



# INTERAGENCY CONNECTION

215 Dean A. McGee, Suite 153, Oklahoma City, OK 73102

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

(405) 231-4167

## Chair's Corner



**Public Service Recognition Week** is the first full week of May. **Public Service Recognition Week** has been celebrated the first

Monday through Sunday in May since 1985. This is a time set aside each year to honor the men and women who serve America as federal, state and local government employees.

Throughout the nation and around the world, public employees use the week to educate citizens about the many ways in which government serves the people and how government services make life better for all of us. Watch for the June newsletter that will list this year's nominees and winners in the categories of competition!

One of the President's initiatives is encouraging **Health and Wellness**. A multiple agency collaborative has resulted in a website called "Feds Get Fit" ([www.fedsgetfit.gov](http://www.fedsgetfit.gov)) which showcases various efforts, events, and programs across the nation that support healthy lifestyles. In March, this program solicited 'healthy recipes' from federal employees. Winners were selected from DC and each of the participating FEB locations.

Karen Mae Burgos from the Social Security Administration, Lawton, OK office was

selected as a finalist with her Greek Harvest Salad recipe (provided on page 3). We want to congratulate her and thank all the federal employees from Oklahoma who participated in this national competition.

Our Federal Executive Board has two remaining **Leadership Development** opportunities left for this summer. Both have registration forms available in this newsletter for your convenience. With the ever increasing frequency of challenges in our workplace, the workshop in June is scheduled to renew, refresh and remind us that we should be challenging life rather than the other way around.

The two-day **supervisory training** scheduled for August is also an opportunity for Leadership Development. The issues addressed exist throughout our organizations and at all levels. To be effective leaders, we should be cognizant of the impact and influence of technology on interpersonal relationships in the workplace that also has an effect on our overall efficiency.

I look forward to seeing you at any of our many events!

Samuel D. Jarvis, Chairman

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## Changes coming to FEHBP

Among provisions in the health care law that will affect federal employees:

### 2011

- Adult dependent children of federal employees who have not turned 26 will receive Federal Employees Health Benefits Program coverage.
- Over-the-counter drugs such as aspirin and medical items such as bandages no longer will be qualified expenses under flexible spending accounts. Prescription drugs and insulin will remain eligible for FSA reimbursement.

### 2013

- Pretax flexible spending accounts will be limited to \$2,500 per year. The government currently caps FSAs at \$5,000 meaning feds who max out their accounts could lose \$800 per year in taxes.
- The threshold for deducting large medical expenses from taxes is increased from 7.5 percent of one's adjusted gross income to 10 percent for people under 65. Anyone 65 or older will keep the 7.5 percent threshold for itemized medical expense deduction.

### 2018

- A 40 percent excise tax targeting high-cost health plans goes into effect. Self-only plans with total annual premiums of more than \$10,200 and family plans with total annual premiums of more than \$27,500 will be subject to the plan in its first year, unless, by that time, premiums for FEHBP's Blue Cross standard plan have risen faster than expected. In that case, Blue Cross standard premiums would be used to set the initial thresholds.

SOURCE: Federal Times research (4/5/10)

## Pre-Retirement

Visit: [www.opm.gov/retire/pre/index.asp](http://www.opm.gov/retire/pre/index.asp)

Retirement benefits are among the important benefits of Federal employment. It's never too early to start planning for your retirement. In this section of the OPM website, prospective Federal employees, current Federal employees, and HR specialists can find information about Federal retirement benefits. From the menu items at the left, you will find information about the following:

**CSRS Retirement** – Most Federal employees will be in one of two retirement systems. The Civil Service Retirement System (CSRS) originally covered employees first employed prior to 1987. This section provides information for employees covered under CSRS including types of retirement, eligibility, and computation rules.

**FERS Retirement** - The Federal Employees Retirement System (FERS) is the newest retirement system generally covering employees employed after 1987 and those who voluntarily switched from CSRS. This section provides information for employees covered under FERS including types of retirement, eligibility, and computation rules.

**FERCCA** - Federal Erroneous Retirement Coverage Corrections Act (FERCCA). Some employees have ended up in the incorrect retirement system. This section provides information and options for identifying and correcting these problems.

**Planning for Retirement** – Here you can find specific steps, information, and tools you should use to plan your retirement. This includes information for employees five years, one year, and less than one year from retirement.

