



Education and Training

- **OPM Hiring Reform Workshops come to Portland, Jan. 24-28**

The U.S. Office of Personnel Management (OPM) is spearheading a government-wide initiative to reform recruiting and hiring policies and procedures. The reform effort will encompass sweeping changes to streamline the hiring process. OPM will extend its reach to ensure agencies find and hire the best talent possible. Hiring Reform is one of the biggest initiatives influencing change in the Human

Resources (HR) profession for the Federal government.

OPM, in collaboration with the Oregon FEB, is pleased to bring comprehensive workshops to Portland at no charge to provide you with the tools to facilitate change within your agency. Whether you need an all-inclusive workshop or simply a refresher, OPM looks forward to partnering with you to prepare you for the future of staffing in the Federal government. Sessions include:

Subject	Date	Time
Category Rating and Using Shared OPM Registers Training	Monday, Jan. 24	8:30 am - 4:00 pm
Streamlining Job Opening Announcements (JOAs) and Describing Minimum Qualifications	Tuesday, Jan. 25	8:00 am - 9:30 am
Occupational Questionnaires	Tuesday, Jan. 25	10:00 am - 4:00 pm
Job Analysis	Wednesday, Jan. 26	9:00 am - 3:00 pm
Structured Interviews	Thursday, Jan. 27	9:00 am - 3:00 pm
Designing an Assessment Strategy Workshop	Friday, Jan. 28	9:00 am - 3:30 pm

All sessions will be held at Bonneville Power Administration Headquarters, 905 NE11th, Room 122 in Portland.

To find out more about the individual sessions above, go to http://www.oregonfeb.us/ofeb_training/HiringReform.html.

To register, go to <http://hiringreform.golearnportal.org/>. Sign up soon, as classes have minimum enrollment requirements.

- **Third Annual Federal Green Challenge Symposium, Feb. 1**

On Tuesday, February 1, 2011 the Oregon Museum of Science & Industry (OMSI) will be awash in Federal Green. The U.S. Environmental Protection Agency will host their third annual Federal Green Challenge Symposium, featuring the latest initiatives to reduce the federal community's environmental footprint in the Pacific Northwest and Alaska

In a further effort to save you some green, there is no cost to attend. Light refreshments will be provided at each location so donations of \$2 per person will be very much appreciated.

The program runs from 8:30 a.m. to 4:45 p.m. In the afternoon, Michelle Moore, the Federal Environmental Executive, will host listening sessions in addition to her keynote address at the morning awards celebration. [The Office of the Federal Environmental Executive](#) is housed at the Council on Environmental Quality, Executive Office of the President, and is responsible for promoting sustainability and environmental stewardship throughout Federal government operations.

To view the agenda and register, please go to

<http://yosemite.epa.gov/r10/ECOCOMM.NSF/Federal+Green+Challenge/FedGreenSymposium>. Videoconferencing hubs will also be available in Seattle, Anchorage, and Boise.

Courtesy of the [U.S. Environmental Protection Agency, Region 10](#)

- **Oregon FEB's leadership development webinars gain momentum**

A participant asked, "What do you suggest to encourage employees to take charge of growing their career?" Clara Conner, Division Engineer for the Federal Highway Administration Western Federal Lands Division office, said, "The first thing is to make sure that you have a passion for what you are doing." She also added that you should "surround yourself with people that share your passion."



Clara generously shared her time and leadership philosophy as the Oregon Federal Executive Board (FEB) hosted its second in a series of new Leadership Development Webinars. This program, designed for new to mid-level federal managers or those interested in advancing into management, features local federal leaders sharing insight into how they have pursued their career path and the primary challenges they have faced.

Twenty four registrants logged in during Clara's presentation, including FEB Directors from around the country and an official from the U.S. Office of Personnel Management. The Social Security Administration in Eugene displayed the webinar in one of their meeting rooms so that several of their staff could watch at once. Post-event reviews were quite positive, and other FEB representatives have already contacted Ron Johnson, Oregon FEB Executive Director, about the format and technology.

The sessions are scheduled during the noon lunch break, every month this year, and begin with 15 minutes of initial pre-scripted questions to the federal agency leader, followed by 15 minutes of questions from participants. To take part in the live broadcast, log in from the link on the Oregon FEB website at www.oregonfeb.us, starting at 11:50 a.m. on the day of the event.

