

**SOUTH FLORIDA  
FEDERAL EXECUTIVE BOARD  
FY2009 Annual Report**



***Chairman***

**Ronald A. Demes  
Naval Air Station Key West**

***Vice-Chairman***

**Darrell Roberts  
Federal Aviation Administration**

**Executive Director  
Jaqueline H. Arroyo**

**November 19, 2009**

## Background

By Presidential Directive in 1961, President John F. Kennedy established FEBs to achieve better interagency coordination and communication among Federal departments and activities outside of Washington, DC. In 1982, the Executive Office of the President transferred authority for the FEB functions to the U.S. Office of Personnel Management (OPM), which today maintains oversight of the FEB program.

The need for effective coordination among Federal organizations' field activities was clear then, and is even more important in today's environment. Approximately 88% of all Federal employees work outside of the National Capital area and most Federal programs are implemented through the regional and local offices of Federal departments and agencies. Our regional and local Federal officials are the Federal Government's principal representatives to the vast majority of our nation's citizens.

The Boards function in four general areas: (1) providing a forum for the exchange of information between Washington and the field about programs, management methods, and administrative issues; (2) coordinating local approaches to national programs as approved by the Director, OPM; (3) communicating from Washington to the field on management initiatives and other concerns for the improvement of coordination; and (4) referring national level problems that cannot be resolved locally.

Today, there are 28 FEBs located in areas with a significant Federal population. The South Florida FEB (SFEB) is comprised of the senior official of each department or agency located in the 4 county metropolitan area. There are 130 federal agencies representing over 35,000 civilian, military, and postal employees. The South Florida FEB has three full-time (FTE) federal employees, (one Executive Director and two assistants) who manage the daily operations of the board. Administrative funding is provided by the U.S Department of Commerce.

### *Mission Statement*

The South Florida Federal Executive Board identifies opportunities and addresses challenges requiring interagency leadership. (Interagency is defined as Federal, State, and Local.)

### *Vision*

Provide premier leadership and coordination for interagency collaboration

### *Values*

Commitment  
Consensus  
Coordination  
Communication  
Collaboration

In Fiscal Year 2009, the Office of Personnel Management continued to refine and define the two new line of business and foundational activities from our original business line for the FEB Network. The South Florida FEB successfully met the mandates under each line of business.

## **Emergency Preparedness, Security and Employee Safety**

Create learning and experience-sharing opportunities that demonstrate the value of collaboration on emergency preparedness, response, and employee safety.

In FY2009, the SFFEB Board of Director's continued to identify and strengthen federal emergency preparedness, security, and employee safety issues as one of three strategic goals. This year we accomplished many of our objectives under this goal.

### **Emergency Preparedness and Security**

#### Tabletop Exercise

- On November 5-6, 2008, the Center for Disease Control and Prevention (CDC) in partnership with the Department of Homeland Security, Health and Human Services, and Florida Department of Health conducted a full scale exercise to test the Nations Risk Based Aviation Strategy that would be implemented at U.S. Airports in the event of a severe Influenza Pandemic. The protocols tested and refined through this exercise will serve as the model all airports will be required to implement for all arriving international passengers in the event of a severe Pandemic Influenza. The protocol screened all arriving international passengers entering into the United States for signs, symptoms, and possible exposures to the Pandemic Virus overseas. In support of this exercise the FEB publicized the exercise and invited member agencies to participate as volunteers. Over 200 federal employees volunteered to serve as passengers on an arriving international flight into Miami International Airport.
- On June 17-19, 2009 the SFFEB office once again participated along side the Department of Commerce in the National Level COOP Exercise (NLE) entitled "Eagle Horizon". This segment of the exercise focused on continuity capabilities, hurricane preparedness, and disaster response. As the devolution site of the Department of Commerce's Office of Human Resource Management (OHRM) in Washington, D.C., we trained with the headquarters staff (OHRM and Office of Occupational Safety and Health) for several months before the exercise. The SFFEB's primary role in the event that Commerce was incapacitated in a real emergency, would be to assume responsibility for Commerce employee accountability and work with the National Finance Center to ensure employees continued to receive their pay checks.
- During the Eagle Horizon Exercise, the South Florida FEB also participated with OPM and the National FEB network to test the emergency communication system. As part of the test we made contact with local leaders of the Board of Directors via email, GETS card, as well as through the USP3 system. We also made contact with SFFEB network backs ups who are Michelle Rhodes, Detroit and Kathrene Hansen, Los Angeles FEBs.
- Hosted interagency/intergovernmental Cardinal Accord COOP Table Top Exercise on July 23, 2009. The purpose of this exercise is to test the Federal community's ability to activate,

