



INTERAGENCY CONNECTION

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

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

(405) 231-4167

Chair's Corner



Happy New Year!

The FEB office works diligently to keep our list of agency leaders up-to-date; however, it is a task “without end”. During this typical season for

retirements and new appointments, we would appreciate you contacting the FEB Office, at 405-231-4167 if there has been a change in the leadership of your Oklahoma federal agency. Whether you plan to retire or will be leaving for another post, the FEB staff will know to follow up in the next month or so to obtain information on your replacement to update the *FEB Directory*, schedule the traditional agency visit (FEB Orientation), and document the information for our Emergency Communication System.

With the “hazardous weather” season approaching, we want to be sure we have the correct contact information for our communications.

We appreciate your assistance with this administrative task that is so important in keeping our contact information up-to-date for federal agency leaders in Oklahoma.

I would like to take this opportunity to remind our leaders that our FEB's *2012 Hazardous Weather and Emergency Communications Plan* has been posted on our website and can be downloaded from:

www.oklahoma.feb.gov/Forms/2012HazCoordinationFinal.pdf

Our *2012 Leadership FEB* program has had a “jumpstart” through agencies pre-registering employees. We currently have five participants for this program that we try to limit to 20 participants each year. To be fair to all, a pre-registration form for this coveted program is included in this newsletter for agencies that wish to ensure they have employees in the 2012 class. With severe budget constraints, this seems to be the “best deal going” for leadership development and I'm pleased we can offer this program for federal employees in Oklahoma.

The Executive Director is still working on scheduling each month's visit and dates for the class; however, since we already have some people registered, we thought it appropriate to open for everyone. The class typically runs from March through October each year, meeting one day each month; however, the 2011 class had one day scheduled in December, which I had the honor of hosting half the day for their graduation. I want to thank Federal Highway Administration for hosting the afternoon session!


A. D. Andrews, Chairman

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Sick Leave Requests Deserve careful review of all factors

Taken from Federal Times "Ask the Lawyer" article, dated November 14, 2011

Federal workplaces are inconsistent on how and when they grant or deny sick leave. Some agencies grant any sick leave request, and some might deny or challenge a request when the employee has a clear right to it.

Paid time off is authorized:

- ▷ For medical incapacitation of the employee or a family member.
- ▷ To arrange or to attend a funeral of a family member.
- ▷ For the adoption of a child.
- ▷ For medical appointments for the employee or a family member.
- ▷ To care for a family member with a serious health condition.
- ▷ Because someone has a contagious illness.

Most questions about sick leave approval occur when the employee claims incapacitation as the basis for sick leave. It is often impractical for an employee to request sick leave in advance if he is incapacitated.

Most agencies allow an employee to self-certify the first three days of a sick leave absence because of a medical incapacitation. Self-certification is a serious matter, and if the employee is lying to justify sick leave, the employee can be prosecuted. The practical problem is proving the employee is lying.

Because managers sometimes doubt an employee is really sick, Office of Personnel Management regulations allow an agency to request medical evidence of an incapacitation for any unscheduled absence.

To implement this authority, the agency should issue a leave restriction letter telling the employee that the usual practice of self-certification for the first three days of absence no longer applies to that employee, and for a specified period any request for sick leave will be disapproved unless it is accompanied by medical evidence.

OPM regulations allow an employee 15 days to provide requested evidence. In the meantime, the sick leave should be disapproved and the employee placed in an absence without leave status (AWOL). If acceptable medical evidence is produced, the AWOL must be changed and sick leave approved.

Sometimes, an employee who is on leave restriction or who is out with an illness for more than three days produces vague and general doctor's notes. The

manager has a right to reject medical evidence that does not show that the employee was incapacitated. In such a case, the manager should advise the employee of why the note is insufficient and provide time for a more detailed explanation from the doctor or other health professional.

The employee may balk at providing private, sensitive information to the supervisor. While the supervisor has a right to information that establishes incapacitation, the better practice is to allow the employee to confidentially submit detailed documentation to a trusted neutral source such as a public health service doctor or employee relations official.

The manager could then accept the neutral source's judgment about incapacitation without needing details of the employee's private medical condition.

Another issue is timing on sick leave requests. A sick leave request for a medical appointment is required in advance. An employee who calls at 9 a.m. and says he has a dental appointment without having requested it in advance can hear a "sick leave denied" answer unless the appointment was for an emergency.

