



**Executive Committee**

**Chair:**  
Stacey Franklin, GSA

**Vice Chair:**  
Scott Ebell, DPAA

**Standing Members:**

CAPT Greg Burton,  
PHNSY

Colby Stanton, FEMA

Raymond Tanabe,  
NOAA, NWS

Michael Tosatto,  
NOAA, NMFS

Rear Admiral Kevin  
Lunday, USCG,

**Members:**

Todd Schafer, Navy  
Pacific Fleet

David Gulick, USCIS

James Hirai (BG Ret),  
APCSS

COL Joseph Delaney,  
DISA PAC

Debbie Saito  
FAA Honolulu

CAPT Kristin  
Acquavella, DLA Pacific

COL Clay Mason  
USPACOM, Deputy J9

Ralph Rizzo,  
FHWA, DOT

Dr. Christine Altendorf,  
US Army IMCOM

Travis Thomason  
USDA, NRCS

Ryan Okahara, HUD

**Staff:**

Chris Conklin,  
Executive Director

Brian Mikel,  
Deputy Director



**Honolulu-Pacific Federal Executive Board**

<https://honolulu-pacific.feb.gov>

(808) 541-2637/ 2638

Honolulu-Pacific Federal Executive Board  
Full Board Membership Meeting  
NOAA IRC, Pu'uloa Auditorium  
August 28, 2019  
12:30 PM-3:30PM

**Executive Committee Members in Attendance:**

- Stacey Franklin – GSA – Chair
- Scott Ebell – DPAA – Vice Chair
- James Hirai (BG Ret), APCSS
- Mike Tosatto, NOAA-NMFS
- Colby Stanton – FEMA PAO
- Dr. Christine Altendorf – US Army IMCOM Pacific
- CAPT Thomas King – USCG D14
- Melinda Rollo – Navy Pacific Fleet
- Kevin Howe – USSS Hawaii
- Chris Conklin – HPFEB
- Brian Mikel - HPFEB

Open here: [2019-full-board-meeting-slides-minutes/](#)

**12:35 pm: Chair Opens Meeting, Call to Order and Introductions**

On behalf of Chair Franklin, Chris Conklin opened the meeting and thanked those in attendance for their leadership and support, and the NOAA IRC for their outstanding venue, as well as support in webcasting the HPFEB full board meeting.

**12:40pm: Recognition of FY19 Executive Committee Chair and Members**

Executive Committee members in attendance were recognized individually, and Chair Franklin was formally recognized on behalf of the Office of Personnel Management for serving as the HPFEB Chair for fiscal years 2018 and 2019. The HPFEB is currently soliciting FEB members (agency heads or their principal deputies) to serve on the Executive Committee for FY-2020/2021. Those interested please contact Chris Conklin at 808-541-2638.

Mr. Duane Keys (USAF) was presented a certificate of appreciation from the board for outstanding service as the Diversity Working Group Chair, and support in helping foster a more diverse, productive work force performing the government's missions.

**12:45pm: HPFEB Operations, LOB Topics**

**Recap of Annual Strategic Planning Meeting**

Chris Conklin briefed the highlights of the Office of Personnel Management's 2019 Strategic and Operational Planning Meeting, attended by HPFEB staff in Washington in July. Highlights included an update by Acting OPM Director (and Deputy

OMB Director) Margaret Weichert on the President's Management Agenda (PMA), with pillars Mission, Service and Stewardship; including an update on the status of the proposed OPM/GSA merger. Other presentations included "Preparing for a Robotic World", the Volcker Alliance on the "Power of Networks" and a brief from the OPM Strategic Workforce Foresight Team on using strategic forecasting to maximize opportunities and overcome challenges. A highlight summary of the meeting is attached.

Chris Conklin provided a brief update on HPFEB lines of business:

- The annual Excellence in Federal Government Awards program will be held in early May 2020, however the HPFEB is assessing an alternate venue because the Hickam Officer's Club is scheduled to soon undergo a major renovation.
- The Pacific Leadership Academy (PLA) for 2020 will commence next month and agencies are finalizing candidate application submissions. Due to some recent programmatic and policy changes at OPM, the HPFEB concluded that, under the existing partnership, the PLA would not have been presented in its traditional and long successful format in FY-2020. As a result, the HPFEB has entered into a partnering agreement with Federal Consulting Group (FCG), a shared services training and HR services provider under the auspices of the Department of Interior, to produce the FY-2020 PLA. PLA will be presented in its traditional format, and agency coordinators' efforts to adjust to a revised registration and payment process are much appreciated.