**Death of Employee** – In the event that a Federal employee dies, monthly or lump sum benefits may be due. This section describes the benefits and rules.

**Benefits Resources Officers Resources** – Human Resources Practitioners are responsible for the successful management of employee retirements from Federal agencies. This site assists you by providing the tools, resources, and guidance to manage your agency's retirements effectively.

Visit OPM's website for full articles on each issue.



## Spotlighting Information in Public Service Did You Know...

The healthy recipe challenge, conducted in March, was a part of the FedsGetFit (FGF) wellness initiative. The recipe challenge was designed as a fun and interactive way for federal employees to share recipes with their colleagues that will encourage healthy lifestyles.

Winners were selected from DC and each of the participating FEB locations.

***Oklahoma's Winner is Karen Mae Burgos from the Social Security Office in Lawton!***



Karen Mae is a graduate of the University of Nebraska at Omaha with a B.A. in Spanish. She began her career with Social Security in 2002 as a Bilingual

Service Representative in Omaha, NE. In March of 2009, she was selected as the Assistant District Manager in Lawton, OK. In April of 2010 she was selected for the position of Disability Processing Specialist in the Mid-America Program Service Center. Karen Mae is known for her high energy, creativity, and automation expertise. She enjoys spending time with her daughter, Talía, and volunteering.

Karen Mae's submission is a natural healthy lunch, full of fresh vegetables and fruits, and provides energy for the second half of your day. The blueberries and cherries are good sources of antioxidants. The tomatoes are a good source of lycopene. The walnuts, milled flax seed, and flax seed oil are rich in Omega-3 fatty acids. The grapes are good sources of vitamin A, B, B6, and folate. The carrots are rich in dietary fiber and minerals. The spinach is a good source of iron. In addition, it is gluten free, very satisfying, and only 432 healthy calories. (Calories were calculated from [www.thecaloriecounter.com](http://www.thecaloriecounter.com).)

### Greek Harvest Salad

Item	Quantity for one salad	Calories
Spinach Leaves (fresh)	1.5 oz	10
Cherry tomatoes (fresh)	6	18
Blueberries (fresh)	25	20
Red seedless grapes (fresh)	10	20
Carrots (shredded)	1/3 cup	15
Raw walnuts (halves)	8	106
Dried cherries	8	132
Milled flax seed	1/2 tbsp.	30

Add these items on the day of eating the salad:

Flax seed oil	1/2 tbsp.	60
Chicken Breast (Oscar Mayer oven-roasted, fat free)	2 slices (Cubed)	22
Feta Cheese	1/4 cup	99

Step-by-step preparation and cooking/baking directions:

In an 1150 ml container add the spinach leaves, cherry tomatoes, blueberries, grapes, shredded carrots, walnuts, and dried cherries. Sprinkle the milled flax seed over the salad. For an easy healthy daily lunch, these items may be preassembled in multiple containers.

Depending on the quality of the items, the salad keeps for seven to ten days. On the day you will eat the salad, sprinkle the flax seed oil over the salad and add the cubed chicken breast and feta cheese. The grapes and dried cherries really make the salad.





## Getting to Know the Prohibited Personnel Practices

*MSPB is taking a fresh look at Federal management “don’ts.”*

Sometime back I wrote a column on why the merit principles are so important to the practice of human resources in the Federal Government. As I noted then, the merit principles represent good management practices that underpin the successful operation of any organization. By the same token, prohibited personnel practices (PPPs) are behaviors that will undermine the performance and credibility of any organization. But do most Federal workers know what these practices are?

There are 12 prohibited personnel practices (5 U.S.C. § 2302), including, in short:

1. Discriminating on the basis of any number of personal characteristics in employment decisions;
2. Considering recommendations that are not job-related and based on personal knowledge of the employee or applicant;
3. Coercing political activity;
4. Deceiving or obstructing a person from competing for employment;
5. Influencing anyone from withdrawing from competition;
6. Providing an unauthorized preference or advantage to an employee or applicant;
7. Giving employment advantages to relatives;
8. Retaliating against a whistleblower, whether an employee or applicant;
9. Retaliating against employees or applicants for filing an appeal, complaint, or grievance
10. Discriminating based on personal conduct that is not job related;
11. Violating veteran’s preference requirements; and
12. Violating the merit principles.