OPM regulations also require, to the extent possible, advance requests for sick leave to arrange or attend a family funeral, to adopt a child or to care for a sick family member.

When an employee requests sick leave to care for a family member with a serious health condition, a manager may require additional medical information concerning the family member's need for psychological or physical care. That information is required to certify that the family member would benefit from the employee's care or presence for a specified time.

Most often, an employee will easily be able to obtain sick leave by showing the request fits one of the categories for which sick leave may be taken. When a question arises, it is often because of a pattern of unscheduled absences. A leave restriction letter may remedy this and help a doubting supervisor.

The bottom line: If an employee requests sick leave an advance, if possible, and produces administratively acceptable evidence to show the request fits an authorized sick leave category, the sick leave must be granted.

Bill Bransford is managing partner of Shaw, Bransford & Roth in Washington.



Spotlighting Information in Public Service

Did you Know.....



Check for the Purchase of Alaska (1868)

With this check, the United States purchased Alaska from Russia for \$7.2 million.

In 1866 the Russian government offered to sell the territory of Alaska to the United States. Secretary of State William H. Seward, enthusiastic about the prospects of American Expansion, negotiated the deal for the Americans. Edouard de Stoeckl, Russian minister to the United States, negotiated for the Russians. On March 30, 1867, the two parties agreed that the United States would pay Russia \$7.2 million for the territory of Alaska.

For less than 2 cents an acre, the United States acquired nearly 600,000 square miles. Opponents of the Alaska Purchase persisted in calling it “Seward’s Folly” or “Seward’s Icebox” until 1896, when the great Klondike Gold Strike convinced even the harshest critics that Alaska was a valuable addition to American territory.

The check for \$7.2 million was made payable to the Russian Minister to the

United States Edouard de Stoeckl, who negotiated the deal for the Russians. Also shown here is the Treaty of Cession, signed by Tzar Alexander II, which formally concluded the agreement for the purchase of Alaska from Russia.

(Information excerpted from Stacey Bredhoff, *American Originals* [Seattle: The University of Washington Press, 2001], p. 58.)

Citation: Cancelled check in the amount of \$7.2 million, for the purchase of Alaska, issued August 1, 1868; Records of the Accounting Officers of the Department of the Treasury; Record Group 217; National Archives. The Russian exchange copy of the Treaty of Cession, March 30, 1867, General Records of the United States Government; Record Group



Are federal buyout incentives worth taking?

By Kellie Lunney klunney@govexec.com December 30, 2011

More than a few employees in and outside government dream of being paid to leave their jobs. In an ideal world, workers would take the money and run, as the Steve Miller Band advised in the 1976 song, to another job or to a well-deserved retirement. But this is not an ideal world, and when it comes to buyouts, federal employees might be better served to heed the wisdom in another 1970s song, The Gambler: "You've got to know when to hold 'em, know when to fold 'em."

The reality is, for most people, \$25,000 just doesn't stretch as far as it once did. That's the maximum amount of cash -- before taxes -- available to eligible federal employees in buyouts, or voluntary separation incentive payments, as they are known in government jargon. After taxes, the amount shrinks to about \$16,000 or \$17,000, according to Arthur Stein, a certified financial planner with SPC Financial in Rockville, Md., who counts many federal employees among his clients.

For workers who are not planning an imminent retirement already and for those enrolled in the [Federal Employees Retirement System](#) -- which is the bulk of the government workforce -- taking a buyout can mean losing more money over time. "I don't think it's much of an incentive," says Stein. "The key question is can you afford to take a buyout?"

Stein says FERS employees who accept a buyout risk reduced Social Security benefits and losing the employer match in the Thrift Savings Plan, the government's 401(k)-style program. On the other hand, buyouts can be strong incentives for those planning to retire in any event, or for those employees covered under the [Civil Service Retirement System](#). CSRS participants receive up to 80 percent of their annuity but are not eligible for Social Security or [TSP](#) benefits.

The federal buyout of \$25,000, however, is "just not a lot of money," Stein says. Employees in the private sector who accept buyouts often can receive up to one year's salary. The 2002 Homeland Security Act allowed non-Defense agencies to seek buyout authority from the [Office of Personnel Management](#) when appropriate to manage the workforce, capping the pay out at

\$25,000. Congress is unlikely to increase that figure in the middle of a federal pay freeze and fights over government spending.

