



# FEB News & Events

## Oregon Federal Executive Board

Partnerships for a More Cost Effective Federal Government

[www.oregon.feb.gov](http://www.oregon.feb.gov)



Volume 2-04

November 7, 2003

### December Administrative Services Meeting Features MEO Study

The next Oregon Federal Executive Board (OFEB) Administrative Services Committee meeting will feature the results of a just-completed Most Efficient Organization (MEO) Study by the Bureau of Land Management (BLM). This continues the group's efforts to share best practices in the implementation of the Bush Administration's competitive sourcing initiative.

Scheduled for Dec. 10th, 8:30 - 10:00 a.m. at Portland Cable Access, 2766 NE Martin Luther King, Jr. Blvd., Portland, OR 97212, the meeting will welcome Debbie Norton and John Keith from the BLM Salem office to explain the process they went through and "lessons learned" from their study.

In connection with competitive sourcing, agencies are also facing issues with regard to career transition training for those negatively impacted. The OFEB has been working on ways to support local agencies with this challenge, including potential new training programs or the sharing of federal programs already in place.

The OFEB's role assisting agencies with workforce succession planning will also be on the table. Terry Esvelt, Senior VP at Bonneville Power Administration (BPA), presented BPA's strategies in this arena at last month's OFEB General Membership Meeting. His PowerPoint presentation can be found on our web site, at [www.oregon.feb.gov](http://www.oregon.feb.gov). It mentions a Succession Planning Guide for Managers, which outlines a process for identifying and prioritizing key positions. For information from this guide, please contact Guy Kyle at BPA, at 503-230-4760.

Other possible topics include the direction of an OFEB technology group and introduction of a new concept in the exploratory stages: the production of public service videos about local federal agency services.

All federal Human Resources, Administrative, and IT professionals are encouraged to attend. Please contact Mary Ceciliani at 503-326-3010 or [mcecilia@pcez.com](mailto:mcecilia@pcez.com) for information or directions.

### Minority Business Opportunity Committee Shines Again

A diverse group of some 450 community organizers, federal, state and local government officials, business leaders and entrepreneurs gathered at the Jantzen Beach DoubleTree Hotel in Portland, Oregon on October 15th to honor excellence at the annual Minority Enterprise Development (MED) Week Awards Luncheon. Organized by the OFEB's Minority Business



Portland SBA Director Phil Gentry presents an Award to Rhonda Herschell, President, Cherokee General Corp.

Opportunity Committee (MBOC), this premier event for recognizing outstanding local minority businesses included for the first time a training institute, to help minority entrepreneurs learn how to earn contracts for public and private sector jobs.

Rhonda Herschell and Cherokee General Corporation were awarded the prestigious Small Business Administration National Minority Small Business Firm of the Year. Four other entrepreneurs were acknowledged for their success as well. Go to [www.oregon.feb.gov/mboc.htm](http://www.oregon.feb.gov/mboc.htm) for a complete list of award recipients.

Providence Health System served as the host sponsor, and keynote speaker CEO Russ Danielson shared their organization's challenges and successes in developing workplace diversity.

Training sessions in the morning and afternoon included topics such as "Sustainability/Green Companies," "Global Business Opportunities," Payroll, Taxes, and the IRS," "Making Every Contact Count" and "Managing Risk." It was an ideal atmosphere to learn, network, and demonstrate a commitment to the minority business community.

Thanks to the sponsoring organizations, training institute instructors, MBOC members and the

DoubleTree Hotel staff for making it a marvelous day of education, recognition and celebration.

## Federal Employee Health Benefits Open Season Fairs Abound in Nov.

Federal Employee Health Benefits (FEHB) Open Season runs from Nov. 10 - Dec. 8, and federal agencies will be hosting health fairs in Oregon and SW Washington throughout November so employees can learn more about their health care options. Contracted federal health care provider reps will be available to answer questions and provide the latest information on their plans. Some supplemental insurance providers will also be at select fairs, depending upon federal agency policy. Federal employees may attend fairs at any location.

Some events have already been held this week. Bonneville Power Administration will host their fairs at the Vancouver Ross and Parkway Plaza locations Nov. 12th and in Portland on the 13th. Another will take place at the Edith Green - Wendell Wyatt Federal Building in downtown Portland Friday, Nov. 14th. For a complete local health fair calendar, go to [www.oregon.feb.gov](http://www.oregon.feb.gov), and look on the opening page under "Featured Programs."

