

# HONOLULU-PACIFIC FEDERAL EXECUTIVE BOARD



# ANNUAL REPORT 2020



## Background of Federal Executive Boards

Federal Executive Boards (FEBs) are catalysts for communication, coordination and collaboration among Federal agencies across the country. FEBs comprise a vibrant network to advance Federal initiatives and programs outside Washington, D.C. Our outreach extends to state and local levels of government to increase opportunities for cooperation beyond the Federal community. There are only 28 FEBs---we identify strategic partners within our metropolitan area, bring them together, and facilitate collaboration to achieve common goals.



By Presidential Directive in 1961, President John F. Kennedy established FEBs to improve interagency coordination and communication among Federal departments and activities outside of Washington, D.C. Prior to its establishment in 1966, the Honolulu-Pacific Federal Executive Board operated as a Federal Executive Association since 1956. The Director of the U.S. Office of Personnel Management is responsible to the President for the organizational and programmatic activities of the FEBs.

Today, the Boards are more relevant than at any other time in history. In continuing times of personnel reductions, budget cutbacks and reorganizations, interagency collaboration is critical to achieving results. As the local Federal ambassador, the FEB identifies opportunities for partnerships with intergovernmental and community organizations. Interagency collaboration is no longer just a wise choice; it is the platform for meeting agency mission goals.

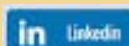
The FEBs are models for partnership-based government. The Boards serve a vital role in intergovernmental coordination identifying common ground and building cooperative relationships. FEBs also have a long history of establishing and maintaining valuable communication links to prepare for and respond to local and national emergencies. While promoting issues related to Administration initiatives, they provide targeted training programs, employee development, shared resources, and local community outreach and participation. The Board's role as a conduit of information and a meeting point for a variety of agencies--each with a different mission--is critical to a more effective government. FEBs promote awareness of the Federal Government's involvement in, and contribution to, communities across the country.

## Executive Summary

Despite the incredible disruption from the global COVID-19 pandemic, the Honolulu-Pacific Federal Executive Board (HPFEB) remained fully engaged in Fiscal Year 2020. By leveraging strong local partnerships, innovating and optimizing scarce resources, the HPFEB was able again to provide the menu of traditional programs. The HPFEB continued to enhance and leverage our interactive website to "digitize" processes and greatly improve efficiency in providing the required support under the lines of business in the OPM FEB Strategic and Operational Plan. Overall, significant strides were made in delivering all three FEB lines of business in FY-2020.

The HPFEB provides a valuable return on the investment made by our funding agencies. Estimated cost avoidance to the Federal Government through leveraged collaboration in training/educational programs and mediation resolutions exceeded \$927,410 in FY-2020.

CONNECT WITH HPFEB ON SOCIAL MEDIA:



# FY 20 Federal Executive Board Executive Committee

## HPFEB CHAIR



**Scott Ebell**

*Chief of Staff*

*Daniel K. Inouye Defense POW/MLA Accounting Agency  
Department of Defense*

Aloha Teammates,

For the past two years it has been a high honor to serve with each of you! Words cannot fully express the affection I have for all of you and the pride I have in the team we built. Because of your leadership, teamwork, innovation, dedication and hard work we overcame many challenges and provided critical leadership and important services to those entrusted to us.

God bless the United States of America, the wonderful land of Hawaii, each of you and your families. I hope our paths cross again.

## EXECUTIVE COMMITTEE MEMBERS

### **BG (R) James T. Hirai**

*Deputy Director*

*Daniel K. Inouye Asia-Pacific Center for Security  
Studies, Department of Defense*

### **Captain Jason Adams, USN**

*Commander*

*Defense Logistics Agency Indo-Pacific  
Department of Defense*

### **Glory Gervacio**

*Director, Honolulu Local Office*

*Equal Employment Opportunity Commission*

### **Colonel Clay Mason, USAF**

*Deputy J9*

*United States Indo-Pacific Command*

## EX-OFFICIO & STANDING MEMBERS

### **Captain Greg Burton, USN**

*Commander, Pearl Harbor Naval Shipyard  
and Intermediate Maintenance Facility  
Department of Defense*

### **Ray Tanabe**

*Director*

*National Weather Service Hawaii  
U.S. Department of Commerce*

### **Colonel J. Scott Peterson**

*Acting Region Director*

*US Army Installation Management Pacific Command  
Department of Defense*

### **Christopher Robinson**

*Honolulu Field Office Director*

*U.S. Citizenship and Immigration Services  
Department of Homeland Security*

### **Michael Tosatto**

*Regional Administrator  
Pacific Islands Regional Office  
NOAA/NMFS  
US Department of Commerce  
Ex-Officio: Chair*

### **Stacey Franklin**

*Area Director*

*General Services Administration  
Asia-Pacific Region  
Ex-Officio: Chair*

### **Ryan Okahara**

*Director, Honolulu Field Office,*

*Department of Housing and Urban Development*

### **Todd L. Schafer**

*Executive Director and Director of Staff  
COMPACFLT, Department of Defense*

### **Rear Admiral Matthew Sibley**

**USCG**

*Commander  
14th Coast Guard District*

### **Colby Stanton**

*Director of Readiness, Pacific Area  
Office, Federal Emergency  
Management Agency Department  
of Homeland Security  
Ex-Officio: Chair*