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mobilize and commence initial emergency Continuity of Operations under guidance outlined in federal status, Executive Orders, and agencies plans. Attendees represented 38 federal employees from 21 agencies and 2 state and local; State of Florida Health Department and Monroe County EOC for a **cost saving of \$31,980.**(*Potomac Forum: Govt. Employees: \$1,295 ( Federal, State, Local); Contractors: \$1,595*)

### Expert Briefing/Tours

- During FY 2009 our members were briefed by many experts on emergency preparedness issues. For example, at the June Full Board meeting, we received a briefing from the Director of the National Hurricane Center on lesson from last season and the 2009 seasonal forecast. Both Hurricanes Gustav and Ike provided insight into the challenges facing vulnerable large industrial areas (Southeast LA, Southwest LA, and Southeast Texas) when threatened by significant hurricanes. Director Read focused on misconceptions about forecast accuracy and issue surrounding storm surges.
- Donna Read from the National Archives and Records Administration (NARA) briefed board members on electronic records and the assistance NARA offers for disaster preparation and recovery of agency record.
- At our June Quarterly Full-Board meeting our members received a presentation on “The Use of Federal Facilities to Dispense Medical Countermeasure” by Lisa Dillard from CDC. Ms. Dillard provided information about the ability to provide medication to people following a catastrophic event in a timely manner (within 48 hours). Ms. Dillard introduced the Closed PODs planning option. By working with state and local public health officials, federal agencies participating in a POD would create an opportunity for their employee and their families to receive medication quickly.

Ms. Dillard was accompanied by representatives from state and local senior public health and security planning officials. Specifically, W. Chuck Menchion, Public Health Advisor, CDC, Melanie Duckwork, Senior Management Official, CDC, Ray Runo, FL State ESF-8 Emergency Response Director, Alicia Reyes-Perez, Health Preparedness Director, Antonito Gonzalez, Planning Coordinator, and Natasha Stroking, CRI Coordinator, Miami-Dade County Health Department, Lt. Elise Dillard-Gonzalez, Homeland Security Special Department and Detective John Koch, Homeland Security Special Department, Miami-Dade Police Department.

- On August 10, 2009 FEB Director attended a high level Homeland Security briefing for the U.S. Department of Homeland Security (DHS) Assistant Secretary for Intergovernmental Program, Juliette Kyyem. The primary focus of Ms. Kyyem’s visit was to learn about regional mass migration preparedness and other emergency issues and interact with different echelons of government. Agencies represented were; US Coast Guard 7<sup>th</sup>-District, US Coast Guard, ISC, Customs & Border Protection, FEMA, ICE, TSA, State of Florida Emergency Management, Broward, Miami-Dade, and Monroe county EOC, Florida Emergency and Law Enforcement, and senior officials from the following; City Miami, Miami Beach, Hialeah, Ft. Lauderdale, and Key West.

