INTERAGENCY CONNECTION

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

Chair's Corner

Does anyone else feel like changes and challenges are increasing in frequency?!

There are changes in our agencies, changes in our processes and we have changes in our FEB's Executive Policy Council!

David Wood, Director of the VA Medical Center and our Vice-Chair has taken an assignment in Boise City, Idaho. Kirby Brown with Fort Sill will serve as our Vice-Chair for the remaining of this fiscal year and I appreciate his willingness to 'step up' and fill this vacancy.

We also have additional members to our Executive Policy Council that I would like to welcome:

- Kevin Donovan, Security Director, TSA, Oklahoma City
- Jim Finch, Special Agent in Charge, FBI
- Ross Marshal, Executive Director, Oklahoma City Air Logistics Center, Tinker *AFB*

As you run into these members at partnership meetings, FEB activities, or other functions, please express your appreciation for their willingness to serve on this Council that serves to steer our Federal Executive Board and keep us "out front" on national initiatives and efforts.

This month we will have our annual Awards Luncheon during which we will recognize federal employees, from agencies throughout the state, for their accomplishments. This year, Public Service Recognition Week falls a little later in the month, so we will not list our nominees (and winners) until the June newsletter.

As this newsletter is arriving to you, we are training new members to add to our Shared Neutrals cadre. These employees will endure a full week of training, exercises, and information overload in order to provide the best mediation services available for our federal agencies in Oklahoma! They will enter into the mediation process, supervised by our senior mediators in co-mediations before they will be allowed to mediate on their own. I appreciate the agencies who are supporting this program by sending employees to the training; in addition to making your highly trained employee available for our mediation requests (as needed), you will receive a highly qualified "peace keeper" within your workforce!

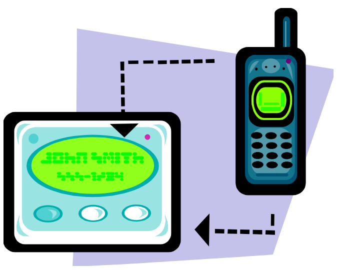
Upcoming Events: We will host several more COOP tabletop and training opportunities this fiscal year (information will be provided in this newsletter). We will provide pre-retirement training in August (at no cost). AND…watch for the one-day training seminar focused on improving efficiency…coming in August!

Watch this newsletter for information on our annual award nominees and winners. We will share all the information for the benefit of you that cannot attend!

A. D. Andrews, Chairman

BEWARE! (Be Aware)

Caller ID Spoofing Scam



Beware of the newest scam, Caller ID spoofing. Caller ID spoofers log onto one of many websites and create an account.

They then enter the name and phone number they want to appear to be calling from—a financial institution or credit card company.

The phone network displays that information on their victim's caller ID. Don't fall victim to this scam.

Never give out personal information over the telephone, even if the person calling claims to be from a financial institution.

(taken from www.tinkerfcu.org website)

The New GovExec App is Here

Download the **essential mobile resource** for federal managers featuring all the updates and tools for your career in government.

You must have iTunes and go to: http://itunes.apple.com/us/app/government-executive/id506424659?mt=8 in order to download GovExec's **FREE** app to get:

- Get daily updates on all of your TSP funds
- Stay on top of breaking news across the federal government
- Read the latest updates on federal pay & benefits
- Get expert analysis on pressing federal issues

Go to http://www.apple.com/itunes/affiliates/download/?id=506424659 in order to download

US Customs & Border Protection

Prohibited and Restricted Items

CBP has been entrusted with enforcing hundreds of laws for 40 other government agencies, such as the U.S. Fish and Wildlife Service, the U.S. Department of Agriculture and the Centers for Disease Control and Prevention. These agencies require that unsafe items are not allowed to enter the United States. CBP officers are always at ports of entry and assume the responsibility of protecting America from all threats.

The products CBP prevent from entering the United States are those that would injure community health, public safety, American workers, children, or domestic plant and animal life, or those that would defeat our national interests. Sometimes the products that cause injury, or have the potential to do so, may seem fairly innocent. But, as you will see from the material that follows, appearances can be deceiving.