### **Colonel Matthew Simmons, USMC**

*Commander, Defense Information Systems Agency  
Pacific, Regional Field Command  
Department of Defense*

### **Trevor Fenwick**

*Special Agent in Charge  
United States Secret Service  
Department of Homeland Security*

### **Ralph Rizzo**

*Division Administrator, Hawaii Division  
Federal Highway Administration*

### **Travis Thomason**

*Director, Pacific Islands Area  
Natural Resources Conservation Service  
Department of Agriculture*

### **Gordon Wong**

*Manager Airports District*

*Federal Aviation Administration  
Department of Transportation*



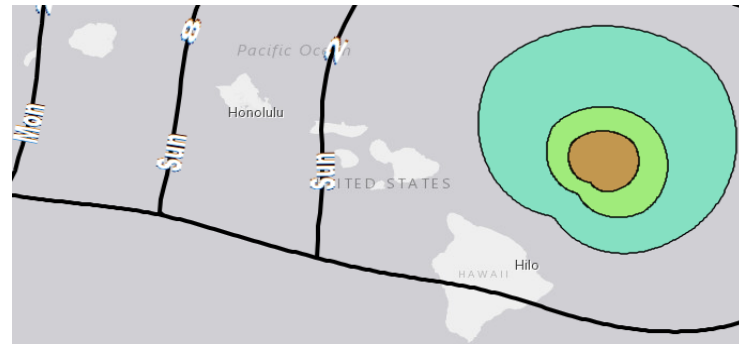
# EMERGENCY PREPAREDNESS

The HPFEB maintains an “All Hazards Emergency Notification and Advisory Plan for Agency Directors” which is updated annually based on lessons learned. The EVERBRIDGE notification system continues to provide timely and informative notifications to agency leadership during emergency situations such as hurricanes and tsunamis. In 2020, this system was synchronized with the HPFEB interactive contact management database, enhancing both accuracy and participation in the system. This method has been shared across the FEB network and has been adopted by several peer organizations.

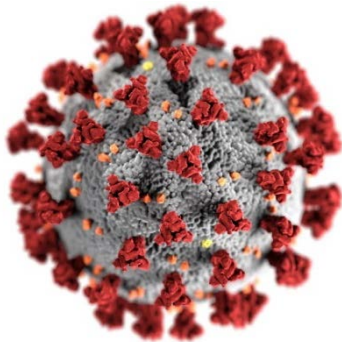
HPFEB Emergency Preparedness Working Group (EPWG) sponsored a FEMA COOP monthly training series with hundreds of attendees throughout the year.

When the COVID-19 pandemic reached Hawaii, HPFEB coordinated mass distribution of over 4200 face coverings to approximately 2100 employees in almost 30 federal agencies.

In late July, Hurricane Douglas approached the Hawaiian Islands as a Category II storm, resulting in hurricane warnings being placed in effect for the islands of Oahu and Kauai. The HPFEB strengthened its existing relationship with the National Weather Service and arranged just in time briefings for the federal leadership group. Appropriate emergency notifications were made and workforce guidance issued as the hurricane missed the north shore of Oahu by only a few miles, during the latter part of the weekend. Thankfully, the brunt of the hurricane’s energy remained offshore – resulting in only minor damage or disruption to the Monday workday on both Kauai and Oahu.



## COVID-19 Pandemic Response



In late February 2020, when it became clear that the COVID-19 pandemic would not spare the United States and that Hawaii needed to prepare for its effects, the HPFEB worked quickly to build awareness amongst federal leadership, including a brief of board members by a senior Navy physician/epidemiologist on the etiology of the virus, its potential for pandemic spread and risks to the population and federal agency readiness. This brief was shared across the broad agency base and also with State of Hawaii Health Department and political leadership. The HPFEB continues to participate in the tri-weekly teleconferences with federal, state and local leadership charged with managing the COVID-19 pandemic in Hawaii and Pacific Territories, as well as discussions with OMB/OPM leaders involved in workforce policy to help employers/employees manage the new work environment, and bi-weekly HPFEB leadership calls on COVID and re-constitution. During this period, the role of the HPFEB in bringing together federal, state and local leadership on a collaborative basis has certainly held true.

EMERGENCY PREPAREDNESS PARTNERS:  
Emergency Preparedness Working Group  
FEMA Region IX Interagency Steering Committee  
COVID Return to Workspace Interagency Committee  
Weather Ready Nation Ambassadors  
Bureau of Prisons, Community Relations Board  
Hawaii Emergency Preparedness Executive Consortium (HEPEC)

Contact us to join the EPWG or subscribe to our mailing list to receive information on upcoming events and training opportunities.

