



INTERAGENCY CONNECTION

215 Dean A. McGee, Suite 320, Oklahoma City, OK 73102

<http://www.oklahoma.feb.gov/>

(405) 231-4167

Chair's Corner



Our annual **Awards Program** was a smashing success!

I want to thank Col. Despinoy and Larry Flener for taking a leadership role in our awards program and all the agency leaders who took advantage of

the opportunity to nominate your best employees for this prestigious recognition!



Thirteen of our fifteen award winners are in the photo above. Please review pages 5-6 for familiar names, friends and fellow co-workers. All of the FEB Award nominees are listed within this newsletter.

We have a few very exciting initiatives underway: The Oklahoma FEB has partnered with FEMA Region VI to have members of our Emergency Preparedness Council trained and certified to train a **FEMA COOP Program Manager course** at the local level. Well underway, we now have a no-cost training offering which will result in FEMA certification upon successful completion. Please see page 9 of this newsletter and our website for more information.

The FEB Office was approached by one of our member agencies regarding the possibility of establishing an **Interagency Consortium of trained EEO Counselors**. We need employees of all grade levels for participation in this program. Training is available at the lowest cost possible! For the \$85 registration fee, the agency receives a trained employee to increase 'in-house resources' and has the opportunity to request an outside resource, when needed, at no cost.

The FEB Office is also working on a schedule of '**Government Job Fairs**' at Colleges and Universities in Oklahoma for our government community. The goal is to attract students to public service careers and provide job fair opportunities to our agencies at no-cost or the lowest cost possible.

We had our first interagency meeting on **Faith-Based and Community Outreach** initiatives. We learned there are several federal agencies who are tasked with this initiative and we are all in various stages of implementation. Our next meeting is scheduled for June 7th; if you were unable to attend the first meeting, please be sure to attend in June (or send your representative).

With many activities unfolding, be sure to watch this newsletter and our website for registration information.

Dorothy A. Overal
Dottie Overal, Chairperson

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Myths About Career Executives and Political Appointees

Taken from MSPB's Issues of Merit, April, 2005 *A recent study finds some long-held assumptions need to be reconsidered.*

The IBM Center for the Business of Government recently released a report, *Getting To Know You: Rules of Engagement for Political Appointees and Career Executives*. This report looks at myths frequently held by political appointees about career executives and by career executives about political appointees. After discussion with numerous political and career executives, the authors identified the following myths that career executives believe political appointees hold about them, such as :

- Career executives are loyal to the previous administration.
- Career executives are not passionate about their work and they don't work hard.
- Career executives are mostly interested in job security.
- Career executives always resist new policy ideas.
- Career executives don't want their political bosses to succeed

When the authors explored these beliefs, they found they seldom had much basis in fact. Contrary to the first myth, the authors concluded that most career employees check their personal politics at the door because they view their role in Government as technical rather than partisan. Similarly, they found that most career executives work extremely hard under tight deadlines and often stressful conditions. Rather than being motivated by job security, the study showed that most career executives are motivated by a strong sense of public service, mission dedication, participation in the policy process, and intellectual challenge.

The authors also found that most career executives are not against new policy ideas, but they are sensitive to the various implementation challenges. Frequently the career executives have had many years of experience dealing with changes in organizational direction and, as a result, they tend to see change in very pragmatic terms.

Perhaps most importantly the study concluded that most career executives want their political executives to succeed because they believe in the

system and because they want their agencies to succeed. The typical career executives want to add value to the process. If the political boss does not succeed then this diminishes the career executive's perceptions he or she is contributing.

For their part, many political appointees also believe career employees mischaracterize them in a number of ways. The myths they think career employees hold about them include:

- Political appointees care only about ideology and not about organizational stewardship.
- Political appointees are not really competent for their jobs.
- Political appointees do not want to hear information which contradicts their ideological agendas.

Once again the authors of the report found these beliefs frequently do not reflect the facts. Instead of being rigidly ideological, the study showed that most political appointees care about leaving the agency a better place than they found it. In a similar vein, rather than being incompetent, political appointees are often highly educated, have prior Government experience, and have expertise in policy.

