



San Francisco Bay Area Federal Executive Board February 8, 2017 Board of Directors Meeting Minutes

2017 FEB Board of Directors

Officers

Chair, Gita Uppal
Treasurer, Janie Thomas
Past Chair, John Kramar

Ex-Officio

Ahsha Tribble, FEMA
Dan Brown, GSA
Janie Thomas, DOL
John Bennett, FBI
Mario Canton, FPS
Robert Trefault, OPM
Vickie McAllister, IRS

Appointed

Betsy Thompson, HHS
Fred Lau, DHS, TSA
Jesus Mendoza, USDA, FNS
John Cabeca, U.S. Patent Office
John Kramar, USCIS
Kathleen Roscher, DHS, TSA
Patricia Raymond, SSA
Rafael Nunez, USPIIS

Military

CAPT Joseph Kramek, USCG
Merry Goodenough, USACE
Michael Stocks, U.S. Army

Council Chairs

Jim Macaulay, FEMA
John Kramar, USCIS
June Moss, VA
Kimberly Nash, HUD
Leo Kay, DOL
Linda Moore, USPS
Maria Jauregui, DOJ
Ridwana Bentley, DOJ
Robert Trefault, OPM

Call to Order

Gita Uppal, Chair, called the meeting to order at 10 AM

Attendees

Board Members

Joseph Kramek - USCG
June Moss – VA
Kathleen Roscher – DHS
Janie Thomas – DOL
Les Yamagata - GSA

Guests

Andrew Jackson, GSA
Peter Bierwith, FBI
John Cabeca – Patent and Trade Office
Michael Connolly – EEOC
Michele Kwok – VA
Sara Snyder – MSPB
Nancy Buo – MSPB
Andrew Jackson – GSA
Casey DeShong – FEMA
Dedrick Waterford – VA
Dan Dewell – USCG
Anna Dixon - USCG

Staff

Sara Russell – SFFEB
Gail Castaneda – SFFEB
Leah Ganj-Bakhsh –SFFEB Intern

Introductions and Welcome: Gita Uppal, Chair, welcomed everyone and asked to go around the room for introductions.

Approval of January Minutes: Gita Uppal called for a review of the January 27, 2017, meeting minutes, and a motion to accept. John Kramar, USCIS made the motion, seconded by John Cabeca, USPTO. Approve: 8, Oppose: 0, Abstain: 0
The Board accepted the minutes as prepared.

Review Strategic Planning from January Retreat:

We agreed to **focus on Interagency Collaboration** this year. At this meeting we discussed further some of the ideas. **Highlighted in yellow is what we put in motion so far.**

1. Speed Networking among agencies

- a. SFFEB to follow up with Robert Persepiane

2. Identify Training need for Certification Requirements

- a. **Work with new Training Director, TBA**, to identify certification needs for training classes – Robert Persapane has a list of training directors that FEMA uses to outreach to
 - i. CLEs for
 - 1. **Contracts scheduled for April, thank you, Les Yamagata**
 - a. Warrants
 - 2. Lawyers
 - 3. Public Affairs – risk communication, press outreach
 - 4. MSPB can host classes as needed – Sara Snyder
 - 5. FEMA has classes on preparedness – Robert Pesapane
 - 6. FBI’s Health and Safety Officer, Peter Bierwirth offered to hold ergonomics inspections for other agencies.
 - 7. SFFEB will investigate USCG trainings and if there is room for civilians to attend
 - 8. GSA has expertise in Employee Engagement and Diversity – Andrew Jackson

3. Policy Implementation/Best Practices and Rapid Response Teams

- a. Assist agency executives to implement mission during administration transition
 - i. **Hiring Freeze confusion, share info and Best Practices through HR Council – Rapid Response needed**
 - 1. **HR Council**
 - a. **HR Council is first Rapid Response Team, to clarify new E.O. on Federal Hiring Freeze**
 - b. **Information so far:**
 - i. **GSA shared the problem of having offered positions but all the paperwork wasn’t completed before 1/20 and they have federal employees who left their agency assuming they were coming on to GSA to be caught in this limbo time.**
 - ii. **USGS has lots of exemptions**
 - iii. **USCIS exemptions for immigration officers**
 - iv. **FEMA is submitting a list of position titles for emergency response**
 - v. **DOL is submitting list of Health and Safety Inspectors – following sequestration as a guide for**

identifying positions. Although this is not the same as sequestration, focus here for exceptions is national security

- vi. Clarification, interagency transfers like the PMC program are fine, as long as no salary is change from one agency to another and the impact to the existing agency is low
- vii. Conference call with HR Council was held on 2/6/17
 - 1. SFFEB responded with establishing a collaboration page on website
- viii. Calendar of training events

4. Build cross-agency relationships

- a. GSA can assist with SFFEB website: Andrew Jackson
- b. SFFEB Chair take initiative to reach out to FEB Chair Network for information sharing – West Coast FEB Meeting on 2/24/17
- c. SFFEB get BIO Profiles of Agency heads for Website
- d. Discuss appropriate agency messaging, strive for consensus in messaging
- e. Focus on solution-oriented programs – look at metrics to support policy interpretation and support our missions and fiduciary obligation to the American public

5. Understand how Sanctuary City Policy may affect our federal grant dollars

6. The Board wants to pursue what options there are for increase in locality pay.

- a. How can SFFEB as a group influence this, since we keep losing people after job offers who can't afford to live here.

7. Leadership Development Program

- a. Stand Up LDP this year, Director Robert Trefault with assistance from Robert Persapane

8. Career Fair for existing Employees

- a. If there is a RIF, find out what SFFEB did during BRAC (base closures) to share information
- b. SFFEB deposit of local job
- c. Career Help to existing Employees, Resume Writing – 3/27-28
- d. How can we help staff who may be let go during a RIF

9. Tracker of Cabinet and Administrator Bay Area Visits

- a. Calendar of visits, invite other federal agency head to attend, show we work together, keep messaging the same

10. Bylaws Committee meets on 2/23 to discuss proposed changes.

- a. Janie Thomas, John Kramar, Gita Uppal, John Cabeca, Sara Russell

11. (Reminder from January Minutes) - Setting up Rapid Response Teams to change in directions

- a. First, evaluate issue
 - i. Is this something we need the board to take action on?
 - ii. Is this something that requires collaboration, if yes proceed
 - iii. Figure out appropriate messaging work with Public Affairs Officers and Lawyers on communication and vulnerabilities
 - iv. Identify who has authority on the issue
 - v. Can our response be a force multiplier
 - vi. Focus on solution oriented not bemoaning the problem
 - 1. SFFEB ED calls other FEBS to gather what they are doing
- b. SFFEB calls local agencies to see if anyone has a response to an issue
- c. Find appropriate place for issue, within existing Council or set up workgroup
- d. SFFEB sets up a cloud-based information sharing on a topic, encourage policy interpretation sharing, clearinghouse for information, SFFB board bios, suggested best practices, blog, pull in info from other FEBS
- e. May need to be more fluid in our meeting agendas to deal with new topics

Next meeting March 9, 2017

FEMA, 1111 Broadway, Oakland, Ste 1200

Constitutional Law presentation to follow from 11-12:30 PM

Adjourn: 11:00 a.m