



Federal Executive Board, Minnesota
POLICY BOARD AGENDA
Wednesday, February 10, 2016
7:30 AM to NLT 9:30 AM

Meeting Location: FEB, Whipple Federal Building, 1 Federal Drive, 2nd Floor, Fort Snelling, MN 55111

Attendees:

Erika Cashin	934 AW	Jason Krueger	NROTC	Jess Ulrick	MN National Guard
Diane Rosen	BIA	Kevin Chamberlin	VA DMC	Lane Harstad	FMCS
Donna Meyer-Hickel	VA	John Scott	VA DMC	Cathee Pullman	NRCS
Jane Ray	FSA	Randall Merideth	State Dept	Vikki Soukup	VA DMC
Cliff Van Leauven	TSA	Diane Langer	FAA	Thomas Long	FPS/DHS
Marre Jo Sager	USGS	Colleen Landkamer	USDA RD	Dave Webber	NRD
Erin Stiers	APHIS	Johnny Maxon	DIA/ PACOM	Dan Luna	NOAA/NWS
Andria Horwitz	FEB	Carlos Guereca	FEB		

I. Opening & Introductions – FEB Vice Chair, Lane Harstad

II. Treasurers Report – John Scott, Treasurer

- Expense incurred last month from GODE and FOLD events.
- Revenues will be seen for upcoming SADBOC fair.

III. Executive Director's Report–Andria Horwitz, FEB Assistant Director

a. Contact updates and one-on-ones

- FEB ED and AD will be reaching out to agency heads to update contact lists that are outdated and learn more about how FEB can better serve your agencies.
- FEB continues to work on Constant Contact firewall issues.

b. FPS presentation – Cmdr. Thomas Long

- FPS services are available to buildings with a direct GSA lease. If the building is not on a GSA lease FPS services can still be solicited with a Security Work Authorization (S.W.A.) Contact Cmdr. Long with any questions.
- FPS is following DHS direction for Real ID. Military facilities are already implementing the need for Real ID to access their facilities.

c. Government on Display – Andria Horwitz

- Increase in participating agencies from 12 last year to 22 this year.
- Good response from participating agencies regarding modifications to the event from previous years.

d. PMC Interagency Rotation Program

- Two agencies participating in Minnesota, International Trade Administration and USDA Risk Management Agency

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- Will be collaborating with Chicago FEB for cohort events.

IV. New Business

- a. Transforming Our Workplace, rescheduled due to CR, March 18 deadline
 - Cost is now \$75. Agencies will be reimbursed by the FEB if they paid the previously higher price.
 - New training dates: June 6th and 7th from 9:00am to 5:00pm
June 15th and 16th from 9:00am to 5:00pm
- b. FEB Audit
 - USACE will be conducting the financial audit for FY15
- c. CFC Northern Lights awards breakfast, February 18
 - Breakfast to be held at the Embassy Suites in Bloomington, MN (not the airport location)
 - Training in April for FY17 campaign.
- d. Request for federal employee benefits speaker
 - Please notify FEB-MN by March 1 if you have subject matter experts in employee benefits that could provide training. Current benefits trainer will be retiring at the end of FY16.
- e. Civil Servant of the Year – March 4 deadline for nominees
- f. Save the Date – FEB Strategic Planning Meeting, Sept 13-14
- g. Training Update:
 - Courageous Followership (“Leading Up”), February 18, \$25 - Currently there are five attendees registered and we are looking for more to participate.
 - Continuous Improvement Council Yellow Belt training, February 24, FREE
 - Difficult Conversations, February 25, \$25
 - FERS Midcareer/New Employee benefits, March 1, \$95-\$105
 - Diversity and Inclusion to co-host Federally Employed Women round tables for agency heads on March 17 at CBP Norman Point location and March 18 at AHPIS.
- h. CDC Zika virus information <http://www.cdc.gov/zika/>

V. CFC Update

VI. Agency Announcements

- a. DMC is expanding and has acquired additional office space in St. Paul

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- b. FAA is hosting its Ace Camp and is distributing flyers. Scholarships are also available. Please go to <http://www.mnacecamp.org> to for additional information as well as scholarship and enrollment applications.
- c. FMCS labor relations training August 17-19 in Chicago. Also opening a Duluth office.
- d. FEB HR Council will be taking a hiatus due to low participation.
- e. Security Checkpoint Changes at MSP Terminal 1-Lindbergh the week of 2/15 -2/19

Starting Monday night, February 15, TSA will begin the phased transition of checkpoint screening equipment from existing checkpoints to the new 10-lane North Checkpoint with completion slated for Friday, February 19.

The plan is as follows:

(South Checkpoint with 6 lanes, at the end of Delta Air Lines Ticket Counter, remains open through the transition to the opening of the new North Checkpoint)

Tuesday AM, 2/16: New North Checkpoint operational with 4 lanes / Checkpoint 2 Closed.

Wednesday AM, 2/17: North Checkpoint operational with 6 lanes.

Thursday AM, 2/18: North Checkpoint operational with 8 lanes with 2 TSA Pre✓™ / Checkpoint 4 TSA Pre✓™ operational with 2 lanes.

Friday AM, 2/19: North Checkpoint operational with 10 lanes / TSA Pre✓™ operational with 4 lanes / Checkpoint 4 closed.

Checkpoint 3- the Employee Lane closes- all employees (Gov't partners) use either the North or South Checkpoints.

TSA Pre✓™ : When the transition is complete, TSA Pre✓™ will be available at both the North and South Checkpoints at Terminal 1-Lindbergh and at Checkpoint #1 at Terminal 2 Humphrey.

New Signage: Large (17ft x 20ft) security waiting time displays will be mounted at both the North and South Checkpoints so passengers may "self-select" which checkpoint to use.

VII. Next meeting: March 9, 2016, MN Army National Guard