For more information on the FEHB Program, contact your Human Resources Manager or go to [www.opm.gov/insure/health](http://www.opm.gov/insure/health).

## OFEB Testing Financial Planning Program for Local Feds

The OFEB is conducting a pilot program to test the feasibility and value of offering financial planning seminars on a regular basis to our local federal employees in 2004.

Bruce Trang will lead the next session on Wednesday, Dec. 3rd from 1:00 - 2:30 p.m. at the Edith Green - Wendell Wyatt Federal Building in downtown Portland, room 272. There is no cost to attend. This class will be tailored specifically for Federal Employee Retirement System (FERS) employees, as it will follow the second half of one of our FERS Retirement and Estate Planning seminars. You do not have to be enrolled in the Retirement and Estate Planning session to attend.

The pilot program has been initiated because several federal employees have expressed a need for more financial information in our retirement and estate planning seminars. Contact Mary Ceciliani at 503-326-3010 or [mcecilia@pcez.com](mailto:mcecilia@pcez.com) if you are interested in attending.



## FEDERAL FOCUS

**Agency Name:** National Agricultural Statistics Service, Oregon State Office  
**Director:** Janice Goodwin, State Statistician  
**Address:** 1220 SW 2nd Ave., Suite 1735  
Portland, OR 97204  
**Phone:** 503-326-2131  
**E-Mail:** [Janice\\_Goodwin@nass.usda.gov](mailto:Janice_Goodwin@nass.usda.gov)  
**Web Page:** [www.nass.usda.gov/or/](http://www.nass.usda.gov/or/)  
**Service Area:** Oregon

**Agency Purpose:** The National Agricultural Statistics Service (NASS) is an agency of the United States Department of Agriculture (USDA). NASS's mission is to "provide timely, accurate, and useful statistics in service to US agriculture." The 1,100 staff members carry out this important mission by preparing official annual estimates for the nation and each state, and by conducting a comprehensive Census of Agriculture once every five years. Forty-five field offices serve all 50 states.

These field offices collect, verify, and analyze data which are used to prepare statistical estimates. Farmers, ranchers and agribusinesses are the grassroots source of information, collected through voluntary, confidential surveys conducted by each state office throughout the year. Statisticians at headquarters in D.C. review state recommendations and issue estimates to the public throughout the year. About 300 national and 9,000 state reports are issued annually. Cooperative agreements with state governments also permit preparation and publication of county-level estimates for many states. In addition, many field offices conduct surveys for other government agencies and private organizations.

**Local Profile:** The Oregon Agricultural Statistics Service (OASS) office is responsible for compiling and publishing agricultural statistics for Oregon. The office consists of 16 dedicated, hard-working agricultural and mathematical statisticians, IT specialists, and support staff. In addition, some 50 part-time interviewers from the National Assoc. of State Departments of Agriculture (NASDA) collect the bulk of the data, used to compile the many reports issued each year by the office.

The variety of statistical data series is due to the rich diversity of Oregon agriculture. The commodities for which data are provided cover everything from sheep to nuts (hazelnuts, that is)! The OASS works closely with state commodity groups as well, like The Wine Board or the OR Wheat Commission, who are interested in information beyond what is available in the national program. The OASS also collaborates with the OR Dept. of Agriculture to publish an annual summary of agricultural statistics. Once every five years the OASS conducts a detailed Census of Agriculture for the state. The staff is currently busy analyzing and compiling the information for the 2002 Census, scheduled for release next spring.

# COMMITTEE CORNERS

## Policy Committee



The Policy Committee will meet Friday, Dec. 12th to review the calendar year's efforts and discuss the coming year's objectives. New OFEB training directions, such as federal wellness, financial planning, career transition planning and emergency planning will be topics to discuss, among others.

**NEXT MTG:** 12/12, 12 - 2 pm, location TBD

## Administrative Services



The Bureau of Land Mgmt.'s Most Efficient Organization Study (MEO) will be featured at the next meeting (see pg. 1), along with career transition issues, succession planning, a tech committee direction and federal agency public education opportunities. HR, Administrative & IT personnel are invited to attend.

**NEXT MTG:** 12/10, 8:30 - 10 am, Portland Cable Access

## Combined Federal Campaign



The CFC is at its mid-point, and results thus far are on pace with 2002. Several large agencies, such as the Postal Service, VA Medical Center, and Army Corps of Engineers have begun submitting significant donations. The Leadership Team met Oct. 23rd to discuss a campaign-ending celebration event, which will most likely be a luncheon in early January '04.

