



# INTERAGENCY CONNECTION

215 Dean A. McGee, Suite 153, Oklahoma City, OK 73102

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

(405) 231-4167

## Chair's Corner



Spring is here and our Federal Executive Board has many things to offer!

*Directory information:* The 2014 Directory has been mailed and you should have received your copy! These are

distributed in hard copy once each year to the federal agency leaders in Oklahoma for use in the conduct of your missions.

Our **Annual FEB Awards** program is Monday, May 5<sup>th</sup>! We will be gathering at the US Postal Service, Nat'l Center for Employee Development to honor the nominees. Due to the timing of the luncheon and the printing of this newsletter, we will not be sharing the winners in this particular edition. Watch the June newsletter for the listing of nominees and winners in each of the 16 categories.

Just in time for tornado season in Oklahoma, articles in this newsletter contain information from **READY.GOV** and information on the Red Cross App for smartphones. The importance of planning for your families, your organization, and your employees cannot be emphasized enough. Hopefully, this year will not be as active as last; however, the act of planning is NEVER wasted.

We find that many federal employees wish to pursue something else after they retire from Federal Service. The U.S. Small Business Administration has information that is useful for anyone wishing to open establish their own business. While a career of government service provides a lot of information, knowledge, skills

and savvy, there are some unique issues that arise in developing a small business. Attend the **Encore Entrepreneur Workshop**, scheduled for June 25<sup>th</sup> to obtain information on: how to turn your entrepreneurial idea into a business, describe components to forming a new business, and sharing resources to help your business succeed. This workshop is a partnership between our Federal Executive Board and the U.S. Small Business Administration. Registration is open to all federal employees interested in possibly establishing a small business.

In June, we will have a "lunch n learn" opportunity open to all federal employees on the topic of "**The Power of Persuasion**". This is a working lunch in which we will view a 55 minute DVD and discuss the concepts presented and how it affects our workplace, partnerships and overall careers.

Back by popular demand: **Financial Wellness Seminar!** This month we will be hosting the workshop that has been so well received in past years. This is open for all federal employees and family members and information will include how money works, possible debt solutions, software and mobile apps to use and retirement planning. A registration is provided in this newsletter for your convenience.

*Julie A. Gosdin*  
Julie Gosdin, Chairperson

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## ***No ‘high times’ for federal employees***

*Taken from the Federal Times “Ask the Lawyer” article (March 24, 2014) written by Debra Roth*

With the legalization of marijuana for recreational use by the states of Colorado and Washington, and the growing number of states (and the District of Columbia) that have legalized the drug for medical purposes, there’s discussion among the federal workforce wondering how this affects them. What I typically hear is: “if it’s legal for me to smoke marijuana on vacation in Colorado, how can the federal government come after me for it?”

The answer is quite simple. Since 1970, marijuana has been a Schedule I substance under the federal Controlled Substances Act and it remains so today. That means any use of marijuana is illegal under federal law, regardless of state law. As a federal employee, yes you must comply with federal law or suffer job consequences.

Whether and how the federal government chooses to enforce the federal criminalization of marijuana is also irrelevant to your federal employment, as long as it remains covered by the Controlled Substances Act. This is due to a 1986 Executive Order (EO 12564) issued by then-President Reagan, which mandates the federal workplace as a drug free workplace. Specifically, Section 1 of the Executive Order 1) requires federal employees “to refrain from the use of illegal drugs,” 2) establishes that “the use of illegal drugs by Federal employees, whether on duty or off duty, is contrary to the efficiency of the service,” and 3) holds that “persons who use illegal drugs are not suitable for Federal employment.”

So even if your federal position does not require a security clearance or subject you to random drug testing, use of an illegal drug by a federal employee is prohibited. This prohibition means that a misconduct action could be taken against you for on- or off-duty marijuana use, and such use can adversely affect a determination on whether you are “suitable” for federal employment.

Expect also to place your security clearance in jeopardy for current and future recreational use

in a legalized state. It’s the federal government that issues security clearances, not the states. and intuitively you should know you must comply with federal law to obtain a clearance. Indeed, question 23 of the SF-86, Questionnaire for National Security Positions, the form every person must complete to be considered for a security clearance, requires you truthfully disclose whether “in the last seven (7) years have you illegally used any drugs or controlled substances? Use of a drug or controlled substance includes injecting, snorting, inhaling, swallowing, experimenting with or otherwise consuming any drug or controlled substance.” Marijuana is specifically listed. There are a series of sub-questions that ask about the time period and nature of your use, including whether your use occurred “while possessing a security clearance.” The form does not inquire whether your use occurred in a state where marijuana is legal. These inquiries should also serve to inform you how seriously the federal employer considers the use of marijuana for purposes of obtaining a security clearance.

