

Federal Executive Boards

I PURPOSE

This Instruction:

A Sets forth information on the establishment, membership, and functions of Federal Executive Boards.

B States policy on furnishing support to the Federal Executive Boards and their activities.

C Provides a listing of USDA Federal Executive Boards Representatives, by city, in Exhibit A, attached.

D Provides a Summary of Federal Executive Board National Program Objectives for FY 80 in Exhibit B, attached.

II FEDERAL EXECUTIVE BOARDS ESTABLISHMENT, MEMBERSHIP, AND FUNCTIONS

A Establishment. Federal Executive Boards were established by Presidential directive to improve internal Federal management practices and to provide a central focus for Federal participation in civic affairs in major metropolitan centers.

B Membership. Federal Executive Boards are composed of heads of all Federal departmental and agency field offices located in the metropolitan area.

1 A Chairperson and other officers are elected annually from among the membership to provide leadership to the Board's operations.

2 Committees and task forces carry out interagency projects consistent with the Board's missions.

3 The Boards receive over-all policy direction from the Office of Management and Budget in the Executive Office of the President.

C Functions. Federal Executive Boards serve as a prime means for disseminating information within the Federal Government, for interagency training, and for promoting discussion of Federal policies and activities of importance to all Federal executives in the field. The Boards also serve as channels of communication to Washington on Government-wide management issues requiring special attention.

III POLICY

It is the policy that all officials of Department Agencies shall furnish support and cooperation to Federal Executive Boards and their activities, when requested to do so.

#### IV RESPONSIBILITIES

A The Deputy Director for Intergovernmental Affairs, Office of Governmental and Public Affairs, has been designated as the Department's coordinator for Federal Executive Board matters and has been given the responsibility to support and maintain the Department representation on the Boards.

B The Deputy Administrator, Management, AMS, serves as the representative to the Department for Federal executive Board matters.

C Division, Staff, and Regional Directors, AMS, FGIS, and OT shall refer to the Deputy Administrator, Management, any problems in furnishing support to the Federal Executive Boards.

#### V LOCATIONS OF FEDERAL EXECUTIVE BOARDS

A listing of the Federal Executive Boards, by location, and the USDA Representatives is contained in Exhibit A, attached.

#### VI SUMMARY OF FY 80 FEDERAL EXECUTIVE BOARD NATIONAL PROGRAM OBJECTIVES

A summary of the Federal Executive Board National Program Objectives for FY 80 (issued by the Office of Management and Budget, September 25, 1979) is contained in Exhibit B, attached.

/s/ Irving W. Thomas  
Deputy Administrator, Management

Attachment

USDA Federal Executive Board Representatives By City

ALBUQUERQUE

Drew Cloud  
State Director (Acting)  
Farmers Home Administration  
517 Gold Ave., SW, Rm. 3414  
Albuquerque, NM 87102  
FTS: 474-2462

ATLANTA

David Alspach  
Regional Administrator  
Food and Nutrition Service  
1100 Spring St., NW, Rm. 200  
Atlanta, GA 30309  
FTS: 257-4131

BUFFALO

Carol Inglis  
Asst. County Supervisor  
Farmers Home Administration  
482 N. Main St.  
Canandaigua, NY 14424  
FTS:437-5375

BALTIMORE

(Vacant)  
Food Safety and Quality Service  
57 W. Timonium Rd., Suite 107  
Timonium, MD 21093  
FTS: 922-4946

BOSTON

Oscar Zucchi  
Milk Marketing Administrator  
Agricultural Marketing Service  
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CHICAGO

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Office of the General Counsel  
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CINCINNATI

Dr. Ralph Brown  
Meat Inspection Supervisor  
Food Safety and Quality Service  
155 E. Columbus St.  
Pickerington, OH 43147  
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CLEVELAND

Lowell D. Holt  
Officer-in-Charge  
Food and Nutrition Service  
601 Rockwell Ave., Rm. 501  
Cleveland, OH 44114  
FTS: 293-4990

DALLAS

Harold Bryson  
Regional Director  
Southwest Regional Information Office  
Agricultural Marketing Service  
1100 Commerce St., Rm. 5-C-40  
Dallas, TX 75242  
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DENVER

Robert Halstead  
State Conservationist  
Soil Conservation Service  
2490 W. 26th Ave.  
Denver, CO 80211  
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DETROIT

William Hairston  
Officer-in-Charge  
Food and Nutrition Service  
Federal Bldg., Rm. 618  
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Detroit, MI 48226  
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HONOLULU

Jack P. Kanalz  
State Conservationist  
Soil Conservation Service  
300 Ala Moana  
Honolulu, HI 96850  
FTS:Dial 556-0220 Ask operator for 808-546-3165

HOUSTON

Felton Overbey  
Manager, Agricultural Stabilization and  
Conservation Service  
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Houston, D. 77208  
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KANSAS CITY

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National Warehouse Service Center  
Agricultural Marketing Service  
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LOS ANGELES  
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Mosco W. Love, Jr.  
Area Director  
Animal and Plant Health  
Inspection Service  
8410 NW 5341 Terrace, Suite 207  
Miami, FL 33166  
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NEWARK  
Plater T. Campbell  
State Conservationist  
Soil Conservation Service  
1370 Hamilton St.  
Somerset, NJ 08873  
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NEW ORLEANS  
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Science and Education Administration  
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NEW YORK  
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Regional Inspector General  
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PHILADELPHIA  
Dr. Ivan A. Wolff Director  
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PITTSBURGH  
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Officer-in-Charge  
Food and Nutrition Service  
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PORTLAND

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Forest Service  
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SAN FRANCISCO

Dr. Leslie Rafoth  
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Food Safety and Quality Service  
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SEATTLE

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Forest Service  
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ST. LOUIS

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Officer-in-Charge  
Food and Nutrition Service  
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St. Louis, MO 63101  
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