## Collaboration

- At our January 15, 2009 Full-Board meeting, we played a videotaped message from Admiral Thad Allen, Commandant U.S. Coast Guard developed specifically for the South Florida FEB membership. The Commandant discussed his role as the Principal Federal Official during the Hurricane Katrina response. He stated that the Federal Executive Boards have a real and important role in national disaster and emergencies such as Hurricane Katrina, and that role is in encouraging community preparedness and facilitating social networking between federal agencies and nonprofit/non-governmental entities. Commandant Allen thanked the FEB members and Executive Director in particular for their efforts on behalf of the Federal Community in South Florida. Sixty-eight members attended this meeting, as well as one local government official and three congressional representatives.
- FEB Director attended an After Action meeting with members from the FEMA National Continuity Programs Division and FEB Directors in hurricane prone areas to discuss Continuity (COOP) issues that arose during the 2008 Hurricane season (post Hurricane Gustav, Hanna, and Ike).
- FEB Director attended FEMA Regional IV Quarterly Interagency Steering Committee (RISC) meeting in Atlanta, Georgia in May and September 2009. The meetings focused on emergency response efforts.
- Coordinated with OSHA and Miami Dade Health Department a H1N1 presentation for employees at the Krome Detention Center after an outbreak among the inmate population in June 2009. The request was to have experts provide information on how to prevent staff from contracting the virus and infecting their family, as one staff member's child had contracted the virus. Presentations were conducted by Dr. Fermin Leguen, MD, Medical Director and Pedro Noya-Chaveco, Biological Scientist with Miami-Dade County Health Department and Dr. Marcelina Santiago from OSHA. The information was available to all 200 of the managers and staff. ***Quote: "The presentations were great, everything went well. Judging by the amount of questions asked, I would say our staff was well informed by the end of the session."***
- All Hazard and COOP/Pandemic Sub-committee developed a Pandemic Influenza Resource Handbook. This plan was issued to the Federal community in an effort to provide a coordinated and uniform plan for how Federal agencies will handle wide-spread absenteeism and the maintenance of critical functions in the case of a pandemic influenza outbreak.
- On September 21, 2009, the FEB gained the final signature on a MOU between South Florida Federal Executive Board and FEMA's Regional IV. The MOU is an agreement to better define the role of the SFFEB in emergency preparedness activities and to enhance collaboration on emergency preparedness activities in the South Florida area where the SFFEB and FEMA Region IV have responsibilities.
- Of course we collaborated with OPM and FEMA to collect, prepare, and disseminate emergency information that is then distributed within 24 hours of receipt. Depending on the type of information collected and prepared, it is either disseminated to the Board members,

Human Resources Council, and/or All Hazards Emergency Council members generally by email.

### Emergency Notification of Members

- Annually the SFFEB publishes its Alert and Dismissal Plan for our 130 member agencies. The plan is issued to provide a coordinated and uniform plan for early dismissal or delay in opening of Federal agencies due to hazardous weather conditions. In addition to outlining how we render our advisories and recommendations, the plan also provides emergency contact information, guidelines for preparing your family, definitions of critical terms, and county evacuation zones. Our members eagerly await our annual plan; we distribute about 250 plans a year.
- We utilized two notification methods. Our first method is the U.S. Public Private Partnership (USP3) 24/7 emergency alert and notification system to notify all members of serve weather condition. We received very possible feedback from our members after each use.

Our second method of emergency notification is the FEB Hotline system. This system is comprised of two mailboxes established for the purpose of communicating emergency recommendations for South Florida Executives. Agency Heads can access information and advisories 24 hours a day, 7days a week by calling the hotline phone number listed in 2009 Hurricane book.

### **Employee Safety/Training**

In partnership with the Department of Labor/OSHA, the South Florida Federal Safety and Health Council (FFSHC) was established in February 2008. This interagency group works toward improving the safety and health of the South Florida federal workforce. The South Florida Chapter of the FFSHC acts on behalf of the Secretary of Labor by bringing low-cost workshops and training, and providing technical advice and information to federal agencies in South Florida. Fifteen agencies are currently participating in the FFSHC.

- Executive Assistant attended a two-day seminar presented by the Southeast Florida Urban Area Security Initiative entitled; “Special Events. The seminar was provided to community, state, local, tribal, and federal event planners with a systematic approach to contingency planning.
- The Federal Safety & Health Council in partnership with the University of South Florida hosted a workshop entitled OTI 511, Occupational Safety and Health Standards for the General Industry on March 23-26, 2009. The course covered OSHA policies, procedures, and standards, as well as general industry safety and health principles. Ten federal employees attended the free course; a **cost savings to the government of \$7,500.00.** (*\$750, University of South Florida cost, federal state, and local*)
- On March 30-April 2, 2009, eleven Council members completed the OTI 5600 Disaster Site Worker Train the Trainer Course for Federal Agencies conducted by the University of South Florida. The goal of the course was to prepare experienced trainers to teach the course entitled

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“Disaster Site Workers” (OSHA 7600). Trainers were given the opportunity to practice the knowledge and skills acquired through discussions, planned exercises, demonstrations and presentations. This free training resulted in a **cost savings to the government of \$8,250.00.** (*\$750, University of South Florida cost, federal state, and local*)