If you are a CFC coordinator and have contributions to turn in, or need additional supplies, contact Nancie Pruitt at [nancie\\_pruitt@pcez.com](mailto:nancie_pruitt@pcez.com) or 503-226-9384.

## Shared Neutrals/ADR



The committee is proud to welcome Beverly Bolensky Dean, Senior Human Resources Analyst for the City of Portland, to the board. Beverly brings her vast knowledge of local govt. and community leaders to our group, and we are excited to have her with us.

Training for 6-7 new mediators takes place 11/17 @ BPA. Oct. saw 11 new mediation cases added, among the highest amounts in recent years.

**NEXT MTG:** 12/3, 2-4 pm, Duncan Plaza 10th Fl.

## Emergency Preparedness



The Federal Emergency Management Agency (FEMA) was present at the OFEB's General Membership Meeting on Oct. 22nd. Several local federal leaders, including Emergency Management Committee Chair Les Miller, talked to John Pennington, Regional Director, and Deputy Director Tammy Daherty about the needs in our region and future cooperation. FEMA's regional office is near Seattle, WA and they have close ties to the Seattle FEB. FEMA pledged to be more directly involved with the OFEB as well.

## Retention & Development



The next retirement benefits and estate planning seminar will be for FERS employees, Dec. 2-3. Contact Mary Cecilian at [mcecilia@pcez.com](mailto:mcecilia@pcez.com) or 503-326-3010 to register.

The OFEB is testing two new offerings: Financial Planning for Federal Employees, and Federal Wellness/No-Cost Pedometer Loan Program. See the Calendar (pg. 4) for details on or go to the OFEB web site at [www.oregon.feb.gov](http://www.oregon.feb.gov).

## Public Affairs



The FEB Public Affairs Committee will meet Friday, November 14th to discuss ways to increase awareness of the impact that federal employees have on our community and a awareness of our services for citizens. One idea is the production of videos highlighting federal services. Feedback from the last meeting, a joint Public Affairs/Emergency Prep session, will also be reviewed.

**NEXT MTG:** 11/14, 9:30 am, Green-Wyatt, #225

## Minority Business Opportunity



The Minority Enterprise Development (MED) Week Awards Luncheon and Training Institute on October 15th was another huge hit, with over 450 local business and community leaders from around the state in attendance (see pg. 1). Thanks to Rhonnda Edmiston, Judy Trotter, Mary Jo Witty, Tyrone Henry and the entire committee for a marvelous job on the event. To learn more, go to [www.oregon.feb.gov/mboc](http://www.oregon.feb.gov/mboc).

**NEXT MTG:** 11/13, 10 am - 12 pm, Metro offices.

# OFEB CALENDAR OF EVENTS

## NOVEMBER '03

### FEHB Program Open Season Fairs

Nov. 4th - 24th

Various Times

The Federal Employees Health Benefits (FEHB) Program Open Season is **Nov. 10th - Dec. 8th**. A broad range of health fairs will be held throughout NW Oregon and SW Washington so federal employees can learn more about their health insurance options.

**NEW** - go to [www.oregon.feb.gov](http://www.oregon.feb.gov) for a **calendar** of health fairs being held in the region! See [www.opm.gov/insure](http://www.opm.gov/insure) for information on the FEHB program participating health plans.

Locations: Albany, Newport, Portland Metro, Salem, The Dalles, Vancouver

### Minority Business Opp. Committee

Nov. 13th

10:00 a.m. - 12:00 noon

This is our monthly meeting to discuss ways to enhance opportunities for minority small businesses to earn federal, public and private sector contracts.

Location: Metro  
600 NE Grand Ave.  
Portland, OR 97232

### Public Affairs Committee Meeting

Nov. 14th

9:30 - 10:30 a.m.

This is the quarterly meeting of local federal Public Information or Public Affairs professionals, designed to share ideas, contacts and best practices.

Location: Edith Green-Wendell Wyatt Bldg.  
1220 SW 3rd Ave., Room 225  
Portland, OR 97204

### Federal Wellness/Pedometer Program

Nov. 20th

9:30 - 10:30 a.m.

As part of a new OFEB Federal Wellness program, pedometers will be made available for a two-week loan. A brief orientation introduces you to the small devices that count the number of steps you take. These provide a great "next step" to help you begin thinking about making healthier lifestyle choices.

