



# INTERAGENCY CONNECTION

215 Dean A. McGee, Suite 349, Oklahoma City, OK 73102

<http://www.oklahoma.feb.gov/>

(405) 231-4167

*Strategic Connections resulting in Unique Solutions*

## Chair's Corner



Our FEB is into a full Spring Swing with activities galore!

Our **2019 Leadership FEB** program will kick off on April 3<sup>rd</sup> with the class visiting the

National Oceanic and Atmospheric Administration Agencies in Norman. They will meet one day, each month after, to visit a variety of Federal Agencies in Oklahoma to see the diverse missions, challenges, and accomplishments.

The annual **FEB Awards Ceremony** is scheduled for Monday, May 6, 2019 at Remington Park. This year, we have 91 award nominations, complicating the role of our Selection Committee! I encourage each of you to register/attend our Awards Ceremony to recognize the outstanding accomplishments of Public Servants across the State who reflect the very best of Federal Service! AND get a glimpse into the many missions and accomplishments occurring in our State. (A registration is in this newsletter).

AND...back by popular demand: **FEB Leadership Series!** Yes, five *new* classroom topics coordinated for this year!

This is designed so an Agency can purchase the full package of five training days with the maximum cost avoidance and send one person to all five days or send five employees to separate days of training. (A registration is in this newsletter).

And because it is considered “tax preparation time”, I want to remind everyone about our coordinated “**MyFreeTaxes**” initiative. The FEB has coordinated with the Internal Revenue Service (IRS) for access to this multiple organization effort. This allows federal employees, federal contractors and their family members who make \$66,000 or less to utilize the tax preparation software to electronically prepare and file both federal and state tax returns at no cost! More information is provided on page 4 or you can get started by visiting:

<https://www.oklahoma.feb.gov/MyFreeTaxesAddtlInfo.html>

I look forward to seeing you at any or many of our upcoming activities!

*Basharat Siddiqi*  
Basharat Siddiqi, Chair

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### **THREE SURPRISING BENEFITS OF MAKING A COMMITMENT**

A leader who's reluctant to commitment respects the value of commitments. But remarkable success demands commitment.

Reluctance to commit is natural. Refusal to commit is deadly.

Leaders who excel make courageous commitments. Half-hearted commitment always disappoints.

The courage to commit is the beginning of success.

#### **3 surprising benefits of making commitments:**

##### **#1. Increased creativity.**

You can't figure out how to do what you don't want to do.

You figure out how to fulfill commitments. Lack of commitment makes you dumb.

Creativity follows commitment.

##### **#2. Energy.**

Energy follows commitments.

Before commitments, you're reluctant and lethargic.

Commitments give direction to energy. Potential energy is useless until it's released.

##### **#3. Limiting options – establishing priorities.**

Apart from commitment, the seduction of shiny objects wins.

When you commit to your spouse, you eliminate other options.

Drifting is excluded when you commit to excel.

#### **Commitment tips:**

##### **#1. Make small commitments.**

Stephen Guise says a commitment to do one push-up a day changed his life. ([Mini Habits](#))

The commitment to go to my office and put my hands on the keyboard has resulted in over 3,000 blog posts.

I didn't set out to write 3,000 blog posts. If I had, I never would have started.

[Guise](#) says if your commitment is embarrassingly small, you're on the right path.

##### **#2. Commit just for today.**

Avoid most long-term commitments.

Commit to give three affirmations for every correction or criticism – just for today.

##### **#3. Commit with.**

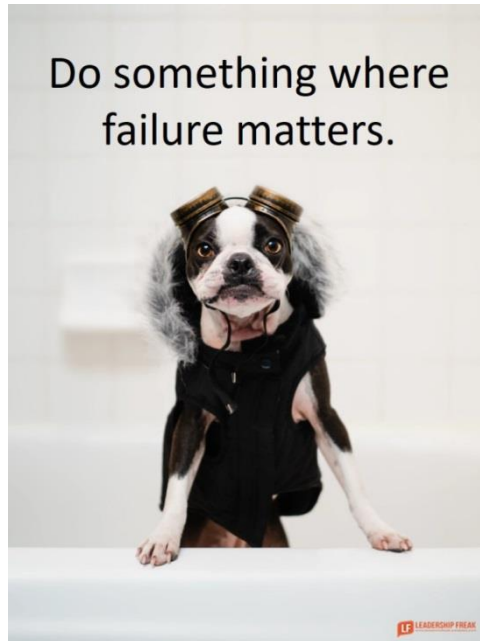
Find a commitment partner – someone who will commit with you. You go further with than alone.