- Several other training opportunities were provided at no cost to South Florida federal agencies on topics such as; Workmen’s compensation, February 11, 2009; Government PlanFirst Webcasts on Pandemic Influenza, April 27, 2009; ISC-300 and ICS-400 through South Florida Urban Area Security May 11-13, 2009; Hurricane Preparedness, May 13, 2009; Homeland Security and Disaster Response Seminar, June 12, 2009; Implementing an Effective Safety & Health Management System, July 13, 2009, and Ergonomic, August 12, 2009.
- Hosted interagency/intergovernmental Cardinal Accord COOP Table Top Exercise on July 23, 2009. The purpose of this exercise is to test the Federal community’s ability to activate, mobilize and commence initial emergency Continuity of Operations under guidance outlined in federal status, Executive Orders, and agencies plans. Attendees represented 38 federal employees from 21 agencies and 2 state and local; State of Florida Health Department and Monroe County EOC for a **cost saving of \$31,980.**(*Potomac Forum: Govt. Employees: \$1,295 ( Federal, State, Local); Contractors: \$1,595*)
- FEB in partnership with FEMA Region IV hosted a no-cost interagency/intergovernmental COOP Managers Training course (L-548) on August 4-6, 2009. Attendees included 18 federal employees, six state and local government employees--City of Miami Beach Police department, Broward Emergency Management Division, and Boynton Beach Police department—as well as a representative from Congressman Kendrick Meeks’ office. Conducting this exercise resulted in a **cost savings to the government of \$34,475.** (*Potomac Forum: Govt. Employees: \$1,295 ( Federal, State, Local); Contractors: \$1,595*)

## **Develop and Maintain Effective Intergovernmental Partnerships**

Develop and maintain effective intergovernmental partnerships to support local FEB goals and objectives

Developing and maintaining effective intergovernmental partnerships is essential to a viable Federal Executive Board. Our office works hard to ensure that our members receive high quality services and that we establish viable relationships/partnerships with our local community. SFFEB member participation is over 80% through involvement by attending board meetings, committee participation, event support, or financial support.

To ensure that we are meeting the needs of our board members, the South Florida Federal Executive Board (SFFEB) conducts an annual strategic planning session, monthly Board meetings, various events, and periodic one-on-one meetings with member agency heads. At the end of most FEB sponsored events, we secured client feedback to assess the program’s success and their satisfaction.

- The SFFEB hosted its annual strategic planning session on September 25-26, 2008 for the purpose of reviewing its mission and vision; as well as establishing strategic goals and performance matrices. In attendance were members of our Board of Directors, FEMA/Regional IV, and other Federal Executives interested in helping to set the goals and direction for the upcoming year.
- The Executive Director routinely visits new or recently arrived Executives in the area to introduce the SFFEB, outline its mission and goals, and encourage their participation and their agencies' continued participation in the Board. In Fiscal year 2010, SFFEB Director met with 5 new South Florida Executives.
- The FEB Humanitarian, Innovative and Philanthropic (HIP) committee oversaw the Habitat for Humanity Broward volunteer project. Between 10 and 25 volunteers from 8 different agencies participated in the four-day home construction blitz built each day between October 7-10, 2008
- The Executive Director and Executive Assistant attended the CFC Union breakfast where representatives from various federal unions discussed how to galvanize support for the campaign from their Union members. By the end of the breakfast, the head of the Postal Union, APWU, agreed to run regular articles about the campaign in their newsletter. Moreover, the Department of Treasury Union, NTEU, not only agreed to run an article in their newsletter but to also post information on their website.
- Coordinated FY09 Open Season Health Benefit Fair for 15 agencies in the South Florida Community.
- The SFFEB partnered with the U.S. Marine Corp to support their Toys for Tots campaign. The toy drive was conducted on November 24 thru December 18, 2008, with more than 41 collection location within the federal community.
- In November 2008, the SFFEB promoted and attended a Financial Planning Clinic presented by the Certified Financial Planner Board of Standards, Inc. This clinic provided federal employees, spouse, and family members the opportunity to receive private consultation on financial issues at no cost, and provided the opportunity to attend free educational workshops on such topics as; Managing Debt, Launching Your Financial Plan, Investment Planning for Retirement Assets, Financial Planning for Special Needs, and Living Beyond Paycheck to Paycheck.
- On behalf of the U.S. Army Garrison-Miami, the SFFEB promoted their Financial Management Panel. The panelists discussed the current Financial market and its recent volatility. Guest speakers included Dr. Dandapani, Chair Professor of Finance, Florida International University; Charles Sachs, CFA, CFP Portfolio Analyst/ Vice President of Operations for Institutional bond/broker/dealer; Cathy Pareto, 2008 Forbes Top 10 Most Dependable Wealth Managers for Women in the US; and Rob Gordon, Senior Financial Advisor, firm ranked among Barron's Top 100 Investment Advisers in the US.
- The SFFEB planned and coordinated the 3<sup>rd</sup> Annual Veteran's Celebration in partnership with Miami VA, US Coast Guard -D7, Miami Military Entrance Processing Station (MMEPS) and

