



OKLAHOMA FEDERAL EXECUTIVE BOARD
215 DEAN A. MCGEE, STE 320
OKLAHOMA CITY, OK 73102
(405) 231-4167
www.oklahoma.feb.gov



October 22, 2014

Katherine Archuleta Director
US Office of Personnel Management (OPM)
1900 E Street, NW
Washington, DC 20415

Honorable Director Archuleta,

It is with great pleasure that I present to you the Oklahoma Federal Executive Board's (FEB) Annual Report for Fiscal Year 2014.

On behalf of our Board and staff, I am delighted to report that, with the support of our Board membership, we met all every mandate set forth in the FEB National Strategic Plan despite limited resources. As you will see in the report, our FEB has a cost avoidance of more than eight times the salary cost of the two staff members!

I have served on the Executive Policy Council for the Oklahoma FEB since my assignment to Oklahoma. I am honored to personally observe the efficient operation of our FEB, planning activities and events that create cost avoidances for our agencies as well as providing opportunities for interagency and intergovernmental collaboration; our FEB is a valuable resource to the federal leaders of Oklahoma.

Thank you for your continued leadership and support. Our Board and staff look forward to working with you in the coming year.

Sincerely,

Julie Gosdin
Chairperson



FY 2014 Annual Report



MISSION

*To increase the effectiveness and economy
of Federal agencies [in Oklahoma].*

1961 Presidential Memo, 5CFR Part 960

Chair

Julie Gosdin, District Manager
U.S. Postal Service, Oklahoma City, OK

Vice-Chair

Kevin Donovan, Federal Security Director
Transportation Security Administration
Oklahoma City, OK

Executive Director

LeAnn Jenkins

Assistant

Lisa Smith-Longman

215 Dean A. McGee, Ste 153
Oklahoma City, OK 73102
(405) 231-4167
www.oklahoma.feb.gov

Table of Contents

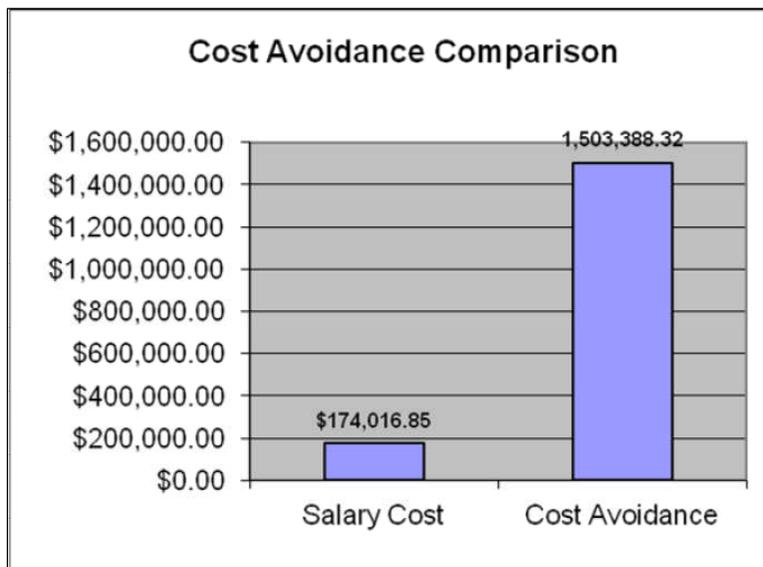
	Page
Executive Summary	2
Background	4
Oklahoma Federal Executive Board Leadership, Councils, Staff	5
Fiscal Year 2014 Results by Line of Business	
1. Emergency Preparedness	6
2. Workforce Development and Support	7
3. Intergovernmental and Community Outreach	8
4. Performance Improvement	10
Calculation narrative for cost-avoidance	11

We hope that you take as much pride in this year's accomplishments as we do!