Accordingly, most political appointees also want to make sound decisions based on evidence. In fact, the authors conclude that most political appointees are more interested in "getting it right" than in adhering to a rigid political agenda. According to the authors, whether a person is effective as a political appointee has little to do with political party; managerial and interpersonal factors are far more important.

The report concluded that the reality is far more positive and affirming than the mythology would imply. The authors discuss "constructive rules of engagement" and provide recommendations on how political and career executives can form productive partnerships to achieve policy objectives. In this time of post-election appointment changes, these are important lessons to review. See the report at www.businessofgovernment.org/pdfs/FerraraRossReport.pdf for more information.



Pride in Public Service

Did You Know About FEB Councils...

Federal Women’s Program Council

The Federal Women’s Program Council is undergoing an *Extreme Makeover* in 2005! The interagency Council for Federal Women’s Program has been “re-activated” and is co-chaired by Tammie Kierstead, VA Medical Center, and Cynthia Corbett, FAA Mike Monroney Aeronautical Center, Federal Women’s Program Managers from their respective agencies.

The makeover consists of three 2005 workshops during which delegates from Oklahoma’s federal agencies will gather to discuss their agency’s Federal Women’s Program (FWP) policies, explore the successes and needs of each agency’s program, designate the goals of the FEB Federal Women’s Program Council, develop strategies to accomplish those goals, and determine topics for quarterly training sessions beginning in 2006. The kick-off workshop was held on March 3 with 18 attendees representing nine agencies. Future workshops are scheduled for June 10 and September 22, 2005.

“We want to develop a resource for each agency’s Federal Women’s Program. A Federal Women’s Program is required for each facility, but with ever decreasing budgets, the programs are not well funded. That makes it difficult for Program Managers to develop innovative and active programs. We expect to offer training workshops starting in 2006 to meet whatever needs are communicated to us,” says Corbett. “We would like a delegate from each agency to serve on the Council, but executive agency management officials, supervisors, Federal Women’s Program Managers, and federal employees are all invited to our workshops. We need input from every level.”

Kierstead points out, “There are federal laws and agency policies that guarantee equal employment opportunity in the federal government, and managers and supervisors are the first-line guardians of these EEO guarantees. The Federal Women’s Program Council and the agency FWPs support them in meeting the challenge. We’d like to have representation from every agency in the state.”

Delegates may be designated to the FWP by contacting Trish Plowman at the FEB. If you would like more information about Federal Women’s Program Council please contact: Tammie.Kierstead@med.va.gov, or Cynthia.Corbett@faa.gov.

American Indian Council

The American Indian Council (AIC) identifies and coordinates American Indian issues, projects and activities for the Federal Executive Board. The AIC’s mission is to initiate and implement projects that promote the employment and advancement of American Indians in the Federal Government.

The activities and goals of the AIC support and enhance the Federal Executive Board. Some of the goals include: Identifying and Eliminating Barriers, Planning Programs in Career Development and Training, Networking, and Community Outreach Activities.

Membership of the Council is comprised of representatives from various federal, state, and county agencies, private organizations and special interest groups throughout the State of Oklahoma. The membership also constitutes a commitment to participate in council work and activities. Members recognize this responsibility and fulfill it in part by attending council meetings and contributing to the discussions and decisions on council matters.

The AIC is committed to the community they serve. Involvement in the surrounding communities within the state has included outreach activities at local American Indian events, conducting two workshops/conferences in July 2002 and April 2003, conducting one-day workshops on “How to Apply for a Federal Government Job”, and developing a council directory on services available from the Federal Government and other agencies to American Indians.

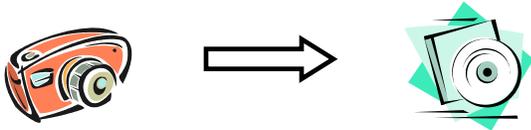
The workshops and conferences provided information to help individuals have a better understanding of each tribe’s uniqueness, beliefs and culture. It also provided participants a better understanding of the importance of consultation with tribal governments from the perspectives of tribal leaders and federal agencies.

Plans for FY-06 include participation in job fairs, conducting additional conference early spring of 2006. Contact Mary Lou Drywater, AIC Chair regarding workshops on applying for federal jobs at (405) 790-1040 or Jami Russell, AIC Secretary, at (405) 790-1019, for more information about the American Indian Council.