Location: Edith Green-Wendell Wyatt Bldg.  
1220 SW 3rd Ave., Room 272  
Portland, OR 97204

Cost: No charge. To register, please contact Mary Ceciliani at 503-326-3010 or [mcecilia@pcez.com](mailto:mcecilia@pcez.com).

## DECEMBER '03

### FERS Retirement Planning Seminar

Dec. 2nd - 3rd

8:30 a.m.

Location: Edith Green-Wendell Wyatt Bldg.  
1220 SW 3rd Ave., Room 272, Portland

Day 1: 8:30 a.m. - 4:00 p.m. (register @ 8:00 a.m.)  
Day 2: 8:30 a.m. - 12:00 noon

Cost: \$100 for federal employees, \$40 for non-federal spouses. To register, please contact Mary Ceciliani at 503-326-3010 or [mcecilia@pcez.com](mailto:mcecilia@pcez.com).

### Financial Planning for Feds (FERS)

Dec. 3rd

1:00 - 2:30 p.m.

This is a pilot program to test the feasibility and value of offering financial planning seminars on a regular basis to our local federal employees in 2004. Led by Bruce Trang, this session is tailored specifically for FERS employees. You do not have to be enrolled in the Retirement and Estate Planning portions (above) to attend.

Location: Edith Green-Wendell Wyatt Bldg.  
1220 SW 3rd Ave., Room 272, Portland

Cost: No charge. To register, please contact Mary Ceciliani at 503-326-3010 or [mcecilia@pcez.com](mailto:mcecilia@pcez.com).

### Shared Neutrals Committee Meeting

Dec. 3rd

2:00 - 4:00 p.m.

The monthly meeting to discuss, analyze and enhance mediation services for our member organizations; includes reports from training, personnel and marketing sub-committees.

Location: Robert Duncan Plaza  
333 SW 1st Ave., 10th floor  
Portland, OR 97204

### Administrative Service Committee

Dec. 10th

8:30 - 10:00 a.m.

The Bureau of Land Mgmt.'s Most Efficient Organization Study (MEO) will be the featured, along with career transition issues, succession planning, a tech committee direction and federal agency public education opportunities. HR, Administrative & IT personnel are invited to attend.

Location: Portland Cable Access  
2766 NE Martin Luther King, Jr. Blvd.  
Portland, OR 97212

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## OFEB Policy Committee Officers

**Cathy Callahan:** OFEB Chair, National Labor Relations Board  
**Lynda Stelzer:** Administrative Services Committee Co-Chair, Bonneville Power Administration  
**Kathy Eaton:** Administrative Services Committee Co-Chair, Bureau of Land Management  
**Randy Crockett:** Combined Federal Campaign Chair, Social Security Administration  
**Les Miller:** Emergency Preparedness Committee Chair, U.S. Army Corps of Engineers  
**Beth Anne Steele:** Public Affairs Committee Chair, Federal Bureau of Investigation



### *At Large Members:*

**Anne Badgley**, Regional Ecosystems Office; **Lucy Devenney**, Willamette National Cemetery; **Janice Goodwin**, National Agricultural Statistics Service; **Bob Graham**, Natural Resources Conservation Service; **Harry T. Hall**, Federal Energy Regulatory Commission; **Captain Paul Jewell**, U.S. Coast Guard, Marine Safety Group; **Jerry Lorang**, Veterans Affairs Regional Office; **Lt. Col. Charles Markham**, U.S. Army Corps of Engineers.

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## Sub Committees/Chairs

The first three sub-committees below are part of the OFEB Administrative Services Committee. Community service (represented by the Combined Federal Campaign), Emergency Preparedness and Public Affairs are stand-alone committees.

*Alternative Dispute Resolution /Shared Neutrals  
(mediated employee disputes):*

**Chair: Fran Petersen**, Bonneville Power Admin., (503) 230-5860

*Collaborative Retention/Employee Development:*

**Chair:** Staffed by **Ron Johnson** and **Jeff Sargent**

*Minority Business Opportunity Committee:*

**Chair: Tyrone Henry**, Portland Development Commission, (503) 823-3315

*Combined Federal Campaign*

**Chair: Randy Crockett**, Social Security Administration, (503) 326-6309

*Emergency Preparedness:*

**Chair: Les Miller**, U.S. Army Corps of Engineers, Portland Dist. (503) 808-4400

*Public Affairs:*

**Chair: Beth Ann Steele**, Federal Bureau of Investigation (503) 552-5238

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## OFEB Staff

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