The video of Clara's session is now posted on our website at www.oregonfeb.us, along with our first session with Mike Irwin, Federal Security Director of the Department of Homeland Security, Transportation Security Administration. The next two webinars are scheduled as follows:

Session	Date and Time	Federal Leader
3	Feb. 10, 2011 12:00 p.m.	Dan Wagner, Area Port Director Dept. of Homeland Security, Customs and Border Protection, Portland
4	March 1, 2011 12:00 p.m.	Camron Doss, Director General Services Administration, Southern Service Center

For inquiries, contact Jeff Sargent at jsargent@pcez.com.

• **“Dealing with Performance and Conduct Issues,” April 20-21**

The Oregon FEB's popular two-day seminar, **“Dealing with Performance and Conduct Issues,”** returns again this spring for another eye-opening and entertaining session. This course offers federal supervisors, managers, and union officials a framework for making decisions on personnel actions. Participants will:

- Learn when to use conduct vs. performance procedures.
- Be aware of disciplinary options from reminders to removals.
- See why marginal/minimal ratings can prove a waste of time.
- Understand the basic provisions of a “performance improvement plan”.
- Recognize matters where a mediator may be of real assistance.
- Walk away with an arsenal of legal and common-sense options.

The seminar will be held **April 20-21**, 8:00 a.m. - 4:00 p.m. at the Gus Solomon Courthouse, 620 SW Main St., Room B21 in downtown Portland. The cost to attend both days is only \$325.

Dynamic instructor Robbie Kunreuther is the Director of Government Personnel Services in Seattle and the former Associate Director of the Federal Personnel Management Institute.

To register, go to www.oregonfeb.us. Capacity is limited to 35, so early registration is encouraged. For more information, contact Ron Johnson at rjohnson@pcez.com or 503-326-2060.

• **FY2011 Retirement and Estate Planning seminars**

The Oregon FEB's 2011 Retirement and Estate Planning Seminar schedule continues with a CSRS session in February and FERS in March. Please note the new seminar locations. These popular seminars continue to be led by highly rated instructors Loretta Ellis and Marsha-Murray Lusby of local law firm Dunn Carney Allen Higgins & Tongue, LLP.

Registration: \$125 for Federal employees and \$75 for non-Federal spouses. Register online at www.oregonfeb.us.

Questions? Contact us at 503-326-3010 or ofebtraining@pcez.com.

Civil Service Retirement System (CSRS)	
February 8-9, 2011	OPEN
May 10-11, 2011	OPEN
August 16-17, 2011	OPEN
<i>Location:</i>	Gus Solomon Courthouse 620 SW Main St., Room B21 Portland, Oregon 97205

Federal Employees Retirement System (FERS)	
March 15-16, 2011	OPEN
June 7-8, 2011	OPEN
September 21-22, 2011	OPEN
<i>Location:</i>	Gus Solomon Courthouse 620 SW Main St., Room B21 Portland, Oregon 97205

Federal Benefits and Employment

- **New financial aid degrees and services available for public service employees**

New legislation has made it easier to obtain federal financial aid and lower costs associated with obtaining your advanced degree. The "Student Aid and Fiscal Responsibility Act" was signed into law on March 30, 2010. What does this mean to you?

- Increases the maximum annual Pell Grant scholarship to \$5,550
- Lowers monthly payments on your federal student loans and shortens the debt forgiveness timeline
- Better opportunities to prepare for good jobs
- Offers financial aid programs that are worry-free and operate in your best interest

Secondly, the Public Outreach Team (Public Service Degrees) wants to share the launching of their new website for public service employees! If you are looking into getting a degree, consider taking a look at the popular programs starting this month.

Just to name a few ...

- AA Criminal Justice
- BS Criminal Justice-Homeland Security
- BS Criminal Justice-Human Services
- MS Administration of Justice and Security
- MS Public Safety-Emergency Management
- MS Leadership-Disaster Preparedness & Executive Fire Leadership
- Masters Public Administration-Terrorism Mediation & Peace
- Ph.D. Public Policy and Administration-Local Government Management for Sustainable Communities

... and many more new online programs and individual courses of study.