New service for your convenience!

This year, photos of the Federal Executive Board's (FEB) Awards Ceremony will be made available for purchase on CD.



If you would like photos of the Awards ceremony for your agency's newsletter or would like to obtain the photos as a keepsake of your participation, contact the FEB Office or use the request form below no later than Friday, May 13, 2005.

Name: _____
Agency: _____
Mailing Address: _____ For CD _____
Phone: _____
Email: _____

Cost of CD: \$10.00 per copy

Identify Form of Payment: Cash Check
 Credit Card PO Order (attached)

Mail to:	Oklahoma Federal Executive Board 215 Dean A. McGee, Ste 320 Oklahoma City, OK 73102
Or fax to:	(405) 231-4165

We wish to thank FAA's Multi-Media Group for making this possible!

“Buckle Up in Your Truck” Educational Campaign Continues And “Click It or Ticket” Returns May 23—June 5

Safety belts reduce the risk of dying in a rollover pickup crash by up to **80%**.



It's the smart move that gets you on down the road.

Click It or Ticket

May 23 – June 5

Oklahoma Highway Safety Office
405-523-1570

Arkansas, Louisiana, New Mexico, Oklahoma, Texas, and the Indian Nations—During the national “Click It or Ticket” enforcement mobilization May 23 – June 5, travelers in Oklahoma and across the region will face a ticket and a fine for ignoring state safety belt use laws, according to Oklahoma Highway Safety Office Director Joe McDonald.

Georgia S. Chakiris, South Central Region Administrator, National Highway Traffic Safety Administration (NHTSA) said, “The Buckle Up in Your Truck educational campaign, which kicked off a year ago, is beginning to result in increased awareness and increased safety belt use by pickup truck drivers and passengers in Arkansas, Louisiana, New Mexico, Oklahoma, Texas, and the Indian Nations. Immediately after the first awareness period in May 2004, pickup truck belt use increased more than 8 percentage points in the region. We are hoping to make even stronger gains this year.”

Law enforcement agencies throughout the state will be participating in Click It or Ticket. “We are using the powerful combination of paid advertising and earned media to convince more pickup truck drivers and passengers to use their safety belts,” said McDonald. “And for pickup drivers or anyone in any motor vehicle who is still not buckled up, when you're stopped you can count on getting a ticket.”

For lifesaving information on safety belts in pickups, visit: BuckleUpInYourTruck.com.

For more details about safety belts, child safety seats, and booster seats in all vehicles, call the Oklahoma Highway Safety Office 405-523-1570 or visit the NHTSA website at www.nhtsa.dot.gov.



2005 Federal Executive Board Awards

The following public servants were honored by the federal community during a luncheon on May 2, 2005. We applaud their accomplishments and dedication to making government work better! We want to again recognize the following individuals for their contributions:

Clerical/Administrative-DOD

Janis R.	Drury	97 th Mission Support Squadron-Altus AFB
MSgt Gregory R.	Matthews	NEXRAD Radar Operations Center-Norman
Rhonda R.	Motley	Oklahoma City Air Logistics Center
Carol F.	Reynolds	507 th Air Refueling Wing
Virginia	Theinert	Defense Logistics Agency

Winner: Melva J. Glaser, 71st Communications Squadron-Vance AFB

Clerical/Administrative

Vivian	Deevers	VA Medical Center-Muskogee
James	Jones	VA Medical Center-Oklahoma City
Clarissa A.	Renner	FAA Academy
Donna J.	Wolfe	Hastings Indian Medical Center-Tahlequah

Winner: Sandra D. McPherson, NEXRAD Radar Operations Center-Norman

Outstanding Community Service

James C.	Davis	Defense Information Systems Agency
Mary Lou	Drywater	Bureau of Land Management
Maureen	Harvey	VA Medical Center
Glenn	Lefko	FAA Academy
Danny	McClain	Aviation System Standards
Tam	Vo	Social Security Administration
Patricia I.	Wilson	Oklahoma City Air Logistics Center