While the benefit of a buyout from an employee's perspective depends on individual circumstances, the advantages to agencies are clear. In recent months, agencies increasingly have turned to buyouts and early retirement packages as a way to save money and to avoid potential layoffs or furloughs in the face of impending budget cuts over the next decade. Agencies can combine the cash incentives with early-out options, which provide an early retirement with a reduced pension to eligible employees who are 50 or older and have 20 years of service, or those who have 25 years of service at any age. It's a more attractive option for agencies looking to downsize or reshape their workforce. It's also cheaper: Laying off employees still costs money because those workers are entitled to severance pay.

The appeal of buyouts to agencies has grown after the failure of the joint select committee on deficit reduction to agree on a plan to reduce spending by \$1.2 trillion triggered across-the-board automatic spending cuts. Those cuts are slated to take effect in January 2013 unless Congress repeals sequestration. While there are no official figures available yet on how many employees accepted such incentives in 2011, tens of thousands were offered, and agencies en masse are sure to offer another round of buyouts heading into fiscal 2013.

In November, OPM Director John Berry sent a memo to agency human resources chiefs addressing the tools available to restructure the federal workforce, including buyouts, early outs, layoffs and reassignments. "The federal government is experiencing restructuring and downsizing in an increasing number of agencies," the memo stated. "As a result, some federal employees may ultimately find themselves in a position of having to transition to a new job."

The last time the government relied heavily on buyouts and early outs to reshape the federal workforce was during the 1990s as part of the Clinton administration's reinventing government (cont'd pg 6)



New performance system could lead to General Schedule overhaul

By [STEPHEN LOSEY](#) | Last Updated: Jan 3, 2012 FederalTimes.com

Early steps toward overhauling the six-decade-old General Schedule pay system for federal employees are being taken now at six agencies.

The agencies — the Veterans Affairs, Housing and Urban Development, Energy and Labor departments, the Coast Guard and the Office of Personnel Management — are pilot testing a new way to manage employee performance that could serve as a template for other agencies.

The performance management system is called GEAR, which stands for goals, engagement, accountability and results. The agencies will report on how those pilot projects are doing at a Jan. 18 meeting of top union and administration officials called the National Council on Federal Labor-Management Relations.

Improving performance management through the GEAR model is a first step toward the longer-term goal of overhauling the General Schedule (GS) system, an OPM official said in November.

"Effective and fair performance management systems need to be in place before we redesign federal pay systems to mirror nonfederal state-of-the-art pay systems," Justin Johnson, OPM's deputy chief of staff, said.

Rep. Dennis Ross, R-Fla., chairman of the House subcommittee that oversees the federal workforce, also has spoken about the need to reform the GS system. He eventually wants to put federal employees under a pay-for-performance system. But Fred Piccolo, Ross' chief of staff, said the congressman is not ready to say how or when that might happen.

"Pay for performance is an issue Chairman Ross believes in deeply," Piccolo said in an email last month. "However, with the long history of failed attempts [at] creating a program that works, it is something he wants to take time and study in developing."

That means GEAR will likely be the widest-ranging civil service reform enacted this year. The program does not make any structural

changes to federal personnel systems, but calls on agencies to create a culture of ongoing, continuous feedback between managers and employees. GEAR recommends that federal managers hold quarterly performance reviews with employees, called progress score cards, to improve communication and alert employees to any ongoing performance problems.

The program also recommends agencies improve how they select supervisors, and require mandatory training for new supervisors on how to manage employees' performance.

A working group of the National Council on Federal Labor-Management Relations concluded federal supervisors fail to provide staffs with regular, documented feedback on their performance. As a result, employees often learn about problems with their performance at evaluation time, when it is too late.

The working group said that if an employee is told about a problem during his first quarterly review and hasn't made progress by the second review, the manager should immediately place the employee on a performance improvement plan. If a manager still doesn't see progress by the third quarterly review, he should begin the process to reassign or fire the underperforming employee.

New hiring program

Also this year, the government will launch new programs to help college students and recent graduates find government jobs.

OPM Director John Berry said in November that he hopes the three-tiered Pathways Programs will be fully launched by the end of this academic year, to give the class of 2012 better opportunities for federal jobs. Pathways consists of the Internship Program for current students, the Recent Graduates Program for people who have received a degree in the last two years or veterans who got a degree in the last six years, and the existing Presidential Management Fellows (PMF) program. (cont'd pg 7)



Are federal buyout incentives worth taking?