Before you leave for your trip abroad, you might want to talk to CBP about the items you plan to bring back to be sure they're not prohibited or restricted. Prohibited means the item is forbidden by law to enter the United States. Examples of prohibited items are dangerous toys, cars that don't protect their occupants in a crash, bush meat, or illegal substances like absinthe and Rohypnol. Restricted means that special licenses or permits are required from a federal agency before the item is allowed to enter the United States. Examples of restricted items include firearms, certain fruits and vegetables, animal products, animal by products, and some animals.

A list of prohibited items, along with detailed descriptions of exceptions are provided on the Department of Homeland's U.S. Customs and Border Protection website at: http://www.cbp.gov/xp/cgov/travel/vacation/kbyg/prohibited_restricted.xml

Several Options Can Help Supplement Maximum Annuity

Civil Service Retirement System employees with 41 years and 11 months of creditable service have reached the point in their careers when they have earned the maximum annuity payable under the law—80 percent of their high-three, the average of their three highest consecutive years of basic pay.

Many of them want to know: What happens now?

First, CSRS annuities are the sum of three multiplication calculations: 1.5 percent of the high-three, multiplied by the first five years of service; plus 1.75 percent of the high-three, multiplied by the next five years of service; plus 2 percent of the high-three, multiplied by all the remaining years and full months of service.

Here is the annuity calculation for an employee with a high-three of $100,000 and 41 years and 11 months of service:

- 0.015 x $100,000 x 5 years = $7,500
- 0.0175 x $100,000 x 5 years = $8,750
- 0.02 x $100,000 x 31.917 (31 years, 11 months) = $63,834

Adding up those products yields a total annuity of $80,084. Drop the $84 and you have the $80,000 maximum annuity, 80 percent of the $100,000 high-three.

So, what happens when you cross that threshold? The good news is that you can increase your annuity in two ways that aren't subject to the 80 percent limit—credit for unused sick leave and continuing retirement deductions.

If you meet the age and service requirements to retire, unused sick leave will be added to your service time and included in the calculation of your annuity. Every year of unused sick leave—2,087 hours—increases your annuity by 2 percent. Every month of unused sick leave—174 hours—increases your annuity by 1/12th of 2 percent. As a result, your annuity can not only be increased, but it can exceed the 80 percent limit.

Retirement contributions continue to be deducted from your pay after you reach 40 years and 11 months of service. When you retire, you'll get every penny of that money back, with interest. Your excess contributions will be tax-free. Only the interest you receive will be taxable in the year you receive it, unless you roll it over into a tax-deferred account.

At retirement, the Office of Personnel Management will offer you the opportunity to buy additional annuity that isn't subject to the 80 percent limit. The rules are the same as for the voluntary Contributions Program, which allows CSRS employees to increase their annuities by making payments to the civil Service Retirement and Disability Fund.

If you retire at age 55 or younger, each $100 of your excess retirement contributions will buy you $7 a year of additional annuity. This amount increases by 20 cents for each full year you are older than 55 at the time you retire. So, if you retire at age 62, you'd receive $8.40 for every $100. And you'd receive it for the rest of your life.

You can also use your voluntary contributions to buy a survivor annuity for your spouse or anyone else you choose. If you do, your own annuity will be reduced to pay for it. The reduction is 10 percent, plus an additional 5 percent for each full five years the beneficiary is younger than you. At your death, the one you designated to receive the survivor benefit would receive half of your reduced annuity for life.

Interest payments on a voluntary contribution account cease when an employee retires. So you can't leave your excess contributions in there and watch them grow. Further, neither the additional annuity you buy nor any survivor annuity you elect would be increased by annual cost-of-living adjustments.

This was taken from the Personal Adviser article of Federal Times, dated March 5, 2012 by Reg Jones who was head of retirement and insurance programs at the Office of Personnel Management.

Getting Civilian Retirement Credit for Military Service

Not a day passes that I don't get at least one reader asking if active-duty military service is creditable for civilian retirement purposes and what you have to do to get that credit. These folks have come to a sympathetic audience, since I served on active duty and, after being hired by the federal government, put in a good many years in the reserves.