All of these prohibitions are important because

they ensure that managers treat employees fairly and equitably and that employees are provided their due process rights in terms of employment decisions. Avoiding each of these PPPs is critical since the existence of even one of these actions can poison the working environment in any organization.

Over the years, the MSPB has looked at the extent to which PPPs are occurring in the Federal workforce through the Merit Principles Surveys that we conduct every 3 or 4 years. As noted in our 2008 report, *The Federal Government: A Model Employer or a Work in Progress*, our survey results indicate that the Government has made substantial progress in achieving a workplace that is, and is perceived as, free of discrimination. Reports of discrimination based on ethnicity, race, sex, and age have dropped dramatically from 1992 to 2007, while reports of discrimination based on disability, religion, marital status, and political affiliation have remained low.

Similarly, the percentage of employees who believe that they have been retaliated against for exercising their right to file an appeal, reporting an unlawful behavior, or disclosing a safety danger has fallen in recent years. The percentage of employees who reported retaliation in 2005 for engaging in a specific protected activity, however, was actually quite close to the percentage of employees who reported engaging in that activity—suggesting that most people who reported disclosing wrongdoing believe that they were retaliated against for doing so.

*John Crum*

Director, Policy and Evaluation

*Extracted from MSPB Director’s article, to read entire article, view their February newsletter*



# GSA REGISTRATION FORM

*FLEET, PROPERTY & PROCUREMENT SEMINAR*

*WEDNESDAY MAY 19, 2010 (9:00 AM – 4:00 PM)*

**Metro Tech Springlake Campus Conference Center  
1900 Springlake Drive, Big Dipper Room  
Oklahoma City, OK 73111**

NAME: \_\_\_\_\_

AGENCY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE NO: \_\_\_\_\_

FAX NO: \_\_\_\_\_

Email: \_\_\_\_\_

**Registration ends THURSDAY, MAY 13, 2010**

Via e-mail to richard.christensen@gsa.gov Or fax your registration to: 405-231-4660.

FOR INFORMATION, PLEASE CONTACT:

Kerry Wright	405-231-4436	kerry.wright@gsa.gov
Brian Talley	405-231-4825	brian.talley@gsa.gov
Eddie Panko	405-231-5801	eddie.panko@gsa.gov

***There is no cost for this training.***

The following topics will be covered during this training session:

- ❖ Vehicle Ordering
- ❖ Wright Express Fuel Card
- ❖ Mileage Reporting
- ❖ Alternative Fueled Vehicles
- ❖ Accident Reporting
- ❖
- ❖ GSAAdvantage
- ❖ E-Library
- ❖ Green Purchasing
- ❖ Global Supply
- ❖
- ❖ What GSA Does for You in Property Disposal
- ❖ *Disposal of Computers/Electronics*
- ❖ GSAXCESS.GOV guidelines
- ❖ Utilization/Donation/Sales Cycles
- ❖ Abandonment/Destruction Regulations
- ❖ Computers for Learning – CFL Program
- ❖ UNICOR Electronic Recycling Program



## UPCOMING EVENTS May 2010

<b>May 1, 2010</b>	<b>May Day</b>
<b>May 3, 2010</b>	<b>FEB Awards Program</b> NCED-Norman POC: FEB Office, 405-231-4167
<b>May 4, 2010</b>	<b>Nat'l Teachers Day</b>
<b>May 5, 2010</b>	<b>Cinco de Mayo</b>
<b>May 5, 2010</b>	<b>Agency Visits-Ada</b>
<b>May 6, 2010</b> 10:00 a.m.	<b>Executive Policy Council Mtg</b> VA Medical Center POC: FEB Office, 405-231-4167
<b>May 7, 2010</b>	<b>Agency Visits-Oklahoma City</b>
<b>May 9, 2010</b>	<b>Mothers Day</b>
<b>May 11, 2010</b>	<b>Agency Visits-Lawton</b>
<b>May 12, 2010</b> 07:30 a.m.	<b>Mayors Committee on Disability Concerns</b> POC: Diana Hubbard, 405-297-4544
<b>May 12, 2010</b> 2:00 p.m.	<b>Emergency Preparedness Council</b> USDA-APHIS 12304 Market, OKC POC: FEB Office, 405-231-4167
<b>May 13, 2010</b> All Day	<b>Leadership FEB</b> FCI-El Reno POC: FEB Office, 405-231-4167
<b>May 19, 2010</b> 10:00 a.m.	<b>Interagency Training Council</b> TBD POC: Carol Smith, 405-425-4499
<b>May 20, 2010</b> 5:00 p.m.	<b>Federal Employees Care Council</b> Ronald McDonald House POC: Tom Burton, 405-954-0625
<b>May 28, 2010</b> 12:00 noon	<b>Naturalization</b> US District Court, 200 NW 4 <sup>th</sup> St, OKC POC: FEB Office, 405-231-4167