Executive Summary of Oklahoma FEB FY 2014 Accomplishments

Type	Sub-Type	Unit of Measure	Economic Impact	Cost Avoidance
Cost Avoidance				
Training and Misc	Interagency	Dollars		\$419,027.33
Alternative Dispute Resolution/Shared Neutrals Program	Interagency	Dollars		\$1,006,883.99
GSA Revenue Recovery	Interagency	Dollars		\$77,477.00
Community Outreach				
2013 Combined Federal Campaigns in Oklahoma	Charitable Donations	Dollars	\$3,521,029.00	
			\$3,521,029.00	\$1,503,388.32



For the investment made by our funding agencies, the Oklahoma FEB provides a valuable return. Based on an investment figure of \$174,016.85 for this year, the FEB provided a cost-avoidance to the Oklahoma Federal community of \$1,503,388.32, an 8.64-fold return. Cost avoidance calculations illustrate the results of the FEB ADR program and training/educational programs (abbreviated version contained in this Executive Summary; full data comparison is contained in the following annual report).

Notable items in addition to those listed above

Emergency Preparedness

1. Hosted **two interagency/intergovernmental COOP training** for a **cost avoidance of \$97,450.25**.
2. Weather updates/warnings/weekly briefings distributed to Federal Leaders:
 - Oklahoma leaders: 56
 - Additional notices included 21 power outage reports around the state,
 - Three earthquake notices, and
 - Four communications regarding wildfires.
 - Houston TX leaders: 13
 - Arkansas leaders: 11
3. Assisted other Federal Executive Boards and FEMA Region VI by sharing information to facilitate establishing MOUs with their local health departments to receive medical supplies in the event of a Pandemic or biological release.

Workforce Development and Support

4. Hosted annual Awards Banquet at the US Postal Service's National Center for Employee Development in Norman, OK with 275 in attendance. 61 individuals and 12 teams were recognized for their outstanding accomplishments from 27 different agencies.
5. Distributed a multitude of informational articles, memos, and other resources on sequestration and furlough guidance to federal leaders in Oklahoma as it became available.
6. **Interagency mediation** services coordinated through the FEB's Shared Neutral's Program had 36 requests and 21 resolutions creating a **total cost avoidance of \$1,006,883.99**.
7. FEB Coordinated 8 separate training events for development and retention of employees (not including COOP Training) resulting in a **net cost avoidance of \$321,577.08**.
8. The FEB collaborates with GSA to provide federal employees access to parking structures and lots in downtown Oklahoma City and Muskogee. We accommodated 166 employees by managing the 146 spaces throughout the year and provide GSA with **\$77,477.00 in recovered revenue** through utilization of this federal inventory capacity.

Intergovernmental/Community Outreach

9. Our Executive Director provided **24 individual FEB orientations** for agency leaders coming into Oklahoma throughout FY 14 at their respective offices throughout the state.
10. Oklahoma FEB Office staff regularly assists federal agencies in Oklahoma to "connect" with other federal agencies to coordinate the availability of excess property with an agency needing the items.
11. Federal Employees Care Council coordinated **52 volunteers** to assist the April Art Festival and the New Year's Eve "Opening Night" events hosted by the Oklahoma City Arts Council. These volunteers provided **187 hours of service**.
12. The 2013 Combined Federal Campaigns (CFCs) in Oklahoma raised more than **\$3,521,029.00 for charity**.
13. Coordinated the **MYFREETAXES** initiative through Internal Revenue Service to provide federal employees and their family members who meet the earnings threshold an opportunity to electronically file their federal and state taxes at no cost through a program that guides them through an interview process using TurboTax. This was established for the Oklahoma FEB, Houston FEB and Arkansas FEA:
 - Oklahoma FEB efforts resulted in 313 returns completed, with an average federal tax refund of \$1,556; the average age of individuals utilizing this service was 36.
 - Arkansas FEA efforts resulted in 33 returns completed with an average federal tax refund of \$1,992; the average age of individuals utilizing the service was 38.
 - Houston FEB effort resulted in zero usage.
14. With a large number of newly appointed FEB Directors, nation-wide, the Oklahoma FEB Director developed a "desk manual" for FEB Executive Directors. This provides FEB Executive Directors with a vital continuity manual for the 28 FEB offices, maintaining it each year as information, processes and policies change.
15. The Oklahoma FEB maintains a Website, Facebook page and a Twitter account for the organization. FEB Director has also developed and continues to maintain websites for:
 - a. Arkansas FEA to provide information on their activities and initiatives to federal leaders in Arkansas.
 - b. Houston FEB that is responsive to their needs and will be used for registration forms for upcoming events and training.