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

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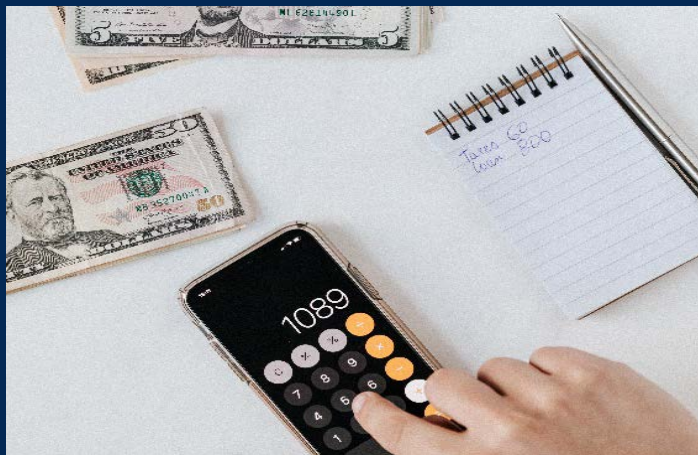


# WORKFORCE DEVELOPMENT

The *Pacific Leadership Academy* continued to be a highly sought course by Federal agencies in the Pacific. The 2020 course brought some changes to the program. The HPFEB built a new partnership with the Federal Consulting Group (under the auspices of the Department of the Interior), to present the course in its traditional format. This included the use of a new on-line portal to manage the registration, initial assessment, and academic program, with assistance from the two course program directors. PLA launched successfully in October, supported by the partnership with the Honolulu Fire Department. Due to COVID-19, the PLA team and fellows demonstrated resiliency by completing the remaining sessions for Senior and Emerging Leaders remotely and with delay to July 2020. Additionally, the HPFEB is currently building out an official alumni network to capture updated contact data from the over 1,400 PLA graduates from 2003 until today. Alumni can update their contact information on-line here:

<https://honolulu-pacific.feb.gov/pla-alumni-network-update/>

## BENEFITS & RETIREMENT TRAINING



In early 2020, a session of “What’s in Your Retirement Portfolio” was held for federal employees, hosted by Tripler Army Medical Center. This event included presentations by the Federal Retirement Thrift Investment Board, the Securities and Exchange Commission and the Social Security Administration, and again was extremely popular. Check the HPFEB events page for a remote version of this training which will be held in early FY-2021. Other pre-retirement and leadership trainings were held virtually with hundreds of attendees during FY-2020 and will continue to be held in this format until at least the end of this year.

## HAWAII COLA / LOCALITY PAY ISSUE

The HPFEB continued to work closely with local congressional staffs and other stakeholders on federal employee pay in Hawaii and other non-foreign COLA areas, as the COLA/Locality Pay transition for these employees continues over many years. This includes sharing a congressionally directed report from OPM on locality pay in Hawaii, which is available for download on the HPFEB website.

### Congratulations to all the winners of the 2020 FEDERAL EMPLOYEE OF THE YEAR AWARDS

Additionally, the 2020 HPFEB sponsored “Excellence in Federal Government Awards Program” was held in a different format, as pandemic related social distancing guidelines made a traditional ceremony in early May impractical. Federal agencies held “in-place” ceremonies for the over 120 nominated awardees on their own timeline, with support from the HPFEB. The HPFEB also published a detailed awards booklet to recognize each agency and awardee, download here: [HPFEB 2020 Awards Booklet](#)



USDA NRCS Virtual Awards Ceremony (LEFT)

&

Pearl Harbor Naval Shipyard Awards Ceremony (RIGHT)



# STRATEGIC PARTNERSHIPS

The HPFEB continues to build partnerships with local emergency management and health officials, particularly as planning accelerates to distribute a safe and effective, and much anticipated COVID-19 vaccine under the auspices of the national program “Operation Warp Speed.”

HPFEB supports the Hawaii Homeless Veterans’ Task Force. Their initiatives encourage interagency coordination across city, county, state and federal public/non-profit/private partnerships to address the issue of homelessness in Hawaii. This year, this partnership enabled HPFEB sponsoring an internship through VA programs.

## COMBINED FEDERAL CAMPAIGN

The HPFEB again oversaw the Hawaii-Pacific Combined Federal Campaign, in 2019 under the leadership of U.S. Army – Pacific; generous federal donors pledged over \$1.5M in funds and volunteer hours to local, national and international charities. Additionally, a special CFC solicitation was conducted in June 2020 to help the numerous non-profits whose services have come under unprecedented demand during the COVID-19 pandemic. Over \$60K was raised during the month, and this much-needed support went directly to CFC approved charities with zero administration fees and no delay. The 2020 campaign is under the leadership of Commander, U.S. Pacific Air Forces and it will kick off in early October. This will likely be the first campaign conducted virtually on a broad scale, the CFC team is optimistic.



HPFEB FY20 Annual Report reviewed and approved by the HPFEB Chair & Executive Committee November 2020

Christopher J. Conklin  
Executive Director  
Honolulu-Pacific Federal Executive Board

Scott Ebell  
Chair  
Honolulu-Pacific Federal Executive Board

HPFEB STRATEGIC PARTNERS  
Hawaii Homeless Veterans Task Force  
InfraGard Hawaii Chapter  
Hawaii State Fusion Center  
Disability IN

Join the EVENTS mailing list to receive information on upcoming events and training opportunities.

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