For active-duty service to be creditable for civilian retirement purposes, you have to have served in the Army, Navy, Air Force, Marine Corps or Coast Guard. You'll also get credit if you served as a midshipman at the U.S. Naval Academy or as a cadet in the U.S. Military Academy or the Air Force or Coast Guard academies. And you'll get credit for any service when you were called to active duty or training duty while in the Army Reserve Officers Training Corps or the Naval Reserve Officers Training Corps.

Members of a reserve component of the armed forces or the National Guard can get credit only for the time they are on active duty. Members of the Merchant Marine are never eligible for military service credit.

Members of the armed forces were first covered by Social Security on Jan. 1, 1957. In 1982, congress passed a law designed to avoid giving credit twice for the same period of service, once under the civilian retirement system and again under Social Security. It devised one set of rules for those first hired as feds before Oct.1, 1982, and another for those hired on or after that date:

- If you were first hired before Oct. 1, 1982, you'll get credit for active-duty service in determining your eligibility to retire.

In addition, you'll have the option of making a deposit to the civilian retirement system to get credit for your post-1956 active-duty service in your annuity calculation. The deposit equals a percentage of your active-duty basic pay plus interest, where applicable. No deposit is required for military service that occurred before Jan. 1, 1957.

If you do not make a deposit to the civilian retirement system for post-1956 military service, your years of military service will be deducted from your combined total of military and civilian service and your annuity will be reduced accordingly. This occurs at age 62 if you are already retired or at your older age if you retire after age 62.

If you won't be eligible for a Social Security benefit at either of those two points in time and haven't made a deposit, your annuity won't be reduced.

- If you were hired on or after Oct. 1, 1982, you'll get credit for your active-duty service in your civilian annuity only if you make a deposit, that service won't be used either to determine your eligibility to retire or in your annuity computation.

Other rules

If you are receiving retired pay for your active-duty service and want to get credit for that service in your civilian annuity, with one exception, you'll have to make a deposit to the retirement system and, at retirement, waive your military retired pay.

Here's the exception. You may make a deposit for that time and keep your military retired pay if you were awarded it because of a service-connected disability either incurred in combat or caused by an instrumentality of war and incurred in the line of duty during a period of war.

Unlike military retirees who are receiving retired pay, if you are—or will be—receiving reserve retired pay, you won't have to waive that pay to get credit for that service in your civilian annuity.

The rules for getting credit for any period of active-duty reserve service are the same as the rules for getting credit for active-duty military service.

Most federal employees don't get any credit for periods of leave without pay beyond six months. However, if you are called to active duty, you'll get credit for that time even if it goes beyond six months. You will have to make a deposit to the retirement fund for that period to get credit for that time.

This article is reprinted from the Federal Times "Personal Adviser" article dated April 2, 2012by Reg Jones.

Reg Jones was head of retirement and insurance programs at the Office of Personnel Management.

No "magic number" target for retirement savings

The latest fad in retirement planning is to know your "number"—the amount of money you'll need to have saved in order to retire.

Is there really such a magic number for your retirement? If there is, can it be determined? If so how much should you be willing to pay to find it? These are the kinds of questions you should ask every time someone pitches a financial service or product.

Think of determining such a number for the value of your retirement savings portfolio as shooting an arrow from a bow. You're standing in an exposed hilltop field, and your goal is to hit a small target 50 yards away. This is important, because you only have one shot and you've bet your life savings on the outcome. You're not a proficient archer, so you hire a coach. You have one week to prepare.

To begin with, you'd better hope that you hired a good coach, one who is honest, competent and affordable. Taking instruction from a coach who has bet against you, doesn't know what he's doing or demands too much in compensation could lead to worse results than if you'd just done your best on your own. You should be confident that you've hired the best coach possible and that he deserves your trust and whatever you've agreed to pay for his help.

Your coach goes to work explaining the basics of archery and making sure you have the basic skills to execute the required shot. This seems like pretty valuable stuff, since without this basic knowledge and a little practice, you'd have little chance of hitting a barn door at 50 feet, much less this small and distant target.

After some time practicing, you both decide that it would be best to find an intermediate target—something along the ideal flight path to aim for that isn't so small and far away.

Your coach gathers information about the conditions of the shot and the characteristics of you and your equipment. He uses this information to perform some rather complex mathematical calculations and produces a special device. It's a steel ring, 12 inches in diameter, mounted vertically on the top of a long pole about halfway between you and your target.