Background

By Presidential Directive in 1961, President John F. Kennedy established Federal Executive Boards (FEB) to improve interagency coordination and communication among Federal departments and activities outside of Washington, D.C. The Director of the U.S. Office of Personnel Management is responsible to the President for the organizational and programmatic activities of FEBs.

The need for effective coordination among Federal organizations' field activities was clear then, and is even more important in today's environment. Approximately 85% of all Federal employees work outside of the National Capital area and most Federal programs are implemented through the regional and local offices of Federal departments and agencies. Regional and local Federal officials are the Federal Government's principal representatives to the vast majority of our nation's citizens.

Today, there are 28 FEBs located in areas with a significant Federal population. The Boards are composed of the highest-ranking local officials from each Federal agency located in the FEB area. Board leadership and structure consist of elected officers (Chair, Vice Chair) and Committees and Councils designated to direct FEB programs. Federal Executive Boards are the only interagency organization that is authorized by Public Law for interagency funding with salaries coming through a "host agency". The regulatory responsibilities of Federal Executive Boards are outlined in CFR 5 Section 960 of Federal Regulations, providing the guidance from which FEBs draw their general operating instructions.

The Oklahoma FEB was chartered in March 1993 to serve federal agencies located within the State of Oklahoma:

Federal community in Oklahoma: 82,381 employees in more than 300 offices

Military: 34,915

Civilians: 39,627

Postal Service: 7,839

(does not count the 48,687 federal civilian retirees in Oklahoma)

Information verified through the DoD Almanac and OPMs civilian employment reports

Leadership Fiscal Year 2014

Federal Executive Board Officers

Chair

Julie Gosdin, District Director, U.S. Postal Service

Vice-Chair

Kevin Donovan, Federal Security Director, Transportation Security Administration

Ex-Officio

Adrian Andrews, Special Agent in Charge, U.S. Secret Service

Executive Policy Council

Jeffrey Allen, Air Force Sustainment Center
 Michelle Coppedge, Federal Aviation Administration
 David Engel, SSA, Office of Disability Adjudication & Review
 Joe Gallagher, Army Fires Excellence Center, Fort Sill
 James Finch, Federal Bureau of Investigation
 Jerry Hyden, US Department of Housing & Urban Development
 Dottie Overal, U.S. Small Business Administration
 Betty Tippeconnie, Bureau of Indian Affairs

Combined Federal Campaign Local Federal Coordinating Committee (LFCC) Chairs

Central Oklahoma (CFC 0712)	Bob Kendrick, US Postal Service, National Center for Employee Development	Caddo, Canadian, Cleveland, Comanche, Garfield, Garvin, Grady, Kingfisher, Lincoln, Logan, McClain, Murray, Oklahoma, Payne, Pontotoc, Pottawatomie, and Seminole Counties
McAlester Area (CFC 0710)	Valerie Shimp, McAlester Army Ammunition Depot	Atoka, Bryan, Choctaw, Coal, Haskell, Hughes, Johnston, Latimer, Le Flore, Marshall, McCurtain (except Red River Army Depot), McIntosh, Pittsburg, and Pushmataha Counties
Green Country (CFC 0715)	Jeffrey Callison, US Postal Service	Cherokee, Craig, Creek, Delaware, Mayes, Muskogee, Okfuskee Okmulgee, Osage, Ottawa, Rogers, Tulsa, Wagoner, and Washington Counties
Greater Texarkana Area (CFC 0854)	Ms. Rosie Watson, Red River Army Depot	Red River Army Depot in McCurtain County in Oklahoma.
North Texas and Jackson County, OK (CFC 0857)	Mr. Jeff Pittman, USAF	Sheppard AFB; Wichita, Wilbarger, Clay and Montague Counties in Texas; Jackson and Tillman Counties in Oklahoma

Interagency Training Council, Javier Solis, Tinker AFB, Chair

Shared Neutrals Council, Administered from the FEB office

Emergency Preparedness & COOP Council, Chaired by the FEB Director

FEB Staff

Executive Director: LeAnn Jenkins
 Executive Assistant: Lisa Smith-Longman

Oklahoma FEB's FY 2014 Activity Report

Additional information regarding the calculation of cost avoidance is provided at the end of this report for those who are interested in how the cost avoidance was determined.