(cont'd from pg 4)

initiative. The difference between then and now, however, is that agencies' use of the incentive in the 1990s was not budget-driven, but part of an overall initiative aimed at making government more efficient and streamlined. "In the 1990s, people felt they could leave the federal government and get a job," Stein says.

John Palguta, vice president for policy at the nonprofit Partnership for Public Service, says that while buyouts still are an effective incentive for "a decent number of employees," they are not as effective as they were during the Clinton years. Palguta and Stein say buyouts can be a good deal for federal employees who are eligible for retirement or have only a few years of service and not much invested in their pensions and TSP accounts.

Workers should weigh their options carefully when considering a buyout, observers say. "Federal employees still have very good benefits compared to most private sector employees, and they have better job security than your average private sector employee," says John Grobe, president of Federal Career Experts, an Illinois-based consulting firm.

Grobe spent more than two decades working at the [Internal Revenue Service](#) and took a buyout in 1997. "Anyone considering a buyout or leaving in general should sit back and focus on where they want to go, not where they want to be from," he says. "The decisions we make should be forward-looking."

Note: This article appears in the January issue of GovExec magazine.

New performance system

(cont'd from pg 5)

Pathways will replace the now-defunct Federal Career Intern Program (FCIP) — which the Merit Systems Protection Board in 2010 ruled illegal — and the Student Career Experience Program. Like under FCIP, Pathways hires can be placed in permanent jobs without competing for them, which led the National Treasury Employees Union last year to oppose the program.

Under Pathways' Recent Graduates and PMF programs, new hires will have two-year, on-the-job "tryouts" after which they can be converted without competition to permanent jobs. OPM said this should give the new workers time to develop and grow into their jobs, and allow managers to fully evaluate how well they perform.

This is identical to FCIP's two-year probationary period, which is one year longer than the standard probationary period for new employees. NTEU also objected to the Pathways Programs' two-year trial period. During probation, managers can more easily fire underperforming employees.

Pathways' regulations stress that participating in the program does not guarantee a permanent federal job, and managers will need to actively convert a temporary Pathways employee to a permanent position. If a manager does not convert the employee after two years, that Pathways hire will lose his job.

<http://www.federaltimes.com/article/20120103/BENEFITS01/201030301/1001>



Get Help with Your Job Hunt (working after retirement)

Extracted from "Retirement Guide 2012"
article in Money magazine, October 2011 issue

More than half of Americans say they plan to work in retirement, according to a survey by the Transamerica Center for Retirement Studies. Start your search with these organizations.

ENCORE.ORG

Run by think tank Civic Ventures, this website connects people 50 and older to post retirement jobs with social purpose, mainly in education, government, and the nonprofit world. You can also search the site for career resources in your area.

RETIREDBRAINS.COM

This site for older workers and retirees connects job seekers with recruiters and employers looking for seasoned staff.

Rserveinc.org

Currently operating in the New York City area, Miami, and Baltimore, ReServe matches professionals 55 and older with jobs at nonprofits that need their skills.

COMINGOFAGE.ORG

You can find training help and other resources for people 50 and older here, plus nationwide listings of jobs at government agencies and nonprofits.

AMERICORPS.GOV

This federally funded program places job seekers in paid community service positions, such as tutoring disadvantaged youth, building affordable housing, and teaching computer skills.

CNNMoney.com

For a gallery of lessons from retirees who are living well on less, go to cnnmoney.com/moneymag.

2012 Federal Holidays

Federal law (5 U.S.C. 6103) establishes the following public holidays for Federal employees. Please note that most Federal employees work on a Monday through Friday schedule. For these employees, when a holiday falls on a nonworkday -- Saturday or Sunday -- the holiday usually is observed on Monday (if the holiday falls on Sunday) or Friday (if the holiday falls on Saturday).

| | |
|------------------------|-------------------------------------|
| Monday, January 2* | New Year's Day |
| Monday, January 16 | Birthday of Martin Luther King, Jr. |
| Monday, February 20** | Washington's Birthday |
| Monday, May 28 | Memorial Day |
| Wednesday, July 4 | Independence Day |
| Monday, September 3 | Labor Day |
| Monday, October 8 | Columbus Day |
| Monday, November 12*** | Veterans Day |
| Thursday, November 22 | Thanksgiving Day |
| Tuesday, December 25 | Christmas Day |

* January 1, 2012 (the legal public holiday for New Year's Day), falls on a Sunday. For most Federal employees, Monday, January 2, will be treated as a holiday for pay and leave purposes. (See section 3(a) of Executive order 11582, February 11, 1971.)