And just to drive this point home, the government-wide adjudicative guidelines used to determine a person’s eligibility for a security clearance, list as Guideline 8 “Drug Involvement.” This guideline states the government’s concern with the “use of an illegal drug or misuse of a prescription drug” as raising questions about a person’s “reliability and trustworthiness, both because it may impair judgment and because it raises questions about a person’s ability or willingness to comply with laws, rules, and regulations.” For me, that’s all you need to know if you hold or intend to be issued a security clearance. What the government wants to know is your track record on complying with law, and federal law still prohibits the sale, distribution and use of marijuana.

In sum, with the benefits of federal employment comes the obligation to comply with federal law, which as of now, strictly prohibits use of marijuana.



## Spotlighting Information in Public Service Did You Know...



**READY.GOV**

### TORNADOES



Inspire others to act by being an example yourself, “Pledge to Prepare” & tell others about it!



Tornadoes are nature’s most violent storms. Spawned from powerful thunderstorms, tornadoes can cause fatalities and devastate a neighborhood in seconds. A tornado appears as a rotating, funnel-shaped cloud that extends from a thunderstorm to the ground with whirling winds that can reach 300 miles per hour. Damage paths can be in excess of one mile wide and 50 miles long. Every state is at some risk from this hazard. Some tornadoes are clearly visible, while rain or nearby low-hanging clouds obscure others. Occasionally, tornadoes develop so rapidly that little, if any, advance warning is possible. Before a tornado hits, the wind may die down and the air may become very still. A cloud of debris can mark the location

of a tornado even if a funnel is not visible. Tornadoes generally occur near the trailing edge of a thunderstorm. It is not uncommon to see clear, sunlit skies behind a tornado.

### PLAN TO PROTECT YOURSELF & YOUR FAMILY

Prepare yourself and your family for a disaster by making an emergency plan.



Download the Family Communication Plan for Parents and Kids (PDF - 1.2 Mb), print the pages and fill them in offline.

Your emergency planning should also address the care of pets, aiding family members with access and functional needs and safely shutting off utilities.

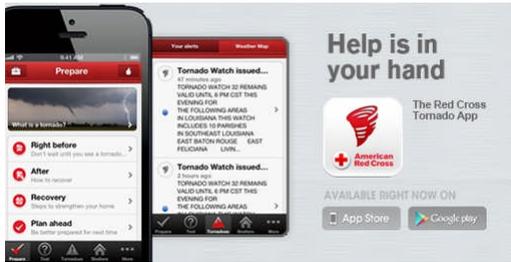
You may also want to inquire about emergency plans at work, daycare and school. If no plans exist, consider volunteering to help create one. Read more about school and workplace plans.

*Info taken from Ready.gov where there are robust resources available to assist you in your planning efforts!*

In the following pages, information is provided about an app sponsored by the American Red Cross that can be conveniently used on mobile devices as you are away from home, during your regular daily routine, or as you travel.



## American Red Cross “Tornado App”



Get your family and home ready for a tornado with the official Tornado App from the American Red Cross. The tornado warning app puts everything you need to know to prepare for a tornado – and all that comes with it – in the palm of your hand. With interactive quizzes and simple step-by-step advice it’s never been easier to be ready.

From your mobile phone, you can download them directly from the iTunes or Google Play app stores.

Once downloaded, here are the steps to setup your notifications:

A common concern for people in areas with tornado threats is whether you can safely go to sleep when severe weather surrounds your home. Luckily, the Tornado app has a helpful tool that lets you monitor any number of locations for warnings and alerts. It can have your phone emit an alarm sound when you are in an area with a tornado warning.

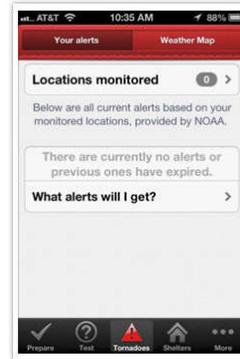
### STEP 1.