the Miami Dolphins on November 9, 2008. FEB Board member, hundreds of federal employees, and thousand of local football fans enjoyed the flawless execution of the StandTo Veterans' Celebration at the Dolphin Stadium prior to and at halftime of the Dolphins vs Seahawks football game. (For more information read a more detailed description under EEO/Diversity events.)

- The SFFEB hosted 4 two-day pre-retirement and financial planning seminars for federal employees; November 5-6, 2008, (48); January 28-29, 2009, (28); April 21-22, 2009, (41), and August 17-18, 2009 (28). (NOTE: The number of participants is noted in the parentheses.) The training covered civil service and federal employee retirement systems for law enforcement, military, and general federal employee. **Cost savings to the government is \$56,550.**
- The SFFEB and the federal community partnered with Habitat for Humanity to participate in their annual Blitz Build from February 2-14, 2009. The Blitz is an accelerated construction event in which ten homes in Miami were built in two weeks. More than 300 federal employees from 8 agencies volunteered for this very worthwhile community event.
- The SFFEB partnered with the Miami Passport office to host a "Customers Service Passport Day." In May 2009, federal employees and their immediate family members could apply in person for a U.S. Passport. For 2-days, the Miami Passport Office shut down operations to the general public and served only federal employees and their family members. More than 200 individuals took advantage of this opportunity.

### **Alternative Dispute Resolution**

- Fiscal year 2009 was the sixth year that the SFFEB Shared Neutrals ADR Program (SNAP) was in full operation. We mediated 114 cases and resolved or settled 106 of these cases. Of the 114 mediation cases, 56 were EEO cases and 58 were workplace disputes. Of the EEO cases, 50 were resolved and the remaining 6 went forward in the EEO process. Regarding the workplace dispute cases, 56 were settled and the remaining 2 went forward. These 106 settled/resolved cases saved the government over \$4,386,329.16 in litigation costs.
- Through our partnership with EEOC and Federal Mediation Conciliation Services, South Florida Shared Neutrals Program continues to receive advice and support.
- Publicized Federal Mediation & Conciliation Service 2009 Institute training programs to SNAP mediators and HR managers.
- SNAP mediators conducted a mock mediation during the FEBs QUAD conference on September 2, 2009.

### **Drives – Blood, Food, and Toys**

- The SFFEB partnered with U.S. Marine Corp to support their Toys for Tots campaign. The toy drive was conducted on November 24 thru December 18, 2008, with more than 41 collection location within the federal community.

- The FEB participated in the National Warm Up To Giving” food drive, with food being collected by federal employees in 46 locations. Our Feds collected over 24,000 pounds of food to help replenish local emergency food organizations’ food banks and pantries in a four county area in July and August 2009.

## **EEO/Diversity Events**

- The SFFEB Human Capital/Diversity Council planned the SFEFB Third Annual recognition event for our veterans and active military personnel. This event was named “Military StandTo.” The purpose of the “Military StandTo” was to honor the men and women of our Armed Forces on Veteran Day with a public celebration at the Miami Dolphins vs. Seattle Seahawk game. The pre-game events included displays of military equipment and armory by the Air Force, Marines, Coast Guard, Navy and Army; an area of manned booths providing information on services and programs available to Veterans; and pre-game ceremonies on the field. On field ceremonies included the StandTo ceremony, over 300 of our military personnel from all armed services stood in formation on the football field to lead a moment of silence in observance of lives lost in the service of our country and unfurled a football field size American flag.
- The SFFEB Human Capital/Diversity Council conducted second annual Multi-Cultural picnic in February 2009. The picnic was opened to the entire federal community, and featured a variety of activities as well as a Fly-Over by the US Coast Guard and a K-9 exhibition was also provided by Customs and Border Protection. Over 200 federal employees, family and friends attended.
- The Executive Assistant was a guest speaker at the Black History Program hosted by the Miami Passport Office in February 2009. Dorothy was invited to share her experience as an African American professional woman within the federal government.
- Recognizing the need for a valuable forum for training, ideas, and information in the areas of Diversity, EEO and other issues in the Federal sector, the Human Capital/Diversity Council planned and conducted SFFEB First Annual Two-day QUAD conference on September 2-3, 2009. This year’s theme, “Moving Forward...Meeting the Challenges in Today’s Workforce. Our forum addressed the challenges of today and tomorrow. The conference examined four traditional topics—EEO, Labor, Recruitment, and Leadership—as well as explored challenges and strategies needed to successfully address these topics in the 21<sup>st</sup> Century. The audience was comprised of 55 executives, manager, and supervisors from federal agencies.