** This holiday is designated as "Washington's Birthday" in section 6103(a) of title 5 of the United States Code, which is the law that specifies holidays for Federal employees. Though other institutions such as state and local governments and private businesses may use other names, it is our policy to always refer to holidays by the names designated in the law.

*** November 11, 2012 (the legal public holiday for Veterans Day), falls on a Sunday. For most Federal employees, Monday, November 12, will be treated as a holiday for pay and leave purposes. (See section 3(a) of Executive order 11582, February 11, 1971.) www.opm.gov/Operating_Status_Schedules/fedhol/2012.asp



2012 Leadership FEB Registration Form

| | |
|--------|-------------|
| Name: | Agency: |
| Title: | Address: |
| Phone: | |
| Email: | Cell Phone: |

In order to maximize the benefits and expand the cohesive networking opportunities, no alternates will be authorized to attend single sessions. However, if an identified participant becomes unable to honor their commitment to the program, the employing agency is authorized to replace that individual for the duration of the program.

In order to ensure maximum benefit to the participants, each Leadership FEB class will be limited to 20 participants.

Participants must attend a minimum of five sessions in order to receive a certificate of completion for this program. The majority of sessions will occur in the Central Oklahoma area; however, to illustrate the diversity of the nature and geographic areas of our federal community, a couple of sessions will be to visit federal agencies in outlying areas.

Participant's Signature Date

Agency Director/Commander Review/Approval Date

Register as early as possible to reserve a slot for your participant, no later than Friday, March 2, 2011. Cancellations will be processed at no charge to the agency through that date. After March 2, 2011, we ask the agency to honor their obligation due to cost incurred; however, a substitute is authorized and encouraged.

Agency/Registrant may pay the **course fee (\$750)** by cash, check, credit card, or government voucher.

Please submit the registration form:

| | | |
|-----------|--|------------------------|
| By mail: | Federal Executive Board 215 Dean A. McGee, Ste 153 Oklahoma City, OK 73102 | By fax: (405) 231-4165 |
| By email: | LeAnn.Jenkins@gsa.gov | |



Resilient Accord CyberSecurity Tabletop Exercise



FEMA

| | |
|------------|---|
| Date: | Tuesday, May 15, 2012 (no cost) |
| Time: | 8:30 a.m. registration 9:00 a.m. – 4:00 p.m. exercise |
| Location: | Oklahoma State University, Oklahoma City Campus |
| Objectives | This exercise is designed to increase organizational awareness of the need for cybersecurity considerations. <i>We apologize, but the content limits participation to 40 participants, with first consideration being given to agencies who send BOTH their IT representative and COOP representative.</i> Because there are several more agencies that need to attend this type of exercise, we have included a short train-the-trainer module at the end of the day for those COOP Managers who attend, so they can provide additional tabletop exercises within their agency or for other agencies in your area. |

Registration Form (up to 3 individuals from the same agency can attend, if registrants include the agency leader [or designee], IT and COOP representatives)

| | |
|--------|---------|
| Name: | Agency: |
| Title: | Email: |
| Phone: | Fax: |

| | |
|--------|---------|
| Name: | Agency: |
| Title: | Email: |
| Phone: | Fax: |

| | |
|--------|---------|
| Name: | Agency: |
| Title: | Email: |
| Phone: | Fax: |

| | |
|--------------|--|
| Mail to: | Federal Executive Board 215 Dean A. McGee, Ste 153 Oklahoma City, OK 73102 |
| Or fax to: | (405) 231-4165 |
| Or email to: | LeAnn.Jenkins@gsa.gov |



FEMA-certified “Train the Trainer” COOP Training Courses



FEMA

Through a partnership between FEMA and the Oklahoma FEB, we will be hosting the L-548 and the L-550 courses in Oklahoma City to leverage resources and multiply results. Upon successful completion of each of the two courses, the attendee receives FEMA certification.

- The Continuity of Operations (COOP) Manager’s Training Course is to provide COOP training for Program Managers at the Federal, State, Local, and Tribal levels of government.
- Continuity of Operations (COOP) Planner’s Training Course is to provide COOP training for Program Managers at the Federal, State, Local, and Tribal levels of government. This training includes a train-the-trainer module to equip the managers to train the course to others.
- Both courses include a train-the-trainer module to equip the managers to train the course to others.