He explains that according to his calculations, if you shoot your arrow through the ring, you will hit the target. He's double-checked the assumptions and numbers and is confident in his advice. He then explains that he needs to leave and asks to be paid. Now, you're on your own until the time comes to make the shot—still four days away.

How valuable is your coach's advice? What is the probability that you'll hit the target, using the advice? These are difficult questions to answer, but it should be obvious that there is a significant possibility of failure.

Even if the calculations and assumptions were sound the conditions could change between the time they were made and the time the arrow is released. In addition, the conditions could change as the arrow is in flight. An unexpected guest of wind, a misalignment of the eye, or a flaw in the bow or the arrow could affect the arrow's arc and cause a complete miss, even if the arrow travels through the ring.

In other words, there are so many variables to consider and predict, and the distances to travel so great, that the odds of identifying a number today that will lead to a particular outcome at some more distant point in the future are extremely low.

At best, at any point in time, there is a range of potential numbers that will likely produce the desired outcome. This range will depend on who is doing the figuring and how you will handle the myriad decisions you will have to make along the way—for the rest of your life.

While it is useful to estimate your number as part of a well-conceived and well-managed retirement plan, the number's value evaporates shortly after it is estimated, and it's not worth much on its own. It needs to be calculated again and again over time, and used as a checkpoint in the process of navigating your investment portfolio along the ideal path.

Yes there is a number—or numbers—but the magic is nothing more than an empty promise.

This article was taken from Federal Times "Personal Adviser", dated April 16, 2012 by Mike Miles. Mike Miles is a Certified Financial Planner licensee and principal adviser for Variplan LLC, an independent fiduciary in Ashburn, VA specializing in retirement planning for federal employees.

UPCOMING EVENTS

May 2012

May 1-4, 2012 All Day	**Shared Neutrals Training** OKC Public Works Trng POC: FEB Office, 405-231-4167
May 3, 2012 10:30-12:30	**Oklahoma Field Federal Safety & Health Council Meeting** FAA-TSI POC: Stephanie, 405-954-0371
May 7, 2012 11:00 am	**Awards Luncheon** NCED, Norman POC: FEB Office, 405-231-4167
May 15, 2012 All Day	**Resilient Accord** OSU-OKC, 3501 W. Reno POC: FEB Office, 405-231-4167
May 16, 2012 **10:00**	**Interagency Training Council** FAA POC: Stacy Schrank, 405-606-3823
May 23, 2012 **12:00**	**Local Federal Coordinating** Committee for Central Oklahoma Combined Federal Campaign POC: FEB Office, 405-231-4167
May 31, 2012 All Day	**Leadership FEB** Federal Prisons POC: FEB Office, 405-231-4167

INSPIRATION CORNER

Don't fear failure so much that you refuse to try new things. The saddest summary of a life contains three descriptions: could have, might have, and should have. –Louis E. Boone

Twenty years from now you will be more disappointed by the things that you didn't do than by the ones you did do. So throw off the bowlines. Sail away from the safe harbor. Catch the trade winds in your sails. Explore. Dream. Discover. –Mark Twain

The results you achieve will be in direct proportion to the effort you apply. –Denis Waitley

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
- Kevin Donovan, Federal Security Director, TSA
- Jeremy Duehring, LCDR, Military Entrance Processing Station
- David Engel, Chief Administrative Judge, Social Security Administration, Tulsa
- Jim Finch, Special Agent in Charge, FBI
- Julie Gosdin, District Director, US Postal Service
- Jerry Hyden, Director, US Department of Housing and Urban Development
- Ross Marshall, Executive Director, Tinker AFB
- 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:

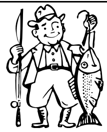
Chair: **Adrian Andrews**
Special Agent in Charge,
US Secret Service, Oklahoma City

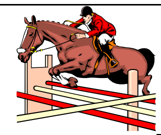
Vice-Chair: **David Wood**
Director,
VA Medical Center, Oklahoma City

Staff:

Director: LeAnn Jenkins
Assistant: Vacant
Detailee: Ray Hobbs

Half-Day Pre-Retirement Training Seminar-2012



Be sure you are financially prepared to do all the things you've planned for your retirement!!