Conference topics included (1) Myers-Briggs assessment and trainings. This modular provided the 55 attendees the tools to empower and enhance productivity and reduce conflict in the workplace. **Cost savings of \$20,570** (*\$374 per attendee---American Management Association \$1,495 (4days)*). (2) Mock Mediation conducted by Ines Delgado-Alberto, Commissioner; Federal Mediation & Reconciliation Service and members of the SNAP committee.(3) Generational Difference in the Workplace, Sergio Delgado, Director; Federal Mediation & Reconciliation Service. (4) EEO issues within the South Florida federal workplace and Recent Updated EEO issues, Judge Patrick Kokenge, Senior Administrative Judge, EEOC. (5) The

Power of Personal Accountability in the Workplace; James Amps, President/CEO AMPS International, LLC. (6) Time Management; June Cox, Master Trainer-VA Medical Center/WPB. **Cost savings of \$23,320** (\$424 per attendee-American Management Association \$1,695 (2days)

## Partnerships

- The SFFEB co-sponsored “A Customer Service Day” with the Miami Passport Office in May 2009. The Miami Passport Office set aside one day for federal employees and their immediate family members to apply in person for a passport. More than 200 federal employees and their family members took advantage of this opportunity.
- The SFFEB continues participating in AARP’s Senior Community Service Employment (SCSEP) program by providing our office as a job training site. The program’s purpose is to provide job training to low-income retirees who wish to reenter the workforce. Seniors are placed in non-profit or government organizations for 4 hours a day, 5 days a week to work while strengthening marketable skills. Seniors are paid by and receive benefits from the SCSEP program. There are no costs to the training/host site.
- We continue our partnership with three local sports entities; The Miami Dolphins (football), Miami Heat (basketball), and Miami Panthers (hockey) to provide group discount tickets to the federal community and to encourage participation in a worthwhile initiative. For example,
  - ❖ Miami Heat – To further recognize top contributors in our Tri-County Combined Federal Campaign (CFC), every year at the end of the campaign, we arranged for the top two contributing agencies to play an 8 minute mini-basketball game prior to the start of a Miami Heat game. Not only does the local community learn about federal employees’ generosity and support of local and national charities, but our federal employees get to strut their basketball stuff before thousands of individuals. This year Naval Air Station Key West and US Customs and Border Protection squared off immediately before the Miami Heat vs Orlando Magic game in March 2009.
  - ❖ Miami Dolphins – In partnership Miami VA Medical Center, US Coast Guard-D7, MMEPS, and the Miami Dolphins the SFFEB planned and coordinated the Third annual Veterans Celebration. On November 9, 2008 our celebration, called “Military StandTo” honored the men and women of our Armed Forces.

## SFFEB Membership Directories

- The SFFEB maintains a directory of all its members. The Membership Directory lists the membership by department, agency/office, member and alternate names, their direct phone lines, email, and address. The directory also contains their mission statement, areas served, and 24-hour emergency contact.

## **Citizen Inquiries**

Whether responding to requests from federal employees or local citizens, the SFFEB was there to help. Assisting customers and coworkers resolve problems or issues are a large part of the SFFEB's responsibilities. We are a liaison between the federal agencies and between the local citizenry and the federal community.

- The SFFEB routinely respond to questions from federal employees regarding such issues as job search assistance, resume writing, and retirement information.
- Our more routine calls from local citizens involve requesting information about grants, housing, emergency food, passports, business development, immigration, and job assistance (how do you find a job in the federal government). The FEB office directs them to the appropriate federal agency, website, or local organization.