Winner: Richard Rasmussen of the NEXRAD Radar Operations Center in Norman

Outstanding Customer Service

Terrell	Ballard	NEXRAD Radar Operations Center-Norman
Sara	Cavallo	Social Security Administration-Moore
Donald	Green	VA Medical Center-Muskogee
Denise S.	Hay	Oklahoma City Air Logistics Center
Cynthia D.	Keeling	VA Regional Office-Muskogee
Irv	McKey	Mike Monroney Aeronautical Center
Sandi D.	Ott	71 st Flying Training Wing-Vance AFB
Master Sergeant Joey W.	Parks	97 th Mission Support Squadron-Altus AFB
Paul Y.	Pender	Aviation System Standards
Stephen L.	Terry	VA Medical Center
Bob	Whitaker	Defense Information Systems Agency

Winner: Susan Bates-Ward of the Staff Judge Advocate's Office-Fort Sill

Outstanding Diversity Contribution

Christopher L	Dozier	Defense Information Systems Agency
Jessie L.	McMullen	FAA Academy

Winner: Ana Celia Pinkson of the VA Medical Center

Outstanding Employee with a Disability

Roena Renee	Greuel	Oklahoma City Air Logistics Center
Nancy	Jones	VA Medical Center

Winner: Joseph M. Fast of the VA Regional Office in Muskogee

Supervisory-DOD

M. Cristina	Bourbois	97 th Air Mobility Wing-Altus AFB
Robert L.	Hanson	Army Field Artillery Center-Ft. Sill
Major Michael W.	Miller	NEXRAD Radar Operations Center-Norman
Thomas J.	Ramsey	Oklahoma City Air Logistics Center
Major Donald L.	Satterlee	507 th Air Refueling Wing

Winner: Rodney C. Walker of the Defense Information Systems Agency



2005 Federal Executive Board Awards (cont'd)

Outstanding Law Enforcement

The winner is: *Homer Jay Frisby of the VA Medical Center*

Supervisory

Fred	Anderson	Aviation Systems Standards
William	Armstrong	NEXRAD Radar Operations Center-Norman
Marianne	Baccus	VA Medical Center-Muskogee
Deon Adrian	Clayton	Bureau of Prisons
Randal S.	Postlewait	FAA Academy

The winner is: *Phyllis Curtis of the VA Regional Office in Muskogee*

Technical, Professional, and Administrative, GS-8 and below-DOD

Mary Lou	Gomez	Defense Contract Management Agency-Tulsa
Charles E.	Myers	Defense Logistics Agency
SrA Michael F.	Schuman	97 th Contracting Squadron-Altus AFB

The winner is: *Jeanna R. Fowler of the Oklahoma City Air Logistics Center*

Technical, Professional, and Administrative, GS-8 and below

Linda Jean	Curtis	National Weather Service
Defawna	Delay	Social Security Administration-Moore
Jordan C.	Garner	VA Regional Office-Muskogee
Carolyn	Mahoney	USDA Risk Management Agency
April	Reynolds	VA Medical Center

The winner is: *Patricia Canan of the Social Security Administration in Oklahoma City*

Technical, Professional, and Administrative, GS-9 and above-DOD

Ray	Bennett	Defense Contract Management Agency-Tulsa
Nils O.	Brobjorg	97 th Civil Engineer Squadron-Altus AFB
Randall	Bratcher	Tulsa Army Corps of Engineers

Technical, Professional, and Administrative, GS-9 and above-DOD cont'd

Mary S.	Loveless	71 st Communications Squadron-Vance AFB
Teresa A.	Smith	Staff Judge Advocate's Office-Fort Sill
Colette M.	Staats	Oklahoma City Air Logistics Center
Charles S.	Stoneking	Defense Logistics Agency
Lap T.	Ton	Defense Information Systems Agency

The winner is: *Captain Robert G. Atkins Jr. of the 507th Air Refueling Wing*

Technical, Professional, and Administrative, GS-9 and above

Alfonso	Castaneda Jr.	Mine Safety & Health Administration
Walter Scott	Correia	Bureau of Prisons
Shelly K.	Crowley	Transportation Safety Institute
Mitchell	Edmondson	Social Security Administration
Danny	Garrett	VA Medical Center
David F.	Grogan	Mike Monroney Aeronautical Center
Karen A.	Jones	Social Security Administration-Shawnee
Kathie D.	Lipe	VA Regional Office-Muskogee
John F.	Lufkin	Aviation System Standards
Kevin	Norrell	Social Security Administration-Moore
Rex	Robbins	VA Medical Center-Muskogee