### **Update on Combined Federal Campaign**

Chris Conklin provided an update on the Combined Federal Campaign. In recent years, the Hawaii-Pacific Campaign has mirrored the national campaign, with reduced total donations and employee participation. In 2018, the 2<sup>nd</sup> year of CFC under the new campaign construct, the Hawaii campaign stabilized, however at reduced numbers. Those that do continue to participate in the annual campaign tend to donate more on-line, and with higher individual gifts. In 2019, U.S. Army Pacific will chair the campaign, and will host a kickoff event on Friday October 4<sup>th</sup>. Improvements in the on-line donor portal user experience and the campaign materials distribution process, and an experienced support team on the ground should help ensure a successful campaign. Leaders are requested to support the campaign by appointing project officers and key workers, confirming organization employee counts and building employee awareness.

### **Diversity working group**

Deputy Director Brian Mikel shared FY19 successes, including November 2018 Disability Inclusion Panel and February 2019 EEO & Conflict Resolution Training in association with BIG Aloha chapter. What's next? September working group FY20 planning meeting, new Chair elections. Accepting new members! October 2019 "Inspiring Women Workshop, Women and Finances." Check our website for details and people interested in joining the group contact Brian at: [brian.mikel@navy.mil](mailto:brian.mikel@navy.mil).

### **ADR working group, past and future.**

HPFEB is revitalizing our Alternate Dispute Resolution (ADR) working group. Mediation services are available to all member organizations of the HPFEB and its Federal Executive Association partners. Mediators may mediate anywhere participating agencies are located. These services are FREE; however, the requesting agency is responsible for any travel costs (\$50 or less), and any logistical support associated with a requested mediation.

Who are the Mediators? Mediators are federal employees of agencies that participate in the Shared Neutrals ADR Working Group program. They come from all types of federal agencies and levels of jobs. When mediating, these employees serve agencies other than their own. This ensures that they are truly neutral. The mediators have completed at least 32 hours of formal mediation training. You can request mediation services or find out more information here: [https://honolulu-pacific.feb.gov/workforce\\_development/alternative-dispute-resolution-working-group/](https://honolulu-pacific.feb.gov/workforce_development/alternative-dispute-resolution-working-group/)

### **Remaining FY19 Calendar of Events, Updates**

Demand for PLA remains high. Other scheduled trainings (leadership, project management, etc.), less interest. Establishing a Training Working Group to coordinate and collaborate across agencies. Specifically looking at: Types of trainings offered (soft skills, etc.); Coordinated calendar/schedule across organizations; Cost sharing; Ideal Venues; Preferred Vendors. Lastly, our retirement training offerings featuring both federal agency representatives and outside vendors continue to be in high demand.

**1:15 pm: EPWG/Coop Training** – *Emergency preparedness working group presents on activities, September Continuity of Operations (COOP) Training*

Colby Stanton, FEMA, presented about activities and the upcoming Continuity of Operations (COOP) Training offered in coordination with the HPFEB EPWG. September is preparedness month, additional details:

<https://www.ready.gov/september> See slides for more information regarding individual and household preparedness and the L0550 course. This course is based on the guidance to the Federal Executive Branch departments and agencies for developing COOP Plans and Programs. COOP Plans facilitate the performance of essential functions during any situation which may disrupt normal operations. This course provides the skills and knowledge to improve the overall quality and workability of COOP Plans.

**1:35 pm: InfraGard Hawaii Alliance Briefing** - *The mission of InfraGard is to promote ongoing dialogue and timely communication between members and the FBI specifically concerning the security of, vulnerabilities in, and threats to critical infrastructure entities. InfraGard members are provided with information to assist them in protecting critical infrastructure assets. In turn, they are encouraged to provide information to the FBI, thereby facilitating its responsibilities to detect, deter, and investigate acts of terrorism and other crimes.*

Russell Seeney and Andrew Lanning presented about the InfraGard Hawaii Members Alliance. Mr. Seeney detailed activities of the chapter including ongoing training and cybersecurity activities available for members. He also detailed a Table Top Exercise with USCG and the Area Maritime Security Committee involving the grounding of a tanker vessel in Nawiliwili Harbor in Kauai after a combined cyber and physical attack, after which incident response measures and interactions between federal, state and local first responders were exercised. For more information, or to become an InfraGard member, see: <http://www.infragard.org/>

**1:55 pm: US DOL-VETS/USERRA Briefing** - *VETS will provide a briefing for agencies regarding their responsibilities governed by the Uniformed Services Employment and Reemployment Rights Act of 1994 (USERRA).*

DOL Veterans Employment and Training Services Deputy Director Bridget Komine briefed agency officials on USERRA. Ms. Komine offered individualized training for managers and HR professionals within organizations. If you have any questions, please contact Ms. Komine: [komine.bridget.k@dol.gov](mailto:komine.bridget.k@dol.gov) or 808-586-8827

**2:15 pm: Hawaii Fusion Center** - *The Hawaii State Fusion Center (HSFC) is a Hawaii State government program that facilitates intelligence sharing between local, state, and federal agencies, and the public and private sectors.*

Bryan Tepper and Arnold Sagun presented a summary of the resources and collaborative opportunities through the HSFC. Their presentations included: HSFC Partners Meetings, Cyberhood Watch program, Election Security, Special Event Threat Assessments and Support, WSIN Pawn/Gangs, Internet Crimes Against Children (ICAC), FBI Liaison to the Hawaii State Fusion Center, and the Threat Team Oahu (TTO) Initiative.