Open the Red Cross Tornado app on your phone. Below are screenshots of what the app home icon and home page look like.



### STEP 2.

Select the Tornadoes button from the navigation menu at the bottom of your screen. You'll then see the Alerts screen.



### STEP 3.

Select the Locations Monitored field and follow the directions on the next screen to search for your zip code. You can add multiple locations if you wish.

### STEP 4.

Go back to the Manage Alerts screen and click the Alert Settings link. Enable notifications and sounds. Be sure your phone's volume setting is turned up and that it is not set to "silent" or "airplane" mode.

### STEP 5.

Go back to the main Tornadoes screen and hit "What alerts will I get?" for more information. You can also check out the Weather Map to see the latest radar map.



That's it! The tornado alarm warnings will sound on your phone even when the app is



## American Red Cross “Tornado App” (cont’d)

closed. When you go to bed, be sure to keep your phone nearby and have a pair of sturdy shoes and a flashlight by your bed!

Features and benefits of the mobile “tornado app”

- Simple step-by-step instructions to help you know what-to-do even if the cell towers and TVs are down. Prioritized actions for before, during, and after requires no mobile connectivity.
- Audible siren that automatically goes off even if app is closed when NOAA issues a TORNADO WARNING helping to reduce the chance of sleeping through an actual warning.
- Push notification sent when a WARNING expires – especially important if power goes out while you or your family are in your safe room.
- Help distant friends and family in tornado alley with ability to receive tornado watch and warning alerts based on their location from the National Oceanic and Atmospheric Administration.
- Red Cross location-based open shelters map for when you need it most.
- Be ready should a tornado hit by learning how to assemble an emergency kit for your family in the event of power outage or evacuation.
- Reduce your household’s stress and anxiety should a tornado hit by learning to make and practice an emergency plan.
- Preloaded content means you have instant access to all safety information at anytime, even without reception or an Internet connection.
- Interactive quizzes allow you to earn badges that you can share with your friends and show off your tornado knowledge.
- Know how many tornadoes have occurred in your area.
- Know the difference between a tornado warning and a tornado alert.
- Learn how to deal with food and water impacted by floods and power outages.
- Simply let friends/family know you’re safe with customizable “I’m Safe” notification sharable thru social media, text and email.
- Let others know where you are with the Toolkit’s strobe light, flashlight and audible alert functions.

America’s PrepareAthon (AP) is a nationwide, community-based campaign for action to increase emergency preparedness and resilience through hazard-specific drills, group discussions and exercises. Twice yearly, in the spring and fall, AP will provide individuals, communities and organizations with action-oriented guidance to practice the steps necessary to stay safe during a disaster or emergency; to learn about mitigation measures; and to understand community plans, including alerts and warnings, evacuation and sheltering. Please register at [www.ready.gov/prepare](http://www.ready.gov/prepare).

The goal of the campaign is to increase the number of people who:

- Understand the hazards most relevant to their community
- Know the corresponding protective actions, mitigation measures and community plans
- Practice actions that increase their preparedness
- Contribute to whole community preparedness planning



## Kids and Socializing Online



Social networking sites, chat rooms, virtual worlds, and blogs are how teens and tweens socialize online; it's important to help your child learn how to navigate these spaces safely. Among the pitfalls that come with online socializing are sharing too much information or posting comments, photos, or videos that can damage a reputation or hurt someone's feelings.

Applying real-world judgment can help minimize those risks.

### ***Remind Kids That Online Actions Have Consequences***

- Tell Kids to Limit What They Share
- Encourage Online Manners
- Limit Access to Your Kids' Profiles
- Talk to Kids About What They're Doing Online

### **Remind Kids that Online Actions Have Consequences**

The words kids write and the images they post have consequences offline.

### **Kids should post only what they're comfortable with others seeing.**

Some of your child's profile may be seen by a broader audience than you — or they — are comfortable with, even if privacy settings are high. Encourage your child to think about the language they use online, and to think before posting pictures and videos, or altering photos posted by someone else. Employers, college admissions officers, coaches, teachers, and the police may view your child's posts.

### **Remind kids that once they post it, they can't take it back.**

Even if you delete the information from a site, you have little control over older versions that may exist on other people's computers and may circulate online.