CSRS session topics:	**FERS session topics:**
➢ Overview of CSRS	➢ Overview of FERS
➢ Survivor Benefit	➢ Survivor Benefit
➢ Voluntary Contribution Program	➢ Voluntary Contribution Program
➢ Federal Employee Health & Life Insurance Programs	➢ Federal Employee Health & Life Insurance Programs
➢ Identity Theft Solutions	➢ Identity Theft Solutions
➢ Social Security	➢ Social Security
➢ Flexible Spending Accounts	➢ Flexible Spending Accounts
➢ Annuity Calculation	➢ Annuity Calculation
➢ Thrift Savings Plan	➢ Thrift Savings Plan

***TIME*:** *8:30am–Noon* OR *1:30pm-5:00pm* (each day) Registration will begin 30 minutes prior to the training

***LOCATION*:** OKC Public Works Training Center, 3738 SW 15th Street, Oklahoma City

***COST*:** No Cost

[ ] I am registering for the CSRS session on Wednesday, August 22, 2012, 8:30 am-Noon
[ ] I am registering for the CSRS session on Wednesday, August 22, 2012, 1:30 pm-5:00 pm
[ ] I am registering for the FERS session on Thursday, August 23, 2012, 8:30 am-Noon
[ ] I am registering for the FERS session on Thursday, August 23, 2012, 1:30 pm-5:00 pm

Seating is limited to 50 per session. Once a session is filled, future registrants will be notified and provided the opportunity to be placed on a waiting list for the next Pre-Retirement session.

NAME(S): ____

List name of employee and spouse on same form to receive the discounted price for spouse

AGENCY: ____

ADDRESS: ____

____

PHONE: ( )________________________ EMAIL: ________________________

Mail this registration form to:	Oklahoma Federal Executive Board 215 Dean A. McGee, Suite 320 Oklahoma City, OK 73102
or email to:	LeAnn.Jenkins@gsa.gov

Cancellation Policy: Understanding that unforeseen circumstances may preclude an individual from attending, substitute attendees are authorized and encouraged!

Guardian Accord Tabletop Exercise

Date:	Tuesday, August 14, 2012 (no cost)
Time:	8:30 a.m. registration 9:00 a.m. – 4:00 p.m. exercise
Location:	Memorial Institute for the Prevention of Terrorism 621 North Robinson Avenue, Oklahoma City, OK
Objectives	This exercise is designed to increase awareness of Federal, State, territorial, tribal and local government jurisdictions, and the private sector, about the importance of incorporating the specific risks of terrorism into continuity planning. Upon completion of this course, participants should be able to do the following: • Increase awareness about the importance of incorporating the specific risks of terrorism into continuity planning • Discuss how critical Essential Functions will continue through a terrorist event and the planning required to perform those functions • Identify gaps or vulnerabilities in organizational continuity plans and procedures; and discuss solutions or alternative actions to challenges.

Class participation is limited; however, a waitlist will be established and applicants will be contacted should there be a cancellation (up to 3 individuals from the same agency can attend)

Name:	Agency:
Title:	Email:
Phone:	Fax:

Name:	Agency:
Title:	Email:
Phone:	Fax:

Name:	Agency:
Title:	Email:
Phone:	Fax:

There are no tuition fees for this course. Participants from Federal and Non-Federal governmental agencies, private industry, and contractors must pay their own transportation and lodging fees.

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

Registration and Agreement for Employee Participation in the Oklahoma FEB Alternative Dispute Resolution Consortium, "Shared Neutrals Program"

Employee involvement and availability is vital to this program's success in providing mediation services for federal agencies. Supervisory support of their involvement is critical to their success.

Please indicate (by your signature below) your support of the identified employees(s)' participation for at least one year, including 10 hours per year in the Oklahoma State Supreme Court system (qualifying the individual for State Certification). The employee's involvement may be terminated or extended at the end of their year of service.

The supervisor's signature certifies each nominee meets the following criteria:

1. Possesses strong receptive and expressive skills; is a good communicator.
2. Is able to suspend advice-giving.
3. Availability: must be willing and able to commit to the program for one year (on an as-needed basis), including 10 hours per year to work with the Oklahoma Supreme Court.
4. Has a tolerance for conflict.
5. Demonstrates confidence, possesses leadership qualities.