## **Combined Federal Campaign**

- The SFFEB administered two combine federal campaigns that covered an eight county area. In FY2009, the CFC raised more than \$2.3 million for local and national charities. Campaign contributions reflect the generosity of our federal employees and ensure that those in need within our community are provided for.
- October 2008 the Tri-County and Treasurer Coast Local Federal Coordinating Committees met to vote to merge both campaigns. Now the Atlantic Coast Campaign spans 8 counties within the South Florida community.
- The Executive Director and Assistant attend CFC Union breakfast where representatives from various federal unions discussed how to galvanize support from their union members.

## **Human Capital Readiness**

Provide accurate, timely, and useful information throughout the FEB network to facilitate interagency communication, shared resources, and workforce education.

## **Strategic Management of Human Capital**

To address Human Capital issues, this fiscal year, we have made available to our members training opportunities, mediation services, employee recognition opportunities, and job fairs.

- Established GIFT (Government's Investment in Future Talent) initiative. With the graying of the federal workforce, our future success is dependent on the recruitment and retention of new and younger talent. Recognizing South Florida's diverse community and our abundance of regional colleges and universities from which to recruit; it became clear that we need to be more proactive in cultivating homegrown talent. Through GIFT we are better educating the local non-federal community on who we are and our current and future needs.

To achieve our goal, the South Florida FEB continues to partner with the Miami Dade Public school system to provide intern opportunities for their high school students. The federal community has also worked along side private industry experts, academicians, and other public sector experts on the academic curriculum of these students. By sitting on “academy boards”, our federal community is able to provide some insight on the types of skills needed to successfully compete for federal positions. Members on our board also participated in Principal for the day event in October 2008.

In support of this effort several agencies provided internship opportunities to local high school and colleges students. A few of the agencies that participated include FAA, Customs and Border Protection, US Coast Guard Department of Justice, NOAA Veterans Administration/ WPB, and the Office of Inspector General.

- In support of recruitment and employment efforts, the South Florida FEB partnered with local and federal organizations to publicize and encourage agencies’ participation in job fairs. For example,
  - Worked with the Department of State’s “Diplomatic in Resident” to publicized Florida International University’s Technical Career Job Fair. Federal agencies with job in engineering were invited to participate in career panels offered to both students and alumni on February 3, 2009.
  - On February 26, 2009 we publicized Job fair (South Florida Diversity Job Expo). This expo was sponsored by a private organization for the South Florida area. Agencies and companies that participated included Diversity Jobs USA, Broward County Sheriff’s office, Florida Power & Light; as well as the U.S. Army, U.S. Navy, Customs and Border Protection and more.
  - Publicized information on 2009 American Society for Public Administrations (ASPA) held in Miami to all FEB members. The conference explore and develop innovative practices for public administration to address the growing diversity of communities around the county.
- In support of the Administration’s Financial Literacy initiative, the SFFEB sponsored four low-cost inter-agency pre-retirement and financial planning seminars within its four counties. Each course was filled to its capacity and by hosting the training through the SFFEB we saved the government more than \$56,550.
- A speaker from the Federal Reserve Bank, Atlanta, Ga., provided key economic data and information pertaining to the current environment along with information about South Florida at the March 19, 2009 Full-Board meeting.

## **EEO/Diversity Events**

- The FEB Director and Human Capital/Diversity Council planned a recognition event for our veterans and active military personnel. This event is named “Military StandTo.” The purpose of the “Military StandTo” is to honor the men and women of our Armed Forces on Veteran

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Day with a public celebration at the Miami Dolphins vs. Seattle Seahawk game. The pre-game events included displays of military equipment and armory by the Air Force, Marines, Coast Guard, Navy and Army, an area of manned booths providing information on services and programs available to Veterans, and pre-game ceremonies on the field. On field ceremonies included the StandTo ceremony, where 300 of our personnel from all armed services stood in formation on the football field to lead a moment of silence in observance of lives lost in the service of our country.

- The SFFEB Human Capital/Diversity Council conducted a Multi-Cultural picnic in February 2009. The picnic was opened to the entire federal community, and featured a variety of activities as well as a Fly-Over by the US Coast Guard and a K-9 demonstration by US Customs and Border Protection with over 200 federal employees, family and friends in attendance.

### **Public Service Recognition Week**

- May 8, 2009 we hosted our annual Federal Employee of the Year Award Program. We recognized 201 men and women for their exemplary job performance and contributions to the federal government and/or their local community before an audience of 365 executives, managers, employees, and family members.