### **Tell your kids not to impersonate someone else.**

Let your kids know that it's wrong to create sites, pages, or posts that seem to come from someone else, like a teacher, a classmate, or someone they made up.

### ***Tell Kids to Limit What They Share***

### **Help your kids understand what information should stay private.**

Tell your kids why it's important to keep some things — about themselves, family members, and friends — to themselves. Information like their Social Security number, street address, phone number, and family financial information — say, bank account or credit card numbers — is private and should stay that way.

### **Talk to your teens about avoiding sex talk online.**

Research shows that teens who don't talk about sex with strangers online are less likely to come in contact with predators. In fact, researchers have found that predators usually don't pose as children or teens, and most teens who are contacted by adults they don't know find it creepy. Teens should not hesitate to ignore or block them.

### ***Encourage Online Manners***

### **Politeness counts.**

You teach your kids to be polite offline; talk to them about being courteous online as



well. Texting may seem fast and impersonal, yet courtesies like "pls" and "ty" (for *please* and *thank you*) are common text terms.

**Tone it down.**

Using all caps, long rows of exclamation points, or large bolded fonts are the online equivalent of yelling. Most people don't appreciate a rant.

**Cc: and Reply all: with care.**

Suggest that your kids resist the temptation to send a message to everyone on their contact list.

**Limit Access to Your Kids' Profiles**

**Use privacy settings.**

Many social networking sites and chat rooms have adjustable privacy settings, so you can restrict who has access to your kids' profiles. Talk to your kids about the importance of these settings, and your expectations for who should be allowed to view their profile.

Set high privacy preferences on your kids' chat and video chat accounts, as well. Most chat programs allow parents to control whether people on their kids' contact list can see their status, including whether they're online. Some chat and email accounts allow parents to determine who can send messages to their kids, and block anyone not on the list.

**Create a safe screen name.**

Encourage your kids to think about the impression that screen names can make. A good screen name won't reveal much about

how old they are, where they live, or their gender. For privacy purposes, your kids' screen names should not be the same as their email addresses.

**Review your child's friends list.**

You may want to limit your children's online "friends" to people they actually know.

**Talk to Kids About What They're Doing Online**

**Know what your kids are doing.**

Get to know the social networking sites your kids use so you understand their activities. If you're concerned about risky online behavior, you may want to search the social sites they use to see what information they're posting. Are they pretending to be someone else? Try searching by their name, nickname, school, hobbies, grade, or community.

**Ask your kids who they're in touch with online.**

Just as you want to know who your kids' friends are offline, it's a good idea to know who they're talking to online.

Encourage your kids to trust their guts if they have suspicions.

Encourage them to tell you if they feel threatened by someone or uncomfortable because of something online. You can then help them report concerns to the police and to the social networking site. Most of these sites have links for users to report abusive, suspicious, or inappropriate behavior.

This information was taken from: <http://www.onguardonline.gov/> which has many more informative articles that cover areas such as:

• Avoiding Scams	• Secure Your Computer
• Protect Kids Online	• Be Smart Online

This site also has additional resources for Teachers, Parents, Small Businesses, Military and Kids



### UPCOMING EVENTS May 2014

- May 5, 2014**      **Cinco de Mayo** 
  
- May 5, 2014**      **FEB Awards Luncheon**  
11:00 a.m.      USPS-NCED, Norman  
2801 E. State Highway 9  
POC: FEB Office, 405-231-4167
  
- May 13, 2014**    **Financial Wellness Workshop**  
9:00 a.m.      3738 Southwest 15th Street, OKC  
POC: FEB Office, 405-231-4167
  
- May 15, 2014**    **Leadership FEB**  
All Day      FAA  
POC: FEB Office, 405-231-4167
  
- May 20, 2014**    **Push Partner Training for  
Oklahoma County**  
9:00 a.m.      OKCCHD  
POC: FEB Office, 405-231-4167
  
- May 21, 2014**    **Interagency Training Council**  
10:00 a.m.      TBD  
POC: FEB Office, 405-231-4167
  
- May 22, 2014**    **Emergency Preparedness &  
COOP Council Mtg**  
2:00 p.m.      OKCCHD, 2600 NE 63<sup>rd</sup> St, OKC  
POC: FEB Office, 405-231-4167
  
- May 26, 2014**    **Memorial Day** 
  
- May 28, 2014**    **Local Federal Coordinating  
Committee for Central OK CFC**  
12:00 noon      1444 NW 28th St, OKC  
POC: FEB Office, 405-231-4167

#### INSPIRATION CORNER

Worry does not empty tomorrow of its sorrow, it empties today of its strength.      –Corrie ten Boom

The art of progress is to preserve order amid change and to preserve change amid order.      –J. Willard Marriott Jr.

