

**FEDERAL EXECUTIVE ASSOCIATION
EXECUTIVE BOARD MEETING
Federal Building, Room 4329
February 22, 2011**

Attendees

Eric McKisick, Social Security Administration	Caroline Schaefer, Internal Revenue Service
Jim Sinnette, Federal Highway Administration	Paula Header, VA Regional Office
Mike Lee, U S Corps of Engineers	Tina Edens, Central Arkansas Veterans Healthcare System
Denise Tafoya, US Bankruptcy Court	Steve Coop, HUD
Ben Toman, SSA/ODAR	Deron Kaseberg, TSA
Joe Harris, SBA	
Gina Lyons, FEW (Guest Presenter)	Becky Simmons, FEW (Guest Presenter)

Call To Order

Eric McKisick, FEA President, called the meeting to order and members reviewed the minutes from the January 18, 2011 meeting.

Minutes

The minutes of the January 18, 2011 meeting were reviewed and accepted by membership.

Guest Presenters

Ms. Gina Lyons and Ms. Becky Simmons, representatives from the Federally Employed Women (FEW), presented to the group on the upcoming event FEW "Rocks the City" to be held March 8 – 11, 2011 at the Wyndham Riverfront Hotel. They briefly discussed the purpose of FEW and the working toward advancement for women in government. Although FEW's membership is targeted primarily toward women who work in federal government they also have male members. They have extended their early bird special from February 15th to February 25th to allow FEA membership to take advantage of this training opportunity. Ms. Edens agreed to scan FEW Registration Booklet and email to membership.

Committee Reports

Training:

COOP Training – An exercise was conducted on February 16, 2011 at the Federal Building, Room B318. There were approximately 40 attendee's and based on the observations and statements it was a success. Mr. Coop stated he would forward the scenario and comments to membership.

Weather Watch Process– There was no one at the meeting.

Old Business

Public Service Recognition Week – May 1-7, 2011. Ms. Caroline Schaefer stated that a meeting was held with representation from TSA and SSA. They brainstormed as to how to get the message out. The suggestion was to have an Easel with "Thank You" message to all federal employees placed within the Federal Building. Also, the group discussed public radio such as public service announcements. Mr. Eric McKisick asked if any posters had been ordered and stated that they were free resources available for usage. He stated he would get with Ms. Schaefer to discuss.

FEA Website – Mr. Sinnette said that the web page is posted. He handed out a copy of what the page will look like. It is a work in progress.

Federal Employee of the Year- Application packages for Federal Employee of the Year were sent out February 11, 2011 with a **Due date by March 11, 2011**.

New Business

Need Judges for FEY packages – Asked for members to consider judging or sending a representative to judge the FEY packages. The date for judging is set up for the afternoon of March 17, 2011. If you have someone from your agency that you would be willing to serve as a judge please email Ms. Edens at Arvetta.edens@va.gov.

Nominations for Secretary-Treasurer – Asked for members to consider serving in the capacity of Secretary-Treasurer. Ms. Edens will send out brief description of responsibilities to membership. Nominations can be emailed to Ms. Edens and voting shall be conducted during March meeting.

Announcements

Next Meeting – Tuesday, March 15, 2011 at 8:30 a.m. in the Federal Building, Room 4329.

Eric McKisick
FEA President