Emergency Preparedness:

1. Hosted **two interagency/intergovernmental COOP training** for a cost avoidance of **\$97,450.25**.
 - a. Co-Sponsored with FEMA the L-550 Train the Trainer Instructional Presentation; a required course for those pursuing the COOP Practitioners Certification, Level I (25 participants). Compared against AMA Seminars, course held in Atlanta GA. This created a cost avoidance from no registration fee and no required flight and travel expenses.
 - b. Executive Director and Executive Policy Council Vice-Chair participated in the Push Partner Seminar.
 - c. Sponsored Resilient Accord Cyber security Tabletop Exercise; (9 participants). Compared to Graduate School USA, course held in Washington D.C. This created a cost avoidance from no registration fee and no required flight and travel expenses.
2. Updated the Hazardous Weather and Emergency Communication booklet to include personnel policies for the Oklahoma FEB and distributed to the federal leaders in Oklahoma prior to the winter weather season.
3. Communicated hazardous weather and other conditions creating situations that may jeopardize the safety and well-being of federal employees and their families. FEB sent numerous situational reports and updates throughout the year to Federal leaders as well as distributed information to Oklahoma residents regarding: damage reports; scam details; and recovery center information after snow, ice, wildfires, flooding and straight winds occurring this fiscal year, each resulting in national declarations. Updates included information that agency leaders could share with their HQ and employees. The information included: addresses of open shelters (for people and for pets); power outages; cell tower outages; road closures; fatalities; resources for assistance; and location of disaster recovery centers.
 - a. Weather updates/warnings/weekly briefings distributed to Oklahoma leaders: 56
 - i) Additional notices included 21 power outage reports around the state,
 - ii) Three earthquake notices, and
 - iii) Four communications regarding wildfires.
 - b. Weather updates/warnings/weekly briefings distributed to Houston, TX leaders: 13
 - c. Weather updates/warnings/weekly briefings distributed to Arkansas leaders: 11A couple of comments received regarding information shared regarding weather and other situational updates: Houston Passport Director *"thanks for the information; we are pressing ahead with plans for delayed opening for the agency so commuters will avoid ice and traffic."* Director OIG Houston *"It really helps when you send out the weather information"*. Veterans Affairs Medical Center Director – Muskogee, Oklahoma *"you did a great job keeping everyone informed on the weather"*.
4. Assisted other Federal Executive Boards and FEMA Region VI by sharing information to facilitate establishing MOUs with their local health departments to receive medical supplies in the event of a Pandemic or biological release.
5. Distribute Department of Homeland Security's Open Source Infrastructure reports on a regular basis in order for federal leaders to be aware of situations in their respective areas of functional responsibility.

6. Executive Director and Federal Executive Board Vice Chair participated in the Push Partner Training Seminar.

Workforce Development and Support:

7. Distributed a multitude of informational articles, memos, and other resources on sequestration and furlough guidance to federal leaders in Oklahoma as it became available to share with their workforce, along with tax implications if employees filed for unemployment.