*There are really only three kinds of people. Those who don't succeed, those who achieve success temporarily, and those who become and remain successful. Having character is the only way to sustain success. No matter how talented or rich or attractive people are, they will not be able to outrun their character. (John C. Maxwell)*

## Your Federal Executive Board

“Federal Executive Boards (FEBs) are generally responsible for improving coordination among federal activities and programs in...areas outside of Washington, D.C...FEBs support and promote national initiatives of the President and the administration and respond to the local needs of the federal agencies and the community.” (GAO-04-384)

We applaud the efforts of the Oklahoma FEB Executive Policy Council members who ensure information is provided to direct our activities and efforts:

- Jim Akagi, US Drug Enforcement Administration
- Adrian Andrews, Special Agent in Charge, US Secret Service
- Laura Culberson, Director of Staff, Tinker AFB
- Larry Flener, Representative for the District Director, US Postal Service
- Scott Morgan, Director, US Postal Service National Center for Employee Development, Norman
- Dottie Overall, Director, Small Business Administration
- Lindy Ritz, Director, FAA Mike Monroney Aeronautical Center
- Betty Tippeconnie, Superintendent, BIA-Concho Agency
- David Wood, Director, VA Medical Center

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@gsa.gov no later than the 15<sup>th</sup> of each month.

### Officers:

**Chair:** **Sam Jarvis**  
Director, VA Regional Office  
Muskogee

**Vice-Chair:** **Jon Worthington**  
Administrator, Southwestern Power  
Administration, Tulsa

**Ex Officio:** **Kevin McNeely**  
US Department of Housing and  
Urban Development  
**Mike Roach**, U.S. Marshal  
US Marshals Service  
Western District of Oklahoma

### Staff:

**Director:** LeAnn Jenkins  
**Assistant:** Julie Murray



## Continuity of Operations (COOP) Excellent Series I Practitioners Certification



FEMA

In an effort to further support Continuity of Operations efforts of the federal agencies in Oklahoma, the Federal Executive Board is providing information on a FEMA developed certification program available to employees completing specific COOP training. There are two levels of COOP certification available and some of the required training is available through independent study, online.

Individuals completing the pre-requisites can apply for certification:

1. The FEMA Emergency Management Institute will issue all certificates
2. Send certificate requests and supporting information to LeAnn Jenkins, [LeAnn.Jenkins@gsa.gov](mailto:LeAnn.Jenkins@gsa.gov) or fax to 405-231-4165
3. Please include your name, organization (spelled out), work address, email address and phone number
4. Expect to wait up to six weeks to receive your certificate

### Submission for Certification Consideration

Name:	Agency:
Agency Address:	
Mailing Address:	
Phone:	Email:

Submit copies of training completion for each of the following courses, along with this registration form to the Federal Executive Board (info below). *No certificates have been issued for the Determined Accord exercise; provide date and location of attendance for verification.*

