Federal Employees Care Council coordinated **824 volunteers who donated 5,925 hours of their personal time**.
- ✓ The eight Combined Federal Campaigns in Oklahoma raised a total of **\$3,231,589**.
- ✓ The FEB's American Indian Council hosted a two-day "Effective Communications with Tribal Governments" workshop. The training was for federal/state/county agencies, oil and gas operators, all tribes of Oklahoma, Indian organizations and other interested parties. Information and topics included understanding each tribe's uniqueness, beliefs and culture, why various tribes have their own auto tags, tribal boundary signs and the importance of economic development for tribes large and small. Participants gained a better understanding of consultation from the perspective of tribal leaders and federal agencies.
- ✓ Executive Director made **29 personal welcome visits** to new federal leaders coming into the area.
- ✓ Hosted **two Award Banquets**, soliciting nominations, planning, and coordinating the events to include the maximum number of agencies (or levels of government).



## UPCOMING EVENTS January



<b>Jan 1, 2003</b>	<b>New Year's Day</b> 
<b>Jan 8, 2003</b>	<b>Agency Visits-OKC</b>
<b>Jan 9, 2003</b> 11:30 am	<b>Society of Government Meeting Professionals</b> AmeriSuites, OKC
<b>Jan 10, 2003</b>	<b>Agency Visits-OKC</b>
<b>Jan 13-14, 2003</b>	<b>Interagency Services Network Mtg</b> Washington, DC
<b>Jan 14, 2003</b> 2:00	<b>Community Council, 2-1-1 initiative</b>
<b>Jan 15, 2003</b> 10:00 am	<b>American Indian Council</b> BIA Office-Concho Agency, El Reno POC: Mary Lou Drywater 405-790-1040
<b>Jan 15, 2003</b> 10:00 am	<b>Interagency Training Council</b> Nat'l Center for Employee Development POC: Joyce Smith, 405-521-4539
<b>Jan 15, 2003</b>	<b>Agency Visits-Tulsa</b>
<b>Jan 16, 2003</b> 2:00 pm	<b>Council on Disability Concerns</b> Federal Highway Administration POC: Shannon Dumolt, 405-605-6166x316
<b>Jan 16, 2003</b> 3:30 pm	<b>Federal Black Program Council</b> Federal Highway Administration POC: Eddie Allen 405-734-3438
<b>Jan 17, 2003</b>	<b>Agency Visits-OKC</b>
<b>Jan 21, 2003</b> 2:00 pm	<b>Federal Employees Care Council</b> Social Security Administration Shepherd Mall @ NW 23 <sup>rd</sup> & Villa POC: Mike Birdsong 405-297-4014
<b>Jan 22, 2003</b> 9:30	<b>Workforce Diversity Council</b> Federal Highway Administration, OKC POC: Dave Bonnick 405-954-5537
<b>Jan 28, 2003</b>	<b>Agency Visits-McAlester</b>
<b>Jan 31, 2003</b>	<b>Naturalization Ceremony</b> US District Courthouse, Oklahoma City

Listening is a magnetic and strange thing, a creative force. When people really listen to each other in a quiet, fascinated attention, the creative fountain inside each of us begins to spring and cast up new thoughts and unexpected wisdom.

--Brenda Ueland

When values are clear, decisions are easy.

--Roy Disney

### Your Federal Executive Board

**The Mission of the Federal Executive Board (FEB) is to increase the effectiveness and efficiency of Federal agencies in Oklahoma.**

The general goals are:

- *Communicate*—The FEB provides a forum for member agencies to share each other's initiatives, successes, concerns, challenges, and informs the local community of national interagency policies and priorities.
- *Coordinate Emergency & Other Inter-agency Actions*—The FEB stands ready to immediately facilitate resources of the Oklahoma federal community, whether to aid a member agency in crisis, assist the citizenry in a public emergency, or implement initiatives that affect the federal community.
- *Facilitate Customer Service*—The FEB draws together agencies with common clients so that government services are convenient for the customers.
- *Partner with Community Groups*—The FEB partners with community groups to identify and help resolve challenges.
- *Reduce Costs and Improve Efficiency*—The FEB brings together agencies with common goals to pool experiences and resources so their efforts are complementary and more cost effective.