The winner is: *Sallie Ahlert of the NEXRAD Radar Operations Center in Norman*

Trades and Crafts-DOD

Naman	Galvan	Oklahoma City Air Logistics Center
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The winner is: *Fred A. Van Pelt of the 97th Civil Engineering Squadron, Altus AFB*

Trades and Crafts

The winner is: *Ray Burnett of the VA Medical Center*



The FEB's Federal Women's Program Council invites you to attend the second workshop in the Federal Women's Program Extreme Makeover 2005!

Keynote speaker, Michelle Robertson, Attorney from the Equal Employment Opportunity Commission, will discuss the responsibilities of managers and supervisors as they relate to EEO laws and regulations.

Other activities will include a presentation about Nonverbal Communication in the Workplace and a panel discussion with the VA Medical Center Federal Women's Program Committee.

Executive Agency Management Officials, Supervisors, Federal Women's Program Managers, and Federal employees are all encouraged to attend.

Date:	Friday, June 10, 2005
Time:	2:00-4:30 p.m.
Location:	Learning Resource Center, 1st Floor, VA medical Center 921 NE 13th Street, Oklahoma City
Cost:	No cost; however, registration is required to ensure sufficient materials and refreshments.

Refreshments will be provided.

Reserved parking will be available in the North lot at the VA.

Registration for Federal Women's Program Workshop

Name: _____ Agency: _____

Phone: _____ E-mail: _____

Submit this registration no later than June 8th to Cynthia Corbett, Council Co-Chair

By fax to:	405-954-4984
By email to:	cynthia.corbett@faa.gov

Please call Cynthia at 405-954-7528, if you have questions regarding the workshop or the FEB's Federal Women's Program Council.

**UPCOMING EVENTS****June 2005**

Jun 1-3, 2005 All Day	FEMA Certified COOP Training OKC Policy Training Academy POC: FEB Office, 405-231-4167
Jun 7, 2005 9:00 am	Faith-based and Community Initiatives 301 NW 6 th St, HUD Conf Rm, 2 nd Floor POC: FEB Office, 405-231-4167
Jun 8, 2005 7:30 am	Mayors Committee-CODC POC: FEB Office, 405-231-4167
Jun 9, 2005 11:00-1:00 pm	Shared Neutrals Mtg Reflective Listening On The Border, 120 S. Meridian POC: FEB Office, 405-231-4167
Jun 9, 2005 11:30 am	SGMP POC: FEB Office, 405-231-4167
Jun 10, 2005 2:00-4:30 pm	FWP Workshop 921 NE 13 th (VA Medical Center) POC: Cynthia Corbett, 405-954-7528
Jun 14, 2005	Flag Day 
Jun 14, 2005 All Day	Professional Development Express Events Center POC: FEB Office, 405-231-4167
Jun 14, 2005 10:00 am	American Indian Council OU Law Center POC: Mary Lou Drywater, 405-790-1040
Jun 15, 2005 All Day	Leadership FEB POC: FEB Office, 405-231-4167
Jun 15, 2005 10:00 am	Interagency Training Council Downtown College Consortium POC: Sherri Beasley, 405-231-5854
Jun 15, 2005 3:00-4:30 pm	Black Program Council Metro-Tech, 5600 S. MacArthur POC: Gloria Hall, 405-954-3734
Jun 19, 2005	Father's Day 
Jun 21, 2005 11:00 am	Federal Employees Care Location to be announced POC: Tom Burton, 405-954-0625
Jun 21-22, 2005 All Day	FEMA/FEB Meeting POC: FEB Office, 405-231-4167
Jun 22, 2005 11:00-1:00 pm	Juneteenth Luncheon-BPC Biltmore Hotel POC: Gloria Hall, 405-954-3734
Jun 22, 2005 3:30 pm	CFC Race for Freedom Meeting POC: Kim Dermody, 405-954-7707
Jun 24, 2005 12:00 noon	Naturalization US Courthouse, OKC

Everyone has an invisible sign hanging from his neck saying Make Me Feel Important! Never forget this message when working with people.