8. FEB Coordinated 8 separate training events for development and retention of employees (not including COOP Training) resulting in a **net cost avoidance of \$321,577.08.**

a. Executive Director provided two different developmental detail assignments for two separate agencies for their employees on formal training programs to use a detail in the FEB Office (local area), creating a total **cost avoidance of \$23,875.20.**

b. Hosted one Financial Wellness Workshop (3-1/2 hrs long) covering the basics of how money works, debt reduction, retirement savings and Long Term Care. Compared against Financial Peace DVD instruction at local facility, \$199 and there was no cost to attend the FEB sponsored event, creating a **cost avoidance of \$2,786.00.**

c. Hosted four half day pre-retirement workshops at no cost to participants, Compared against Graduate School USA, BENE7110D (FERS) and BENE7120D (CSRS), with a total of 91 participants over two days and four sessions, creating a **cost avoidance of \$101,578.75**

d. Hosted Extraordinary Results with Ordinary People workshop covering leading change, leading people, results driven, business acumen, and building coalitions. Compared against AMA Seminars Situational Leadership II Workshop with 24 participants, creating a **cost avoidance of \$15,442.80.**

e. Hosted two full, one-day pre-retirement workshops at no cost to the participants, Compared against Graduate School USA, BENE7110D (FERS) and BENE7120D (CSRS) with a total of 61 participants over the two days, creating a total **cost avoidance of \$54,973.20.**

f. Hosted one Power of Persuasion workshop in building coalitions and influencing/negotiating skills at no cost to the participants. Compared to AMA Seminar Understanding the Psychology of Persuasion with a total of 21 participants for a **cost avoidance of \$13,929.93.**

g. Hosted one Encore Entrepreneur workshop in turning an entrepreneurial idea into a business reality, components to forming a new business, and business success, at no cost to participant. Compared to motivational speaker presenting First Step to Success, with 22 participants for a **cost avoidance of \$21,934.00.**

h. Hosted one Exceptional Leader workshop (1/2 day) covering traits that improve retention, customer satisfaction, employee engagement, and profitability at no cost to participants. Compared to AMA Seminars: The Effective Leader Facilitator with 16 participants creating a **cost avoidance of \$12,707.20**

i. The FEB coordinated free training rooms for federal agencies on three different occasions for agencies to conduct required EEO training; this created a **cost avoidance of \$2,000.**

j. Designed, coordinated and hosted the Leadership FEB 2014 program with federal agency visits sharing leadership experiences and enrichment opportunities. With 40 participants representing 26 federal agencies (*\$750 for FEB vs. \$2,540 for Leadership Oklahoma*), this created a total **cost avoidance of \$72,350.00.**



Warden John Fox briefs Leadership FEB Class XIII regarding challenges of running a prison.



Leadership FEB Class visits Fort Sill and gets a small taste of the Army life.

9. **Interagency mediation** services coordinated through the FEB's Shared Neutral's Program had 35 requests and 21 resolutions created a **total cost avoidance of \$1,006,883.99**.
Employee Comment: "Restoration of confidence, willingness to move forward."; "Enhanced communication and improved morale." *Management comment: "Mediators were professional, courteous and did a great job of opening communication lines."; "Office productivity improved."*
10. Our Executive Director serves as the Chair of the National FEB Human Capital Readiness Council which develops and coordinates initiatives for the FEB network; in this capacity, she developed an FEB Director Orientation manual to more quickly assimilate these individuals into the responsibilities of these critical positions and keeps it updated as information changes in order to keep it relevant.
11. The FEB **collaborates with GSA** to provide federal employees access to the Murrah garage, the new Federal Campus parking facilities in downtown Oklahoma City, and the lot behind the VA Regional Office in Muskogee, OK, enabling federal employees to park through the FEB/GSA agreement. This accommodates federal employees in an extremely difficult parking environment. We were able to accommodate 166 employees by managing the 146 spaces throughout the year and provide GSA with **\$77,477.00 in recovered revenue** through utilization of this federal inventory capacity.
12. The Executive Director emailed agency leaders the link for the 2014 Federal Handbooks to forward to all employees. The link provides handbooks for Personnel, Federal and Health Benefits, Children's Scholarships, Retirement, Long Term Care and Travel. The handbook links are also available on the FEB website.
13. Distributed 81 different vacancy announcements to be shared with interested, qualified candidates in an effort to increase the quantity and quality of applicants from which to select for the federal agencies requesting the announcements be distributed.
14. Wrote position description for Houston Support Position for the FEB and had it classified through Veterans Affairs, received list of eligible candidates, but hiring freeze was invoked prior to selecting.