	<b>COURSE TITLE</b>	<b>Completed</b>
<input type="checkbox"/>	IS 546 or IS 546a: COOP Awareness Course,	
<input type="checkbox"/>	IS 547 or IS 547a: Introduction to COOP,	
<input type="checkbox"/>	IS-242 or equivalent E/L course: Effective Communication	
<input type="checkbox"/>	E/L/G 548: COOP Manager's T-t-T Course <u>or</u> E/G/L 549: Continuity of Operations (COOP) Program Manager Course <u>or</u> University of Maryland Preparing the States Continuity Courses <u>or</u> MGT 331 University of Maryland Preparing the States Continuity Course	
<input type="checkbox"/>	E/L 550: COOP Planner's T-t-T Workshop <u>or</u> IS 550: Continuity Planner's Workshop	
<input type="checkbox"/>	IS 100: Intro to Incident Command System (ICS) <u>or</u> ICS 100: Intro to Incident Command System <u>or</u> ICS 200: Incident Command System for Single Resources and Initial Action Incidents	
<input type="checkbox"/>	IS 230 or equivalent E/L course: Principles of Emergency Management <u>or</u> IS 230a: Fundamentals of Emergency Management	
<input type="checkbox"/>	IS 700a: Intro to National Incident Management System (NIMS) <u>or</u> IS 700	
<input type="checkbox"/>	IS 800-B: A National Response Framework (NRF), An Introduction	
<input type="checkbox"/>	E 136 or IS 139: Exercise Development Course/Exercise Design Course/ <u>or</u> COOP Exercise Design/ Development T-t-T Course,	
<input type="checkbox"/>	Complete attendance in continuity exercise Determined Accord (Pandemic Preparedness) <u>or</u> IS 520: Intro to Continuity of Operations Planning for Pandemic Influenzas <u>and</u> IS 522: Pandemic Influenza Exercise Course (both independent study courses are required)	
<input type="checkbox"/>	NARA/CoSA Vital Records Training (optional recommended)	

*Successful completion of the above criteria will make you eligible to become a certified Professional Continuity Practitioner*

Submit registration and copies of training certificates by fax to: 405-231-4165 (Attn: LeAnn Jenkins)



# Effective Qualities for Today's Supervisor (a leadership/supervisory development program)



Date:	August 25-26, 2010 (or can choose either day)
Time:	8:00 a.m. Registration 8:30-4:00 Training
Location:	Clarion Hotel & Convention Center, 737 S. Meridian, Oklahoma City
Cost:	\$100.00 for one-day \$175 for both
Instructor:	Larry Fisher is retired from the Oklahoma Office of Personnel Management and provides management and supervisory training for government organizations.

<p><input type="checkbox"/> <b>August 25<sup>th</sup>, 2010</b></p> <p><b>Using 3-D Leadership to Achieve Maximum Results:</b> As we move more and more into a 2-dimensional world of computer monitors, Bluetooth technology, and the Blackberry's glow, we also move further and further from the world of real people, real situations, and real humans as leaders. This session will help you get back in touch with what really works in leadership. We examine four famous leaders as they applied the 3-D Leadership concepts to achieve organizational success.</p> <p><b>Face-to-Face Communications:</b> In the world of Twitter, Blackberry, and email we may be losing the ability to get our message across during face-to-face situations. Review the basics of oral communications and practice both verbal and non-verbal communications tools.</p>	<p><input type="checkbox"/> <b>August 26<sup>th</sup>, 2010</b></p> <p><b>Motivating a Workforce in Difficult Times:</b> When budgets are being cut and resources reduced, workers tend to hunder down and hide. Supervisors and managers have an opportunity here to help workers find the motivation needed to perform at their highest level. As the old saying goes, this could be their finest hour.</p> <p><b>Humor-Enriched Supervisor:</b> The best organizations use humor to make the workplace challenging and exciting. This session describes how this can be done in most organizations. We will develop a humor perspective, learn to develop joy in adversity, and practice humaerobics. Be prepared to laugh during the day without ever hearing the instructor tell any jokes.</p>
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I have marked which day I wish to attend at the \$100 rate.

I have marked both days and understand that I receive the discounted rate of \$175.

### Registration

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

Phone \_\_\_\_\_ Email \_\_\_\_\_

Method of payment:  Cash  Government Voucher  Credit Card

Mail registration to:	Federal Executive Board 215 Dean A. McGee, Ste 153 Oklahoma City, OK 73102
Or fax to:	405-231-4165

Cancellation Policy: Understanding that unforeseen circumstances may preclude an individual from attending, refunds and cancellations will be permitted through August 18, 2010. However, after that date, registrations must be honored by the individual or agency involved. If you are unable to attend, substitute attendees are authorized and encouraged!





## The Changing Face of Federal Supervisors

The evolving workplace and workforce is changing the roles and characteristics of Federal supervisors and managers. Federal jobs, employees, and supervisors look much different than they did a decade ago. It is important to understand how the terrain has changed so that we can anticipate, prepare for, and even capitalize on these changes. MSPB's recent report, *As Supervisors Retire: An Opportunity for Organizational Change*, examines the characteristics of Federal supervisors and managers to identify how the face of Federal supervisors is changing. We found several noteworthy trends.

