



Honolulu-Pacific Federal Executive Board FY2023 Operating Plan

Introduction

Federal Executive Boards (FEBs) were established by Presidential Directive in 1961 to increase the effectiveness and economy of Federal agencies by coordinating Government activities outside of Washington, DC. FEBs are located Nationwide in areas with a high concentration of Federal agencies and employees. Each FEB is comprised of the highest ranking local Federal leaders.

FEBs serve as centers for communication and coordination across the Nation. This Annual Operating Plan outlines the activities the HPFEB will undertake in support of its members and the Federal Executive Board Network Strategic Plan (FY2023-2024).

VISION

To be catalysts for interconnected Government.

MISSION STATEMENT

Increase the effectiveness of Federal Government by strengthening coordination of Government activities.

Chair's Vision

As the Chair of the HPFEB for FY23, I'm very excited about the opportunities ahead of us under our new operating plan. The HPFEB is a mechanism to support interagency collaboration on issues of importance to us as leaders and employees. It is truly an example of "by us, for us" – we are excited to be establishing new committees to work on training and on recruitment, retention, and engagement, with a subcommittee for the annual employee recognition ceremony. Our employees are truly the strength of the federal government, and I'm pleased to be part of an organization that brings people together to help cultivate innovative ways to support and build our workforce.



If you haven't already, I encourage you to get involved with the HPFEB! Check out our website at [Home | Honolulu-Pacific Federal Executive Board | HPFEB](#) and participate in one of the many events coming up this year!

- Ray Tanabe, Director, Pacific Region, NOAA National Weather Service Chair, Honolulu-Pacific Federal Executive Board, FY23

Operating Plan

The HPFEB Operating Plan is organized around the 3 strategic goals and associated tasks established under the Federal Executive Board Network Strategic Plan (FY2023-2024):

1. Workforce Building and Succession Management
2. Cultivating an Innovative Organization
3. Fostering Coalitions

Goal 1: Workforce Building and Succession Management

1.1 Anticipate future training and development needs and deliver those in a timely fashion.

1.1.1 Offer unique training opportunities that Federal employees do not receive from their agencies.

1.1.2 Survey agency membership to ensure training is relevant and valuable.

HPFEB Activity	Activity Quarter
Establish HPFEB Training Committee	Q2
Retirement training	Throughout the year
Financial readiness/literacy training	Q3-Q4
Local HR support for retirement application process	Q3-Q4
Local general training opportunities	Q3-Q4
Shared Neutrals (mediation support in coordination with the Federal Mediation and Conciliation Service)	Q3-Q4

1.2 Identify critical skills and leverage existing or propose new hiring practices to close gaps.

1.2.1 Strengthen workforce competencies through formal leadership development programs and continuous learning seminars.

HPFEB Activity	Activity Quarter
Pacific Leadership Academy	Throughout the year
Leadership seminars, in coordination with San Francisco FEB	Q2-Q4
Ensure hiring managers are aware and using Veteran Hiring Authorities for their Job Opportunity Announcements	Throughout the year
Share lessons learned from the new HPFEB “Recruit, Retain, Engage” Committee	Q4

1.3 Prioritize recruitment and retention, encouraging career paths for the next generation and facilitating employee engagement.

1.3.1 Collaborate with educational institutions to inform agency senior leaders on higher education trends and certificate programs to develop diverse and inclusive talent pipelines.

1.3.2 Promote Federal participation in local career fairs and showcase agency missions.

1.3.3 Recognize excellence in the workforce through award programs.

HPFEB Activity	Activity Quarter
Establish an HPFEB “Recruit, Retain, Engage” Committee	Q2
Develop job feeder model	Q4 (model outlined)
Develop fellowship/internship targeting local students	Q4
Hold college networking sessions	Q3/Q4
Document challenges/success stories in use of hiring flexibilities in the Honolulu-Pacific AOR and coordinate with WHIAANHPI Region 9 effort to increase effectiveness in hiring the local community	Q3/Q4 (project to continue into FY24)
Build DoD Skillbridge partnership effectiveness	Q2-Q4
Awards recognizing excellence in government service	Q3
Co-host a hiring fair	Q3
Pilot project under 2.1	Q4

Goal 2: Cultivating an Innovative Organization

2.1 Amplify innovative practices to increase organizational agility.

2.1.1 Engage with agencies to learn localized innovative processes and share findings with stakeholders.

2.1.2 Leverage technology and flexible strategies to maximize agency engagement and participation.

2.1.3 Foster an innovative culture that accepts risk and rewards creativity, by serving as pilot sites for new approaches and solutions.

HPFEB Activity	Activity Quarter
Pilot project to measure and improve employee engagement survey impact	Q4
Highlight agency missions and facilitate discussions on innovative processes at routine Full Board meetings, on at least a semi-annual basis	Q1/Q4

2.2 Anticipate and plan for unexpected emergencies.

2.2.1 Prepare agencies to adapt to emergency events without much notice.

2.2.2 Support agencies to build resilience and respond to changing environments.

HPFEB Activity	Activity Quarter
Hold Emergency Preparedness Working Group Meetings on at least a quarterly basis	Q1-Q4
Update the 2020 HPFEB All Hazards Emergency Notification and Advisory Plan	Q2
In coordination with FEMA Region 9, offer continuity training	Q3/Q4
Promote FPS-sponsored training opportunities to local Federal agencies	Throughout the year
Support notification of HPFEB members in emergencies, in coordination with TSA	Throughout the year
Participate in Hawaii's Makani Pahili 2023 (Situational Awareness)	Q3

2.3 Collaborate to share knowledge and information as one unified Network.

2.3.1 Develop a successful practices playbook of FEB programs and enable individual FEBs to determine how to customize programming for local priorities.

2.3.2 Strengthen awareness of FEB mission and National brand by improving communication strategies.

2.3.3 Coordinate professional development and team building opportunities for FEB Staff.

HPFEB Activity	Activity Quarter
Participate in Network monthly meetings	Throughout the year

Goal 3: Fostering Coalitions

3.1 Engage with stakeholders from the Federal, State, Local, and private sectors.

3.1.1 Create networking opportunities to connect organizations and develop leadership relationships that foster collaboration across sectors.

3.1.2 Respond to general questions from intergovernmental partners regarding local Federal resources.

HPFEB Activity	Activity Quarter
Highlight national and/or local priorities at HPFEB meetings on at least an annual basis	Q1
Maintain HPFEB Membership Directory	Throughout the year
Highlight national priorities and information via HPFEB announcements	Monthly, throughout the year
Respond to general questions from intergovernmental partners regarding local Federal resources	Throughout the year

3.2 Demonstrate value to agencies and stakeholders.

3.2.1 Develop a campaign implemented at the National and local levels to emphasize FEB benefits to the Federal community and intergovernmental partners.

3.2.2 Showcase return on investment to all agencies and stakeholders.

HPFEB Activity	Activity Quarter
Annual Report	Q1
Operating Plan	Q1
HPFEB website/social media	Throughout the year
Coordinate with the National Office to highlight FEB contributions to the Federal community in press releases and/or social media, on at least a semi-annual basis.	Throughout the year

3.3 Align strategic lines of effort with National priorities and cross-agency goals

3.3.1 Build in flexibility to ensure local priorities are addressed.

3.3.2 Provide feedback to the National Office related to implementing cross-agency goals.

HPFEB Activity	Activity Quarter
Combined Federal Campaign	Throughout the year
COLA/Locality pay transition updates	Q2
HPFEB website/social media	Throughout the year
Communicate FEB support of National initiatives in the annual report submitted to the National Office	Q1