



MINUTES

San Francisco Bay Area Federal Executive Board August 10, 2017

2017 FEB Board of Directors

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1. Attendees

1. John Cabeca, USPTO
2. John Kramar, USCIS
3. Anupa Bajwa, USCIS
4. Subroto Banerji, HHS
5. Christopher Duncan, CBP
6. Susan Dwyer, CDC
7. Vanessa Fong, CDC
8. Merry Goodenough, USACE
9. Silvio Lugo, USCourts
10. Christy Riccardi, HQ DHS
11. Kelly Shaban, USCourts
12. Betsy Thompson, HHS
13. Gita Uppal, VA
14. Antonio Doss, SBA
15. Connie Yao, NASA
16. Tong Qin, SBA
17. Ram Koppaka, HHS
18. Sarah Kim-Lee, SSA
19. Roland Lyons, USCIS
20. Richard Valeika, USCIS
21. June Moss, VA
22. Gail Castaneda, FEB

2. **Welcome & Roll Call:** John Kramar, USCIS, Chaired the meeting. The Naturalization Ceremony held at the Paramount Theater in Oakland, August 3rd. This is a ceremony everyone should have the opportunity to attend. If anyone is interested in attending a ceremony, you may contact either John Kramar or Sharon Rummery. John spoke about the history of USCIS: <https://www.uscis.gov/about-us/our-history>.

3. **Gita Uppal, FEB Chair:** Thanked everyone for attending the meeting and John Kramar for hosting. Gita would like the FEB to get involved in Young Government Leaders, and see how we can partner with them. FEB is planning speed working, dates TBD. Gita will give an update on the FEB Executive Directors, DC meeting she attended at Septembers Board meeting.
4. **Motion to Approve July Minutes:** John Cabeca, 2nd Susan Dwyer, vote to approve unanimously.

5. **Executive Director's Report** - Gail Castaneda for Sara Russell

- a. July Update: Civility in the Workplace, EAP was well attended. EAP offers a variety of training and will present at all agencies if anyone is interested. Summer Ice Cream Social, was in the Sky Garden. Approximately 80 attendees, this was a huge success, and the comments were they want to have more social events.
- b. August Update: The Bamboo Principle: 7 Roots of Peak Performance and Front and Center: Effective Communication & Presentation Skills. Both were successful and outstanding evaluations were received.
- c. September Training: Plain Writing, Beyond Time Management, and Building Teams.
- d. Federal Night at the Park, September 15th, Giants vs. Diamond Backs
- e. Planning Ahead: Active Shooter, FERS Retirement Session and Congressional Briefing and Speed Networking

6. **PMC Rotation Program**: Anupa Bajwa, Kelly Shaban, and Connie Yao PMC presentation. Presentation attached.

Council Report: Subroto Banerji on Outer Island Committee:

What is the Outer Pacific Committee? The Outer Pacific Committee is an Interagency Committee, chaired by U.S. Department of Health and Human Services, Office of the Assistant Secretary for Health, Region 9. We bring together staff working on programs in the U.S. Territories (American Samoa, Commonwealth of the Northern Mariana Islands, and Guam) and the Freely Associated States ([The Federated States of Micronesia](#), Republic of the Marshall Islands, and the Republic of Palau). The purpose of the group is to share information about federal programs affecting the communities and work on common issues. For more information about the Outer Pacific and how they govern see, [Outer Islands Formation, Governance, and Descriptions](#). Contact: If you work on Pacific Island issues and want to learn more about this group or sign up for our email distribution list, contact Mr. Subroto Banerji, U.S. Department of Health and Human Services, Office of the Assistant Secretary for Health, at 415-437-8114 or Subroto.Banerji@hhs.gov.

7. **CFC Report**: June Moss, announced the CFC open season, October 2 through January 12th. CFC changes: 1. No cash donations 2. Retirees can now donate to CFC 3. New hires will have the opportunity to donate

Tour of the Historic U.S. Customs House

Adjourn