Intergovernmental and Community Outreach

15. Hosted annual Awards Banquet at the US Postal Service's National Center for Employee Development in Norman, OK with 275 in attendance. 61 individuals and 12 teams were recognized for their outstanding accomplishments from 27 different agencies.



16. The Executive Director provided **24 individual FEB orientations** for agency leaders coming into Oklahoma throughout FY 14; Executive Director made visits to the respective leaders' office location to provide these orientations (Oklahoma City, Tulsa, Muskogee, Lawton, McAlester, and Moore).

17. Executive Director attended Grassroots Board meeting at the Army Recruiting Battalion

18. Executive Director attended the Executive Directors Conference in Atlanta, GA

19. The FEB Office maintains the list of federal agencies and the respective leaders in Oklahoma in order to keep our contact list up-to-date, on an ongoing basis, to ensure each agency has full access to information pushed out through the FEB. This has helped in past response to tornadoes, knowing which agencies may be impacted in the affected areas.

20. Distributed 12 editions of our FEB newsletter (12 pg publication) to a large audience which includes Federal, State and local government employees, and Federal Leaders as a means to communicate National and local FEB initiatives. The newsletter is provided via mail and email each month to more than 1,000 individuals.

21. **2013 Combined Federal Campaigns** in Oklahoma **generated** a total of **\$3,521,029.00** raised for charitable organizations (Greater Texarkana and CFC of North Texas cover federal employees in Southeast Oklahoma and Altus, respectively). Oklahoma CFC contributions come from six campaigns:

Central Oklahoma	\$2,394,526.00	Green Country	\$621,126.00
McAlester	\$43,475.00	North TX & Jackson Co, OK	\$324,377.00
Greater Texarkana	\$137,525.00		

22. The FEB Chair, Executive Policy Council members and Executive Director participated in the Virtual National FEB Conference to learn about upcoming National Initiatives, share best practices and lessons learned.

23. Federal Employees Care Council coordinated **52 volunteers** to assist the April Art Festival and the New Year's Eve "Opening Night" events hosted by the Oklahoma City Arts Council. These volunteers provided **187 hours of service**.

24. Coordinated the **MYFREETAXES** initiative through Internal Revenue Service to provide federal employees and their family members who meet the earnings threshold an opportunity to electronically file their federal and state taxes at no cost through a program that guides them through an interview process using TurboTax. This was established for the Oklahoma FEB, Houston FEB and Arkansas FEA:

- a. Oklahoma FEB efforts resulted in 313 returns completed, with an average federal tax refund of \$1,556; the average age of individuals utilizing this service was 36.
- b. Arkansas FEA efforts resulted in 33 returns completed with an average federal tax refund of \$1,992; the average age of individuals utilizing the service was 38.
- c. Houston FEB effort resulted in zero usage.

25. Updated Congressional handbook for federal leaders in Oklahoma, also updated one for the Arkansas FEA that was distributed to federal leaders in Arkansas.
26. FEB Director has developed and maintains websites for:
 - a. Oklahoma FEB on which to post activities, meetings, events and timely information along with our Pandemic Flu plan, Emergency Preparedness & COOP information.
 - b. Arkansas FEA to provide information on their activities and initiatives to federal leaders in Arkansas.
 - c. Houston FEB that is responsive to their needs and will be used for registration forms for upcoming events and training.
27. FEB office maintains a website, Facebook page and Twitter account for the FEB.
28. The Executive Director is a member of the Urban Design Committee, appointed by the Mayor of Oklahoma City and attends meetings to ensure that any new construction in that area is done in compliance with ADA requirements.
29. The Executive Director attends the quarterly Community Relations Board hosted by the Warden of the Federal Transfer Center, a community outreach effort which brings community leaders, as well as federal, state, and local government leaders together.
30. The Oklahoma FEB Office regularly assists federal agencies in Oklahoma to “connect” to coordinate the availability of excess property with an agency needing the items.