A brilliant idea poorly implemented is almost always less successful than a mediocre idea enthusiastically executed.      –Ralph Lazarus

### 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 the 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:

- Michelle Coppedge, Director, FAA Mike Monroney Aeronautical Center
- David Engel, Chief Administrative Judge, Social Security Administration, Tulsa
- Jim Finch, Special Agent in Charge, FBI
- Joe Gallagher, Deputy to Commanding General, Fires Center of Excellence, Fort Sill
- Jerry Hyden, Director, US Department of Housing and Urban Development
- Ross Marshall, Executive Director, Tinker AFB
- Dottie Overal, Director, Small Business Administration
- Betty Tippeconnie, Superintendent, BIA-Concho Agency

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) 231-4167 or email to LeAnnJenkins@gsa.gov no later than the 15<sup>th</sup> of each month.

#### Officers

- Chair:**              **Julie Gosdin**  
District Director  
US Postal Service, Oklahoma City
  
- Vice-Chair:**      **Kevin Donovan**  
Federal Security Director  
Transportation Security Administration
  
- Ex-Officio:**        **Adrian Andrews**  
Special Agent in Charge,  
US Secret Service, Oklahoma City

#### Staff

- Director:**              LeAnn Jenkins
- Assistant:**            Lisa Smith-Longman



## Encore Entrepreneur Workshop



*This effort is hosted by the Oklahoma Federal Executive Board with content provided by the U.S. Small Business Administration.*

Date:	Wednesday, June 25, 2014
Time:	10:00 a.m.-12:00 noon
Location:	OKC Public Works Training Center, 3738 SW 15 <sup>th</sup> Street, Oklahoma City
Cost:	\$0.00
Who Should Attend:	Federal Leaders & Managers interested in Business Ownership after Retirement

*Growth in Encore Entrepreneurs:* Government statistics show that 15% of workers ages 50 to 64 are self-employed. Advanced technology is leveling the playing field for small businesses, and many individuals approaching retirement are now able to realize their personal ambition to be the boss and reap the rewards.

**Program Highlights:**

- Discover how to turn your entrepreneurial idea into a business reality.
- Define and describe components to forming a new business.
- Sharing resources to help your business succeed.

Owning a small business can be an exciting change of pace, as well as a terrific way to stay engaged and productive. As a workforce veteran, you bring a great deal to the table: maturity, strong finances, and a wide network of professional contacts and associates. This two-hour program will cover the basics of starting a business in retirement. In addition to specific steps that need to be taken, attendees will also be exposed to SBA programs and resource partners that can assist them in taking their business from concept to reality.

**About the Presenter:** Bob Steinerd is currently a small business counselor with the Oklahoma City Chapter of SCORE, a resource partner of the U.S. Small Business Administration. His expertise is in strategic planning, business plans, marketing and management. Bob held a variety of executive positions at IBM and Gartner Group Consulting, founded a Quality Management consulting firm in Connecticut called IsoMetrics, Inc., and was an Assistant Professor with the N.J. college system teaching business courses at colleges in New Jersey and China. In 2005, Bob became the first dean of the DeVry University Center in Oklahoma City and opened the center in September of that year. He remains an adjunct DeVry faculty -member and contributor to the school’s development. Bob earned his Bachelor’s Degree in marketing at Connecticut State University and completed his Graduate Degree in Business at Columbia University in New York.

*Executive Core Qualifications: Leading Change, Leading People, Business Acumen, Building Coalitions*

### REGISTRATION

Name:		Phone:
Agency:		City:
Email:		
Mail registration to:	Fax registration to:	Email registration to:
Federal Executive Board 215 Dean A. McGee, Ste 153 Oklahoma City, OK 73102	405-231-4165	<a href="mailto:LeAnn.Jenkins@gsa.gov">LeAnn.Jenkins@gsa.gov</a> or <a href="mailto:Lisa.Smith-Longman@gsa.gov">Lisa.Smith-Longman@gsa.gov</a>



# F.E.B. EXECUTIVE FORUM

## THE POWER OF PERSUASION



Date:	Thursday, June 5, 2014
Location:	Public Works Training Center, 3738 SW 15th Street, OKC
Time:	11:00 a.m.—1:00 p.m.
Cost:	\$15.00 per person to cover lunch (must be paid in advance)
Who should attend:	Federal Leaders & Managers

The workshop includes a 55 minute DVD featuring a Stanford University Executive Briefing given by Dr. Robert Cialdini, Regent Professor Arizona State University. Dr. Cialdini is the most frequently cited living social psychologist in the world.