For more information concerning grants, scholarships, tuition reimbursement, and the "Student Aid & Fiscal Responsibility Act," go to <http://www.publicservicedegrees.com/resources.php?cid=10621&eid=3555956>.

Courtesy of The Public Outreach Team @ [Public Service Degrees](#)

Combined Federal Campaign

- **CFC thanks volunteers for helping raise \$1.73 million**

Despite the cold morning air outside, the Multnomah Ballroom at the Doubletree Hotel in Portland warmed with the smiles of satisfied federal employees. They were satisfied that another campaign had come to a close and once again, their colleagues stepped up generously to support to their favorite causes in the CFC.

Campaign Chair Cynthia Maltzberger, Department of Homeland Security Customs and Border Protection, hosted with Oregon FEB Executive Director Ron Johnson while CFC Administration Manager Casey Farm of the United Way of the Columbia-Willamette served as the Master of Ceremonies.

Bonneville Power Administration's Sherra Neal led the 70 in attendance in the Star Spangled Banner before the festivities got underway. Campaign coordinators, keyworkers, agency leaders, the CFC Leadership Team, United Way staff and sponsors were recognized, followed by campaign highlights stories from several agencies. CFC Coordinators from four agencies shared how they managed an exceptional campaign. Leadership Awards were given to agencies that accomplished a 5% or more increase in campaign contributions. Three special agencies, the FBI Portland office, Army Corps of Engineers Portland District, and U.S. Pretrial Services, were also recognized with Region Awards for the exceptional commitment to campaign creativity and results.

The announced campaign total to date was \$1,733,887, an increase over last year of 2.5% with more dollars trickling in.

Thanks to sponsors Blue Cross Blue Shield of Oregon, Kaiser Permanente and USAgencies for supporting these celebrations so that no donor funds were used to pay for them.

The annual CFC celebrations this year are scattered throughout the Pacific NW CFC region, to allow volunteers from all corners of the campaign to be recognized. For additional information on the celebration events, go to the Pacific NW CFC website at www.yourcfc.org or contact Casey Farm at caseyf@unitedway-pdx.org or 503-226-9557.



2010 CFC Chair Cynthia Maltzberger (left) presents the Region and Leadership Awards to U.S. Pretrial Services, represented by Wendy Guasch-Martinez and Lauren Davenport.



- **EPA reminds of the potential danger from radon exposure**

Exposure to radon gas causes an estimated 21,000 deaths annually in the U.S., according to the Environmental Protection Agency. That is a higher number of deaths than those caused by drunk driving, falls, fires or carbon monoxide exposure.

Radon is a naturally occurring radioactive gas that cannot be seen, smelled or tasted, yet it may be present in dangerously high levels in the home. According to EPA, radon exposure is the leading cause of lung cancer among nonsmokers. EPA has designated January as National Radon Action Month. The agency urges homeowners to take the following steps:

- Test your home for radon. Test kits are easy to use and often are available free or at little cost through state radon programs.
- Attend a National Radon Action Month event in your area.
- Spread the word about the dangers of radon, and encourage others to test their homes.
- Buy a radon-resistant home. If you are building a new home, look for builders who use radon-resistant new construction.

Radon levels vary throughout Oregon depending on the underlying geology. For radon levels in your neighborhood, visit the Oregon Public Health Radon Program website to look up radon test results by county or ZIP code. The test results are sent to the Oregon Public Health Radon Program by the testing companies but do not include exact addresses or homeowner names, just ZIP codes.

Go to <http://www.epa.gov/radon/index.html> for more information about the dangers of excessive levels of radon.

Courtesy of the [U.S. Environmental Protection Agency](#) and [Oregon Public Health Division](#)

- **Bring safety home**

True or False? Americans are safer at work than they are at home. True! Eleven times safer!