First, the representation of women and minority group members among the supervisory and management ranks is increasing and is anticipated to continue to increase as these employees are provided more advancement opportunities across their careers.

Second, the average length of service is decreasing among supervisors. Therefore, as younger employees enter Federal service to replace a retiring senior base, the proportion of experienced leaders is diminishing. As less experienced employees enter the workforce, there will be a greater need for good supervision. In response, agencies should find ways to transmit institutional knowledge to the emerging leadership corps. Mentoring and coaching programs, succession plans, and job rotations have been used successfully to deepen and broaden organizational knowledge.

In addition, non-supervisors are becoming educated at rates faster than supervisors and managers. This increase in education level coincides with the emergence of a knowledge-based workforce. Supervisors face new challenges in managing a more educated workforce and will need to adapt

their leadership style to capitalize on the abilities of increasingly independent, professional, and educated workers. This may include developing more collegial supervisor-subordinate relationships and empowering workers. The shift toward knowledge-based work also affects how supervisors are selected, trained, and appraised. Each of these activities must take into account competence and comfort with these changing supervisor-subordinate dynamics.

Data from the Central Personnel Data File indicates that over the past decade, the ratio of employees to supervisors has decreased from about 8 to 7.5. This may be the result of supervisors spending more of their time on supervisory, rather than technical responsibilities. It is important for agencies to examine supervisory ratios to ensure that supervisors have appropriate time to devote to the number of non-supervisors under their direction.

The face of the Federal supervisor and manager is changing, along with the conditions under which they lead. Supervisors are increasingly likely to be women and minority group members. They will likely have fewer years of experience. Additionally, those they supervise will be more professional, better educated, and have changing expectations and motivations. In response, Federal supervisors must adapt to meet the challenges of the dynamically evolving workplace. For more information on supervisory trends, see our report at [www.mspb.gov](http://www.mspb.gov).

*Taken from the Issues of Merit, a publication of the U.S. Merit Systems Protection Board, Office of Policy and Evaluation, February 2010 edition.*



## **Fair and Equitable Treatment in the Federal Government: Are We There Yet?**

*A new MSPB report finds both progress and opportunity in achieving fair and equitable treatment in the Federal workforce.*

In the recently released Merit Systems Protection Board (MSPB) report, *Fair and Equitable Treatment: Progress Made and Challenges Remaining*, we examined trends in the composition and opinions of the Federal workforce. We compared these trends to those published in our 1996 fair and equitable treatment report. Overall, we found that progress has been made toward achieving a workforce consistent with the ideals of the merit system principles.

As an example, the Federal workforce has become more diverse, corresponding to changes in the U.S. population. Additionally, a growing percentage of Federal employees believe they have been treated fairly, while fewer perceive discrimination based on ethnicity, race, gender, and age.

However, as the report title indicates, challenges remain. First, the Federal Government has yet to achieve a workforce “representative of all segments of American society.” For example, African American, Hispanic, and American Indian employees do not hold higher-graded, or supervisory positions at rates comparable to their representation in the

overall Federal workforce. Similarly, the Federal Government has few Asian/ Pacific Islanders at the senior executive level, despite their comparatively high employment in professional occupations.

Second, although survey data indicates that employees perceive that overt race-based discrimination occurs less often than reported in the previous study, employees do not believe that the Federal Government is blind to ethnicity and race, or is free of discrimination. Nearly one in four employees still believe that their ethnicity/race is a liability in terms of career advancement.

While fewer employees reported that they were personally discriminated against than in the previous study, over half of African American employees reported “great” or “moderate” discrimination against African Americans on the job. Such perceptions can hinder efforts to recruit a diverse workforce, discourage high-performing employees from seeking advancement, and deprive agencies— and the American public—of Federal employees’ full talents and best efforts.

Third, the Federal Government needs to do more to allocate opportunities—as well as positions—equitably. Employees in ethnic/racial minority groups were less likely to have received career-building opportunities, such as acting supervisor assignments or high-profile, critical projects. That matters because such roles can afford employees valuable experience, high visibility, and an “inside track” on future promotions.