—Mary Kay Ash

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 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:

- Ron Berryhill, Director, USDA Risk Management Agency
- Dennis Callahan, Warden, Federal Transfer Center
- Michael Deihl, Administrator, Southwestern Power Administration, Tulsa
- Col Dean Despinoy, Commander, 507th Air Refueling Wing
- Steve Gentling, Director, VA Medical Center
- Bill Fillman, Director, VA Central Area, Muskogee
- Larry Flener, US Postal Service
- Dottie Overal, Director, Small Business Administration
- Chris Puckett, Director of Staff, Tinker AFB
- Lindy Ritz, Director, FAA Mike Monroney Aeronautical Center
- Michael Roach, US Marshal, US Marshals Service, Western District

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@juno.com no later than the 15th of each month.

Elected Officers:

Chair: Dottie Overal, Director
Small Business Administration

Vice Chair: Chris Puckett, Director of Staff
Oklahoma City Air Logistics Center

Staff:

Director: LeAnn Jenkins

Assistant: Trish Plowman

Program Support: Constance Ward

Program Development: Janice Kurak

Please feel free to copy this newsletter & distribute. The newsletter is available on our website, <http://www.oklahoma.feb.gov> where you can also request to receive it electronically



OKLAHOMA FEDERAL EXECUTIVE BOARD
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www.oklahoma.feb.gov



FEMA-certified “Train the Trainer” course for COOP Program Managers

Through a partnership of FEMA and the Oklahoma FEB, we will be hosting the above training in Oklahoma City. This training is a 2-1/2 day format intended to leverage resources and multiply results. Upon successful completion of the training, the attendee receives FEMA certification.

In return: The employee agrees to attend the 2-1/2 day training, understanding that in return, he/she must provide a one-day interagency training on the topic for agencies served by the Oklahoma FEB prior to September 30, 2005 (if taking the June course) and December 31, 2005 (if taking the August course). *(FEB Staff will assist in coordinating facilities, A/V, distribution of information, etc. The employee will be responsible for the instruction and should possess the necessary skills to speak before a group and successfully instruct the material.)*

Course title:	L548: COOP Managers Training Course (train the trainer format)	
Location:	OKC Police Training Academy, 800 N. Portland, Oklahoma City	
Date:	<input type="checkbox"/> June 1-3, 2005	Please indicate which class you wish to attend.
	<input type="checkbox"/> August 2-4, 2005	
Time:	8:00 a.m.—4:30 p.m. on first 2 days and 8:00 a.m.—12:00 noon for last day	

We wish to utilize one of the forty “Train the Trainer for COOP Managers” slots available for the following individual:

Name: _____	Agency: _____
Address: _____	_____
Phone/Fax: _____	Email: _____

A signed copy of FEMA Form 75-5 must also accompany this form (available on our website at www.oklahoma.feb.gov/Forms/FEMA75.pdf) Call the FEB Office at (405) 231-4167 to have this form faxed to you if you do not have internet access.

Employee

Date

We as the agency will support the time necessary for our employee to attend the 2-1/2 day training and instruct the material for a one-day awareness session coordinated by the FEB within fiscal year 2005-2006.

Agency Leader

Date

Please return this registration form to the FEB Office **no later than May 15, 2005** for June class and **July 15, 2005** for August class.

Mail to:	Oklahoma Federal Executive Board 215 Dean A. McGee, Ste 320 Oklahoma City, OK 73102	Or fax to:	405-231-4165
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Professional Development Series Registration and Enrollment information

Name: _____

Agency: _____

Address: _____

Phone: _____ Fax: _____

Individual Training Day "Menu Prices"

[]	Professional Development	June 14, 2005	\$139.00
[]	Faster, Quicker, Better	July 12, 2005	\$139.00
[]	Courageous Communication & Conversations in the Workplace	August 23, 2005	\$139.00

Location of training for each will be at:

Express Events Center, 8512 NW Expressway, OKC

Agency/Registrant may pay by cash, check, credit card or government voucher.