**2:35 pm: Civilian Pay and Compensation Issues**

Chris Conklin presented a short brief including some informal data on federal pay trends affecting employees in Hawaii and other “non-foreign COLA” areas. Federal pay raises under the COLA/Locality Pay transition have lagged all other pay metrics including retiree COLAs, the Employment Cost Index and pay metrics in other high cost, mainland regional cities. These trends appear to be worsening as the transition to “zero out” COLA (which could take another 20-25 years at the current pace) continues. Some agencies have reported recruiting and retention issues as a result of the high cost of living in Hawaii and pay raises that don’t keep up. There is a current initiative to ask the congress to direct a framework to settle past pay discrepancies for employees in the non-foreign areas. Additionally, Congressman Ed Case working with other members introduced language with the submission of the 2020 House Appropriations Bill directing OPM to assess the impacts of the current pay transition on Hawaii based employees, and to report back to congress. Documents and calculators are included on the HPFEB website: <https://honolulu-pacific.feb.gov/what-we-do/work-force-development/federal-compensation-in-the-non-foreign-areas/> Password is: XXXXXX

Mr. Mike Spencer, a DIA employee assigned to INDOPACOM, briefed some of the efforts his and other Intelligence Community agencies have made in recent years to address compensation-related recruiting and retention issues,

particularly as the cost of housing (owning or renting) in Hawaii has escalated, and pay raises are no longer linked to the local cost of living. These efforts include a 2015 study of local pay/cost of living and subsequent implementation of recruiting and retention incentives. They are also advocating for DoD to request OPM to relook at how Hawaii locality pay is calculated.

Chris Conklin also presented an update on other workforce issues, including:

- The FY-2020 federal pay raise...Military service members would receive a 3.1-percent pay raise on Jan. 1, under the 2020 defense-spending bill the Senate approved in June.
- For civilian employees in 2020, the House passed an appropriations bill that would grant an average 3.1% pay raise—a 2.6% across the board increase and an average 0.5% increase in locality pay. However, the Republican-controlled Senate has not yet published any of its own appropriations bills. The President's 2020 budget again proposed a pay freeze for federal employees. But...subsequently the President has notified congress that he will implement an alternative pay plan in FY-2020, which includes a 2.6% across the board pay raise for 2020 – with locality pay unchanged from the 2019 levels. See: <https://www.whitehouse.gov/briefings-statements/text-letter-speaker-house-representatives-president-senate-12/> . The likely result is that, absent any legislative agreement to the contrary, federal employees will receive a 2.6% across the board pay raise next year.
- Tax implications of the 2017 Tax Law on federal employee relocations...the new tax law exposes relocating federal employees to new tax liabilities, which in some cases are not reimbursable and may not be anticipated...Department of Defense Educational Activity (DoD EA) has prepared an excellent fact sheet on this issue that can be downloaded here: <https://www.dodea.edu/Offices/ResourceManagement/upload/PSC-Tax-Law-Changes-2019.pdf>
- The long awaited increase in Thrift Savings Plan (TSP) withdrawal options for both active and retired federal account holders, which will greatly increase flexibility in managing account withdrawals, go into effect on September 15, 2019. Download the TSP fact sheet here: [Fact Sheet New TSP Withdrawal Options – 09-15-19](#)

DIA offers no-cost Coaching Program for Federal Agencies

Mike Spencer also briefed on his availability to provide DIA employee coaching program. There are numerous offerings including individual, team coaching and a specialized training on listening skills. Get the flyer and out more here:

[https://honolulu-pacific.feb.gov/workforce\\_development/leadership-and-performance-coaching/](https://honolulu-pacific.feb.gov/workforce_development/leadership-and-performance-coaching/)

### **3:00 pm: FEB Member Agency read outs/presentations**

There were no agency specific reports. Vice Chair Scott Ebell thanked the federal leaders in attendance for supporting the FEB and for all of the great and important things that leaders and employees are doing on behalf of the American people.


### **3:10pm: Adjourn**

Chair Franklin adjourned the meeting.

Attachment: (1) Federal Executive Board 2019 Strategic and Operational Meeting – Highlights

Note: Slide Presentations for the August 28, 2019 HPFEB Full Board Meeting can be viewed and downloaded here: [2019-full-board-meeting-slides-minutes/](#)

Submitted: Sep 4, 2019



Chris Conklin  
HPFEB Executive Director

Approved: Sep 5, 2019



Stacey Franklin  
Chair, HPFEB