Maintenance of Program Integrity:

- Mediators shall accept and carry out their assignments consistent with Shared Neutrals policies and procedures.
- Mediators should not accept assignments from an agency unless the assignment is generated through the Oklahoma FEB's Shared Neutrals program or the program within their employing agency; mediators who knowingly do so, are not functioning as Shared Neutral mediators, nor representing the FEB program
- Mediators should be aware that mediating outside the Oklahoma Federal Executive Board Shared Neutrals program and/or their employing agency could result in a charge of abuse of official time and/or otherwise affect their rights and benefits as federal employees.

REGISTRATION

Dates:	April 30—May 4, 2012
Location:	Oklahoma City Public Works Training Center, 3738 SW 15th Street, OKC
Times:	8:00 a.m. – 4:30 p.m. (each day)
Cost:	$150.00

Name of Employee   Signature   Date

Name of Supervisor   Signature   Date

Agency   Employee's Work Ph#   Email Address

Workshop attendance is limited so everyone is encouraged to register as soon as possible. The FEB office should receive registration NLT March 23, 2012.

Payment will be in the form of: [ ] Cash [ ] Check [ ] Credit Card

Mail this completed form to:	Oklahoma Federal Executive Board 215 Dean A. McGee, Ste 153 Oklahoma City, OK 73102
OR fax to:	405-231-4165
OR scan and email to:	LeAnn.Jenkins@gsa.gov

Cancellation Policy: Understanding the unforeseen circumstances may preclude an individual from attending; refunds will be permitted through Thursday, April 19, 2012. However, after that date, registration must be honored by the individual or agency involved. If you are unable to attend, substitute attendees are authorized and encouraged!

2012 Public Service Recognition Week
Employee of the Year Awards Banquet

Public Service Recognition Week: May 7-13, 2012!

Event information:
Date: Monday, May 7, 2012
Time: 11:30am-1:00pm
Location: US Postal Service
Nat'l Center for Employee Development
2801 E. State Highway 9, Norman, OK
Nominees should arrive no later than 11:00 a.m. for pre-brief.

Location: The facility is approximately 5 miles east of I-35 on Highway 9. NCED is on the north side of the road.(specific directions can be obtained from www.mapquest.com)

If you require special dietary accommodation, please contact the FEB Office, 405-231-4167.

Name:______________________________ Agency: _____________________________

Address: __________________________ Phone: ______________________________

Cost: $20.00 per person

Payment:

[ ] Cash [ ] Check [ ] Credit Card
[ ] Enclosed [ ] Voucher

Luncheon Tickets will be mailed to the address listed above for all pre-paid registrations with sufficient time to receive before the luncheon. This allows expedited entry into the event, without checking in at the registration table.

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

Make checks payable to: Oklahoma Federal Executive Board

Cancellation Policy: Understanding that unforeseen circumstances may preclude an individual from attending, refunds and cancellations will be permitted through April 24, 2012. 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!

Resilient Accord CyberSecurity Tabletop Exercise

Date:	Tuesday, May 15, 2012 (no cost)
Time:	8:30 a.m. registration 9:00 a.m. – 4:00 p.m. exercise
Location:	OSU-OKC, ***3501 W. Reno, OKC 73107 (south of the main campus)***
Objectives	This exercise is designed to increase organizational awareness of the need for cybersecurity considerations. ***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.*** 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

SUN	MON	TUES	WED	THUR	FRI	SAT
		1	**2**	**3** 10:30 OFFSHCM	**4**	**5**
		FEB Shared Neutrals Academy				
6	**7** Annual Awards Program	**8**	**9**	**10**	**11**	**12**
13	**14**	**15** Resilient Accord	**16** 10:00 ITC	**17**	**18**	**19**
	FEMA Region VI COOP Conf					
20	**21**	**22** Agency Visits:McAlester	**23** 12:00 LFCC	**24**	**25**	**26**
27	**28**	**29**	**30**	**31** Leadership FEB Prisons	May 2012	

OKLAHOMA FEDERAL EXECUTIVE BOARD
215 DEAN A. MCGEE AVENUE, STE 153
OKLAHOMA CITY, OK 73102-3422
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