Dr. Cialdini provides fascinating insights on what makes individuals successful in their attempts to persuade all manner of other people. A vast body of research is the foundation of his six principles that lead to ethical and enduring influence.

Following the viewing of the DVD, there will be a facilitated discussion on the leadership lessons presented, as well as an opportunity to learn from and network with your fellow Federal Leaders.

*Executive Core Qualifications: Building Coalitions and Influencing/Negotiating*

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### REGISTRATION

Name:	Phone:
Agency:	City:
Email:	

**Cost: \$15.00 per person**

**Buffet Luncheon:** Caesar Salad; Penne and Rotini Pasta; Alfredo and Marinara sauces; Roasted Meatballs and Diced Chicken; Peas and Onions, French Bread, Assorted Dessert, Brewed Iced Tea.

Method of payment:     Check                     Credit Card (pls provide ph#)

Mail registration to:	Federal Executive Board 215 Dean A. McGee, Ste 153 Oklahoma City, OK 73102
Or fax to:	405-231-4165
Or email to:	<a href="mailto:LeAnn.Jenkins@gsa.gov">LeAnn.Jenkins@gsa.gov</a> or <a href="mailto:Lisa.Smith-Longman@gsa.gov">Lisa.Smith-Longman@gsa.gov</a>

Cancellation Policy: Understanding that unforeseen circumstances may preclude an individual from attending, refunds and cancellations will be permitted through June 1, 2014. 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 if within the appropriate management structure!



# Financial Wellness Workshop



Date:	Tuesday, May 13, 2014
Time:	9:00 a.m.- Noon
Location:	Oklahoma City Public Works Training Facility, 3738 Southwest 15th Street, OKC
Why?	Frozen salaries, furloughs and shut-down confusion! It is more important than ever for federal employees to be equipped with information on how to maximize their incomes.
Topics:	 How Money Works – basic fundamentals you were definitely never meant to “know”  Debt Solutions – alleviate unnecessary stress of too much month and not enough money    Software & Apps – tools to assist you in tracking expenditures, calculate interest on loans and keep you on track for “paying on time”  Retirement Planning – protecting your money and never running out    Long-Term Care – fastest growing need of people over 50
Instructor:	Eric Dubbell, Senior Vice President of Primerica

## Registration

Name \_\_\_\_\_ Agency \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Mail registration to:	Federal Executive Board 215 Dean A. McGee, Ste 153 Oklahoma City, OK 73102
Fax to:	405-231-4165
Email to:	<a href="mailto:LeAnn.Jenkins@gsa.gov">LeAnn.Jenkins@gsa.gov</a> or <a href="mailto:Lisa.Smith-Longman@gsa.gov">Lisa.Smith-Longman@gsa.gov</a>

*Cancellation Policy: Understanding that unforeseen circumstances may preclude an individual from attending, cancellations will be permitted through May 3, 2014. Since this is a “no-cost” training, we ask your courtesy to cancel early so that we can accommodate people on the waiting list, if one exists.*



SUN	MON	TUES	WED	THUR	FRI	SAT
	May 2014			1	2	3
4	5  Awards Luncheon Cinco de Mayo	6	7	8	9	10
11	12	13 Financial Wellness	14	15 Leadership FEB Day- FAA	16	17
18	19	20 9:00 Push Partner training	21 10:00 ITC mtg	22 2:00 Emergency Preparedness & COOP	23	24
25	26  Memorial Day	27	28 12:00 LFCC	29	30	31

OKLAHOMA FEDERAL EXECUTIVE BOARD  
 215 DEAN A. MCGEE AVENUE, STE 153  
 OKLAHOMA CITY, OK 73102-3422  
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We wish to thank the FAA Media Solutions Division for their monthly assistance in the duplication and distribution of this newsletter.