There is no cost for the training; however, the employee’s agency is responsible for all travel costs associated with this training. This event is NOT for industry business developers or marketing personnel - only technical and management staffs are welcome from industry.

[] I wish to register for this COOP course

| | |
|----------------------|--|
| Course title: | L548 – COOP Manager’s Training Course |
| Location: | Location to be Determined |
| Date: | March 6-7, 2012 8:00 a.m. - 4:30 p.m. |
| Time: | 8:00 a.m.–4:30 p.m. |

[] I wish to register for this COOP course

| | |
|----------------------|--|
| Course title: | L550 – COOP Planner’s Training Course |
| Location: | Location to be Determined |
| Date: | March 8-9, 2012 8:00 a.m. - 4:30 p.m. |
| Time: | 8:00 a.m.–4:30 p.m. |

Prerequisites for the L550: Successful completion of COOP Managers Train-the-Trainer Course (B/E/L 548); and a COOP Plan (a final or draft plan will be required for activities during the course). Each student should bring a copy of their current plan or draft plan.

We wish to utilize one of the forty slots for the identified training above for the following individual:

| | |
|------------------|---------------|
| Name: _____ | Agency: _____ |
| Address: _____ | _____ |
| Phone/Fax: _____ | Email: _____ |

A signed copy of FEMA Form 119-25-1 must also accompany this form (available on our website at www.oklahoma.feb.gov/Forms/FEMA119-25-1.pdf)

Employee

Date

Please return this registration form to the FEB Office **no later than February 24, 2012** in order to ensure sufficient materials.

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



UPCOMING EVENTS

January 2012

| | |
|--|---|
| Jan 1, 2012 | New Year's Day |
| Jan 5, 2012 | Agency Visits-Muskogee POC: FEB Office, 405-231-4167 |
| Jan 13, 2012 | FEMA Region VI Retirement Ceremony of Deputy Regional Director POC: FEB Office, 405-231-4167 |
| Jan 19, 2012 10:00 a.m. | Executive Policy Council Meeting POC: FEB Office, 405-231-4167 |
| Jan 31, 2012 | Agency Visits-Oklahoma City |
| Jan 31, 2012 2:00 p.m. | Emergency Preparedness-COOP Council Oklahoma City/County Health Dept POC: FEB Office, 405-231-4167 |

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:

- Kirby Brown, Deputy Director, Fires Excellence Center, Fort Sill
- Laura Culberson, General Gillett's designee from the Oklahoma City Air Logistics Center
- Dr. Steven Dillingham, Director, Transportation Safety Institute
- Jeremy Duering, LCDR, Military Entrance Processing Station
- David Engel, Chief Administrative Judge, Social Security Administration, Tulsa
- Julie Gosdin, District Director, US Postal Service
- Jerry Hyden, Director, US Department of Housing and Urban Development
- Dottie Overal, Director, Small Business Administration
- Lindy Ritz, Director, FAA Mike Monroney Aeronautical Center
- Betty Tippeconnie, Superintendent, BIA-Concho Agency

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 15th of each month.

Officers:

Chair: Adrian Andrews
Special Agent in Charge,
US Secret Service, Oklahoma City

Vice-Chair: David Wood
Director,
VA Medical Center, Oklahoma City

Staff:

Director: LeAnn Jenkins
Assistant: Vacant

INSPIRATION CORNER

The man who gets the most satisfactory results is not the man with the brilliant single mind, but rather the man who can best coordinate the brains and talents of his associates. —W. Alton Jones

Be at war with your vices, at peace with your neighbors, and let every new year find you a better man. —Benjamin Franklin

The effect of attention to quality, upon every man in the service, from the president of the concern down to the humblest laborer, cannot be overestimated. —Andrew Carnegie



| SUN | MON | TUES | WED | THUR | FRI | SAT |
|------------------------------|--|---|--------------|--|-----------|-----------|
| 1 New Years Day | 2 | 3 | 4 | 5 Agency Visits- Muskogee | 6 | 7 |
| 8 | 9 Conf calls w/OPM & national Council | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 10:00 Executive Policy Council Mtg | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 Agency Visits-OKC 2:00 Emgcy Prep Mtg | January 2012 | | | |

OKLAHOMA FEDERAL EXECUTIVE BOARD
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