Please mail this registration to:	Oklahoma Federal Executive Board 215 Dean A. McGee, Ste 320 Oklahoma City, OK 73102
Or fax to:	(405) 231-4165

Cancellation Policy: Understanding that unforeseen circumstances may preclude an individual from attending, refunds and cancellations will be permitted through March 10, 2005. 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!

Please call the FEB Office, 405-231-4167 with questions regarding this training series.

For more information regarding these training days, the instructors, and maps, please visit our website at <http://www.oklahoma.feb.gov/Forms/2005LeadershipSeries.pdf>



Equal Employment Opportunity (EEO) Training



Date:	June 20 – June 24, 2005
Time:	7:30 – 8:00 a.m. Registration 8:00 a.m. – 4:30 p.m. Training Seminar
Location:	Regional Training Institute, Headquarters 189 th Regiment, OK Army National Guard 6500 N. Kelley, OKC, OK
Who Should Attend:	Individuals interested in serving as an interagency EEO Counselor as needed and individuals interested in learning about the EEO process
Who Else Should Attend:	Individuals currently serving as EEO counselors may also benefit from the training as well as employees working in the federal sector EEO arena. All counselors are required to receive at least eight hours of continuing counselor training every year to keep EEO counselors informed of developments of EEO practice law, and guidance, as well as to enhance and develop counseling skills.
Cost:	\$85

The EEO Federal Community Counselors is a project of the Oklahoma Federal Executive Board (FEB) to provide counseling for EEO Complaints in the federal workplace. The shared resources of the Oklahoma Federal Community form this interagency council of EEO Counselors. The vision is to resolve disputes at the earliest possible date and to increase the quality of communication within the workforce, resulting in maintaining a productive work environment and reducing costs.

It is the policy of the government of the United States to provide equal opportunity in federal employment for all persons, to prohibit discrimination in employment because of race, color, religion, sex, national origin, handicap, age and to promote the full realization of equal employment opportunity through a continuing affirmative program in each executive department and agency. This policy of equal opportunity applies to and must be an integral part of every aspect of personnel policy and practice in the employment, development, advancement, and treatment of civilian employees of the Federal Government, to the extent permitted by law.

Occasionally circumstances from an EEO complaint are of such a nature that an agency would benefit by having someone from outside their agency to serve in an EEO counselor capacity. However, almost all of our agencies are restricted by budget limitations. The FEB is developing a resource in an effort to meet this emerging need.

To ensure quality counseling throughout the federal sector, EEOC requires that new EEO Counselors receive a minimum of thirty-two (32) hours of EEO Counselor training prior to assuming counseling duties. As an employer, you can benefit from sending an employee to this local training by having an “in-house” resource, update the skills of your employees and assist your fellow agencies during the rare occurrences when they need someone from outside their agency.

Space is limited to **40 participants**. Please register your nominee(s) at the earliest possible date. Call (405) 231-4167 if you have questions concerning this program. (Supervisors approval is required for attendance.) The participation agreement and supervisor’s approval form, registration, and agenda can be found at the following link: www.oklahoma.feb.gov/Forms/EEOTraining&Agenda.pdf



<i>SUN</i>	<i>MON</i>	<i>TUES</i>	<i>WED</i>	<i>THUR</i>	<i>FRI</i>	<i>SAT</i>
June 2005			1	2	3	4
			FEMA certified COOP training			
5	6	7 9:00 Faith-based initiatives	8 7:30 Mayor's Meeting-CODC	9 11:00 Shared Neutrals 11:30 SGMP	10 2:30 FWP workshop	11
12	13	14 FEB Training 10:00 AIC <i>Flag Day</i>	15 Leadership FEB 10:00 ITC 3:00 BPC	16	17	18
19 <i>Father's Day</i>	20	21 11:00 FECC	22 11:00 Juneteenth 3:30 Race Mtg	23	24 12:00 Naturalization	25
			FFMA/FEB Meeting			
EEO Training for Interagency EEO Counselor Consortium						
26	27	28	29	30		

OKLAHOMA FEDERAL EXECUTIVE BOARD
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We wish to thank the FAA Franchise Print shop for their monthly assistance in the duplication and distribution of this newsletter.