Off the job	At Work
<ul style="list-style-type: none"> • 146 million workers at risk • 53,200 off-the-job deaths • 9.4 million off-the-job disabling injuries • \$240.3 billion in off-the-job costs to society 	<ul style="list-style-type: none"> • 146 million workers at risk • 4,988 on-the-job deaths • 3.7 million on-the-job disabling injuries • \$164.7 billion in on-the-job costs to society

When you add friends and families into the equation there are a staggering 72,600 deaths that take place in homes and in the community from unintentional injuries, as well as over 20,200,000 disabling injuries, affecting 112 million households, costing Americans over \$251.9 billion.

These injuries are from:

- | | |
|---|--|
| <ul style="list-style-type: none"> • falls, especially among adults 65 and older • drivers who are distracted while texting or using their cell phones • inexperienced teen drivers • poisonings especially from unintentional drug overdose from painkillers or other prescription drugs | <ul style="list-style-type: none"> • sports injuries • overexertion • choking • drowning • and many more incidents that we never intended to happen |
|---|--|

As a society, we must think about safety not only at work, but at home and in our communities, in our cars, or on vacation. By understanding the hazards we face, adopting safety as a fundamental right, and knowing that we can influence safe outcomes, together we can make the United States the safest country in the world – each minute of the day, one day at a time.

Also, a reminder: **OSHA 300 log summaries must be posted Feb. 1**. Employers are required to post a summary of their 2010 OSHA 300 logs for employees by Feb. 1. The summary, OSHA [Form 300A \(PDF\)](#), must remain up through April 30.

For more information, please go to the National Safety Council website at www.nsc.org. The National Safety Council is the only safety organization that offers membership to agencies with benefits including the emergency alert network and safety motivation and recognition programs that can help create a culture of safety.

CALENDAR OF EVENTS

JANUARY			
5th	Oregon FEB Leadership Webinar – Clara Conner, FHWA	12:00 - 12:30 pm	Location: To be accessed via the Oregon FEB website, at www.oregonfeb.us .
6th	Oregon FEB Policy Committee	1:00 - 3:00 pm	Location: Pacwest Center 1211 SW 5th Ave., 2nd Floor, Portland, OR 97204
10th - 28th	2010 Pacific NW CFC Celebration Events	Various	Locations: Astoria, Bend, Burns/Hines, Eugene, Medford, Pendleton, Portland, Salem
24th - 28th	OPM Hiring Reform Workshops	Various	Locations: Bonneville Power Administration Hdqtrs. 911 NE 11th Ave., Room 122, Portland, OR 97232 Registration: http://hiringreform.golearnportal.org/
FEBRUARY			
2nd	Shared Neutrals Board Meeting	9:30 - 11:30 am	Location: Small Business Administration 601 SW First Ave., Portland, OR 97204
8th-9th	CSRS Retirement & Estate Planning Seminar	8:30 am - 4:00 pm 8:30 am - 12:00 pm	Location: Gus Solomon Courthouse 620 SW Main St., Room B21, Portland 97205 Cost: \$125 Feds, \$75 Non-Fed Spouses.
10th	Oregon FEB Leadership Webinar – Dan Wagner, DHS-CBP	12:00 - 12:30 pm	Location: To be accessed via the Oregon FEB website, at www.oregonfeb.us .
10th	Oregon & SW Washington Crisis Continuity Coalition (C3)	1:30 - 3:30 pm	Location: Army Corps of Engineers, Portland Dist. 333 SW 1st., 10th Fl., Portland, OR 97201
MARCH			
1st	Oregon FEB Leadership Webinar – Camron Doss, GSA	12:00 am - 12:30 pm	Location: To be accessed via the Oregon FEB website, at www.oregonfeb.us .
10th	Oregon FEB Policy Committee	1:30 - 3:00 pm	Location: TBD
15th-16th	FERS Retirement & Estate Planning Seminar	8:30 am - 4:00 pm 8:30 am - 12:00 pm	Location: Gus Solomon Courthouse 620 SW Main St., Room B21, Portland 97205 Cost: \$125 Feds, \$75 Non-Fed Spouses.

Go to the [Oregon FEB Calendar](#) on our website and click on an item for more details.
Registration info for all classes can be found at www.oregonfeb.us



Martin Luther King, Jr. Day - January 17, 2011

“Make it a Day On, Not a Day Off!”