This newsletter is published monthly as a cost-effective tool for communicating events and issues of importance to the federal community in Oklahoma. If you have news of interest, please fax to the FEB Office at (405) 231-4165 or email to [LeAnnJenkins@juno.com](mailto:LeAnnJenkins@juno.com) no later than the 15<sup>th</sup> of each month.

#### ***Elected Officers:***

**Chair:** Vince Howie, Director of Staff  
Tinker Air Force Base

**Vice-Chair:** Col Dean Despinoy, Cmdr  
507th Air Refueling Wing

#### ***Staff:***

**Director:** LeAnn Jenkins

**Secretary:** Trish Plowman

**Clerical Support:** Savina Parks

**Program Support:** Constance Ward

**ADR Support:** Stephen Kovash

***Please feel free to copy this newsletter & distribute. This is also available at <http://www.oklahoma.feb.gov>***



## February Federal Executive Board Luncheon



<b>Where:</b>	<b>Hilton Inn Northwest, 2945 NW Expressway</b>
<b>When:</b>	February 20, 2003
<b>Time:</b>	11:30-1:00
<b>Speaker:</b>	Rebecca Pritchett
<b>Topic:</b>	Assisting Managers in Developing Evacuation Plans for Employees, Visitors, and Customers with Disabilities.

Mrs. Pritchett is a licensed Architect with the FAA Mike Monroney Aeronautical Center. She has a Bachelors and a Master of Architecture degrees with over 25 years of design and construction administration experience for private sector and federal government. She is currently the Director of Resources for the National Coalition of Federal Aviation Employees with Disabilities (NCFAED), and has served as their advisor on ADA since 1995. Her personal goal is to increase public awareness and knowledge of the ADA and continue to make a difference for persons with disabilities. In 1996 she received the Public Service Award from the OKC Mayor's Committee on Disability Concerns. *This will be a greatly condensed version of a 4-hour training event the FEB's Council on Disability Concerns will host in April.*

**This meeting is open and would be useful for any government leader, manager, or employee.**

Menu Selection:

Chicken Plate w/vegetables  
Iced Tea

Beef Plate w/vegetables  
Iced Tea

**Cost for lunch: \$10.00 per person**

Name: \_\_\_\_\_ Agency: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Method of Payment: \_\_\_\_\_

Please mail to: Oklahoma Federal Executive Board  
215 Dean A. McGee, Ste 320  
Oklahoma City, OK 73102  
or fax to: (405) 231-4165

**Checks should be made payable to the Oklahoma Federal Executive Board**

**Cancellation Policy:** Understanding that unforeseen circumstances may preclude an individual from attending, refunds and cancellations will be permitted through February 14, 2003. However, after that date, registrations must be honored. If you are unable to attend, substitute attendees are authorized and encouraged!



<i>SUN</i>	<i>MON</i>	<i>TUES</i>	<i>WED</i>	<i>THURS</i>	<i>FRI</i>	<i>SAT</i>
<b>January 2003</b>			<b>1</b>  New Years Day	<b>2</b>	<b>3</b>	<b>4</b>
<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b> Agency Visits-OKC	<b>9</b> 11:30 SGMP	<b>10</b> Agency Visits-OKC	<b>11</b>
<b>12</b>	<b>13</b>	<b>14</b> 2:00 Community Council	<b>15</b> 10:00 AIC 10:00 ITC Agency Visits-Tulsa	<b>16</b> 2:00 CODC 3:30 FBPC	<b>17</b> Agency Visits-OKC	<b>18</b>
Interagency Services Network-Washington, DC						
<b>19</b>	<b>20</b>	<b>21</b> 2:00 FECC	<b>22</b> 9:30 WDC	<b>23</b>	<b>24</b>	<b>25</b>
<b>26</b>	<b>27</b>	<b>28</b> Agency Visits McAlester	<b>29</b>	<b>30</b> Deadline for Council Chair applications	<b>31</b> 12:00 Naturalization	

OKLAHOMA FEDERAL EXECUTIVE BOARD  
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