Performance Improvement

Efforts to increase capacity in the FEB office:

- Continue to automate as much as possible, utilizing Intuit for credit card processing which automatically emails receipts to the cardholder.
- Provide leadership development details in the office for time-specific projects, activities and initiatives.
- Utilize web-based resources to store photos for our annual awards program and the 10-month Leadership FEB program. This enables participants to upload their photos of each day so they could be shared with the entire group. This also enables federal agencies to include photos of their employees in intranet communications, internal newsletters, and reports to HQ in an expedited fashion.

2014 ADR and Training Cost Avoidance Form for OPM
Oklahoma Federal Executive Board

Combined Federal Campaign (CFC)-2013 Total Contributions	\$3,521,029.00
---	-----------------------

<u>Awards and Recognition</u>	Number of Attendees	# of Awards Presented
FEB Employee of the Year Awards	275	73

<u>Shared Neutrals Program</u>	Number of Cases Accepted	Number of Cases Resolved	Cost Avoidance Per Resolution	Total Cost Avoidance Realized
Workplace Dispute:	18	10	\$18,318.98	\$183,189.80
Pre-EEO Complaint:	17	11	\$74,881.29	\$823,694.19
Totals:	35	21		\$1,006,883.99

FEB- Sponsored Training Sessions	Market Price	FEB Price	Cost Savings	Number of Attendees	Estimated Cost Avoidance
Resilient Accord	\$1,272.75	\$0.00	\$1,272.75	9	\$11,450.25
COOP Training- L- 550	\$3,440.00	\$0.00	\$3,440.00	25	\$86,000.00
<i>EMERGENCY PREPAREDNESS</i>			<i>SUBTOTAL</i>	<i>34</i>	<i>\$97,450.25</i>
Pre-Retirement Seminar 2 - ½ day sessions	\$1,116.25	\$0.00	\$1,116.25	91	\$101,578.75
Ft. Sill Detail (60 + days)	\$11,318.70	\$0.00	\$11,318.70	1	\$11,318.70
Extraordinary Results Training	\$643.45	\$0.00	\$643.45	24	\$15,442.80
Leadership FEB 2014 Class	\$2,540.00	\$750.00	\$1,790.00	39	\$69,810.00
Leadership FEB 2014 Class	\$2,540.00	\$0.00	\$2,540.00	1	\$2,540.00
Financial Wellness Workshop (Primerica)	\$199.00	\$0.00	\$199.00	14	\$2,786.00
USDA Detail (4 months)	\$12,556.50	\$0.00	\$12,556.50	1	\$12,556.50
Power of Persuasion	\$663.33	\$0.00	\$663.33	21	\$13,929.93
Encore Entrepreneur Workshop	\$997.00	\$0.00	\$997.00	22	\$21,934.00
Pre-Retirement Seminars-Full Day	\$901.20	\$0.00	\$901.20	61	\$54,973.20
Exceptional Leader Training	\$794.20	\$0.00	\$794.20	16	\$12,707.20
Training Rooms for Agencies	\$250.00	\$0.00	\$250.00	8	\$2000.00
<i>WORKFORCE DEVELOPMENT & SUPPORT TRAINING</i>			<i>SUBTOTAL</i>	<i>296</i>	<i>\$321,577.08</i>
		GRAND	TOTAL:	330	\$419,027.33

FEB Agreement w GSA for federal employee parking	Lease Agreement	Amt Paid per space	#Parking Spaces	# of Months	Revenue Recovery
Muskogee	GS-07B(S)-2272	\$18	51	12	\$11,016.00
Oklahoma City	GS-07B-2048-Initial	\$97	43	1	\$4,171.00
		\$97	39	1	\$3,783.00
		\$97	42	1	\$4,074.00
		\$97	36	2	\$6,984.00
		\$97	35	2	\$6,790.00
		\$97	37	1	\$3,589.00
		\$97	38	1	\$3,686.00
		\$97	44	2	\$8,536.00
		\$97	43	1	\$4,171.00
Oklahoma City	GS-07B(S)-2146-Mod 1	\$35	49	12	\$20,580.00
			Total:		\$77,477.00