During the 1950s and '60s, civil rights leader Martin Luther King, Jr. recognized the power of service to strengthen communities and achieve common goals. Initiated by Congress in 1994, MLK Day of Service builds on that legacy by transforming the federal holiday honoring Dr. King into a national day of community service grounded in his teachings of nonviolence and social justice. The aim is to make the holiday a day ON, where people of all ages and backgrounds come together to improve lives, bridge social barriers, and move our nation closer to the “Beloved Community” that Dr. King envisioned. Go to <http://mlkday.gov/> to find out how you can get involved.

Courtesy of the [Corporation for National and Community Service](#)

COMMITTEE REPORTS

Committee	Latest Developments	Next Meeting, Contact(s)
Policy	The Policy Committee welcomed GSA Regional Director George Northcroft and his colleagues on January 6th to present the latest GSA sustainability initiatives. Updates on the CFC, the Rose Guardian '11 exercise and the OPM Hiring Reform workshops were also shared.	Next Mtg: Mar. 10, 1:30 pm <u>Ron Johnson</u> , 503-326-2060 <u>Clara Conner</u> , 360-619-7710
Combined Federal Campaign	The Pacific NW CFC celebration events are being held throughout the region this month. Local charities can apply for the 2011 CFC by going to www.pacificnwcfc.org later this month. Applications will be due to the OFEB by March 15, 2011.	Next Mtg: TBD <u>Ron Johnson</u> , 503-326-2060 <u>Jeff Sargent</u> , 503-326-3030
Crisis Continuity Coalition (C3)	The next committee meeting will focus primarily on the Rose Guardian '11 exercise. The exercise planning team has developed the exercise scenario, objectives, and timeline.	Next Mtg: Feb. 20, 1:30 pm <u>Tracy Bell</u> , 503-808-4402 <u>Jeff Sargent</u> , 503-326-3030
Shared Neutrals/ADR	As of Dec. 1st CMS and City of Vancouver will suspend their participation with Shared Neutrals due to budget cuts. The Shared Neutrals board continues to seek options for more mediators, through agency outreach and local community mediation programs. No trainings are currently scheduled.	Next Mtg: Feb. 1, 9:30 am <u>Kyle Huddleston</u> , 541-225-6348 <u>Trent Stewart</u> , 503-273-5230

FY 2011 Oregon FEB Policy Committee	Oregon FEB Committees & Chairs
<p>Chair Clara Conner, Federal Highway Admin., Vancouver</p> <p>Vice-Chair Carol Maartense, Social Security Administration, Eugene</p> <p>At-Large Tracy Bell, Army Corps of Engineers, Portland District Cameron Doss, General Services Administration David Ferguson, DHS/Transportation Security Admin. Roy Fox, Bonneville Power Administration Cmdr. Layne Frambes, DHS/Federal Protective Service Captain Daniel L. LeBlanc, U.S. Coast Guard Cynthia Maltzberger, DHS/Customs & Border Protection Col. Steven R. Miles, Army Corps of Engineers, Portland Dist. John Patrick, Portland VA Medical Center David Patte, Fish and Wildlife Service Lisa Pozzebon, Veterans Affairs Regional Office Andy Smith, Bureau of Land Management Joyce Sullivan, Social Security Administration, Portland Lynn Voigt, Farm Service Agency Mary Wagner, Forest Service, Pacific NW Region</p>	<p>2010 Combined Federal Campaign Cynthia Maltzberger, DHS-Customs & Border Protection</p> <p>Oregon & SW Washington Crisis Continuity Coalition Tracy Bell, Army Corps of Engineers, Portland District</p> <p>Shared Neutrals/Alternative Dispute Resolution Trent Stewart, Portland VA Medical Center</p>
	Oregon FEB Staff
	<p>Ron Johnson, Executive Director: rjohnson@pcez.com, 503-326-2060</p> <p>Jeff Sargent, Management Analyst: jsargent@pcez.com, 503-326-3030</p> <p>620 SW Main Street, Suite 330, Portland, Oregon 97205 Ph: 503-326-3010 Fax: 503-326-2070</p> <p>www.oregonfeb.us</p>



Suggestion Box

If you have any ideas on content you'd like to see in this newsletter or for improvements, send your suggestions to Jeff Sargent, at jsargent@pcez.com. Thanks for reading!