Finally, agencies need to devote more attention to the “merit” in their merit systems. Employees of all ethnic/racial groups expressed concern that personal connections inappropriately influence personnel decisions. Over 70 percent of employees reported that some supervisors practiced favoritism. When we asked employees the reasons they thought people were promoted in their organization, the most popular response by far was “who you know” at 72 percent—not competence (40 percent) or hard work (36 percent).


Although much has been achieved, much remains to be done. Fortunately, much can be done. The report, including the findings and recommendations, is available on the “MSPB Studies” page at [www.mspb.gov](http://www.mspb.gov).

*Taken from Issues of Merit, a publication of the U.S. Merit Systems Protection Board, Office of Policy and Evaluation, February 2010 issue*



## Taking Control of Your Daily Demands: Are You Challenging Life or Is Life Challenging You? (a leadership/supervisory development program)



Date:	June 15, 2010
Time:	7:30 a.m. Registration 8:00-4:00 Training
Location:	Clarion Hotel & Convention Center, 737 S. Meridian, Oklahoma City
Cost:	\$135.00
Instructor:	 <p>Mark Towers is the founder of Speak Out Seminars. He has been educating people in change management workshops throughout the United States, Europe, South Africa, Mexico and Canada for eighteen years. His educational, motivational and entertaining programs have provided people with the tools to truly transform their lives.</p> <p>Mark combines his background as a consultant, manager, teacher, coach, professor, therapist, broadcast personality and professional speaker to help you become a more polished, powerful and profitable individual, team or company. He is the author of eight books, three audiocassettes and one compact disc.</p> <p>Mark has earned two degrees from the University of Iowa. He received his bachelor's degree in Secondary Education in 1972 and his master's degree in Counseling Psychology in 1977. After spending several years in the education field he became a professional speaker for audiences such as ABC-TV, Hallmark Card, AT&amp;T, Merrill Lynch, GTE and many government agencies.</p> <p>Mark Towers' research has been very extensive. Change in today's only constant. In order to cope with the current environment of "permanent white water," one must be able to continuously reinvent. Mark applies his intelligence, experience, humor and wisdom to nudge you in a new direction. Listen to the expert in managing change and you will be impacted with his positive and creative strategies for comparing with change.</p>
Topic:	<p>Living and working in today's do-more-with-less-and-do-it-faster world requires that you have your "act together." This "hands-on, how-to" seminar will provide tools that can be immediately implemented in your personal and working life. This (1) Educational (2) Motivational and (3) Entertaining session will promise a lot and deliver more. Come join us for a one-of-a-kind event. <i>During this high-content program, these are some of the things that you will learn:</i></p> <ul style="list-style-type: none"> <li>*The best model for managing your time and energy.</li> <li>*How to deal with setbacks as well as successes.</li> <li>*Secrets of success from "movers and shakers" who get things done and positively impact those around them.</li> <li>*How to stay focused and not get distracted from the important stuff.</li> <li>*Communication skills that get the results you desire.</li> </ul>

### Registration

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

Phone \_\_\_\_\_ Email \_\_\_\_\_

Method of payment: [ ] Cash [ ] Government Voucher [ ] Credit Card

Mail registration to:	Federal Executive Board 215 Dean A. McGee, Ste 153 Oklahoma City, OK 73102
Or fax to:	405-231-4165
Or email to:	Julie.Murray@gsa.gov

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SUN	MON	TUES	WED	THUR	FRI	SAT
<b>30</b>	<b>31</b> <i>Memorial Day</i>		May 2010			<b>1</b> <i>May Day</i>
<b>2</b>	<b>3</b> FEB Awards	<b>4</b> <i>Nat'l Teachers Day</i>	<b>5</b> Agency Visits-Ada Cinco de Mayo	<b>6</b> Executive Policy Council	<b>7</b> Agency Visits- OKC	<b>8</b>
<b>9</b> Mothers Day	<b>10</b> 1:00 FEB Network Conf Call	<b>11</b> Agency Visits- Lawton	<b>12</b> 2:00 Emgcy Prep	<b>13</b> Leadership FEB	<b>14</b>	<b>15</b>
<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b> 10:00 ITC	<b>20</b> 5:00 FECC	<b>21</b>	<b>22</b>
<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>

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