#### **Six commitments of successful leaders:**

1. Fertilize your leadership.
2. Use the scalpel on yourself – seek feedback.
3. Try stuff.
4. Persistently turn toward the future.
5. Bring up elephants.
6. Keep your piggy bank empty. Give all the credit to others.

Do something where failure matters.

<https://leadershipfreak.blog/2019/03/04/three-surprising-benefits-of-making-commitments/>



## Spotlighting Information in Public Service

### Did you Know?

*Is It Really 'FDA Approved?'* (Continued from last month's edition)

#### **FDA doesn't approve medical foods.**

A medical food is used for the dietary management of a disease or health condition that requires special nutrient needs. An example of a medical food is a food for use by persons with phenylketonuria, a genetic disorder. A person with this disorder may need medical foods that are formulated to be free of the amino acid phenylalanine. A medical food is intended for use under the supervision of a physician. It doesn't include products such as meal replacements or diet shakes, or products for the management of diseases like diabetes, which can be managed through modification of the normal diet.

Medical foods do not have to undergo premarket approval by FDA. But medical food companies must comply with other requirements, such as good manufacturing practices and registration of food facilities. Medical foods do not have to include nutrition information on their labels, and any claims in their labeling must be truthful and not misleading.

#### **FDA doesn't approve infant formula.**

FDA does not approve infant formulas before they can be marketed. But manufacturers of infant formula are subject to FDA's regulatory oversight.

Manufacturers must ensure that infant formula complies with federal nutrient requirements. Manufacturers must register with FDA and provide the agency with a notification before marketing a new formula.

FDA conducts yearly inspections of all facilities that manufacture infant formula and collects and analyzes product samples. FDA also inspects new facilities. If FDA determines that an infant formula presents a risk to human health, the manufacturer of the formula must conduct a recall.

#### **FDA doesn't approve dietary supplements.**

Unlike new drugs, dietary supplements are not reviewed and approved by FDA based on their safety and effectiveness. Unless an exception applies, dietary supplements that contain a new dietary ingredient (a dietary ingredient not marketed in the United States before Oct. 15, 1994) require a notification to FDA at least 75 days before marketing.

The notification must include the information that provides the manufacturer's or distributor's basis for concluding that the dietary supplement will reasonably be expected to be safe. When public health concerns arise about a dietary supplement after the product is on

the market, FDA evaluates the product's safety through research and adverse event monitoring.

#### **FDA doesn't approve the food label, including the Nutrition Facts panel.**

FDA does not approve individual food labels before food products can be marketed. But FDA regulations require nutrition information to appear on most foods, including dietary supplements. Also, any claims on food products must be truthful and not misleading, and must comply with any regulatory requirements for the type of claim.

Manufacturers must provide the serving size of the food and specified information about the nutrient content of each serving on the "Nutrition Facts" panel of the food label (or on the "Supplement Facts" panel for dietary supplements).

#### **FDA doesn't approve structure-function claims on dietary supplements and other foods.**

Structure-function claims describe the role of a food or food component (such as a nutrient) that is intended to affect the structure or function of the human body. One example is "calcium builds strong bones."

Dietary supplement companies that make structure-function claims on labels or in labeling must submit a notification to FDA. This notification must be submitted no later than 30 days after first marketing the dietary supplement with the structure-function claim. Also, the notification must include the text of the claim, as well as other information, such as the name and address of the notifier. Structure-function claims on dietary supplements carry a disclaimer stating that the claim has not been reviewed by FDA, and that the product is not intended to diagnose, treat, cure, or prevent any disease.

FDA does not require conventional food manufacturers to notify FDA about their structure-function claims or to carry a disclaimer.

#### **Misuse of FDA's logo may violate federal law.**

FDA's logo is for official government use only. FDA's logo should not be used to misrepresent the agency or to suggest that FDA endorses any private organization, product, or service.

These are just some of the many ways FDA is responsible for protecting the public health.

This finalizes the ongoing article regarding FDA



## Oklahoma Federal Executive Board



### My Free Taxes Initiative

MyFreeTaxes is a coordinated initiative between the Federal Executive Board of Oklahoma, the Internal Revenue Service, H&R Block, and United Way.

This is intended for federal employees (and contractors) who made \$66,000 or less in 2018 to electronically file both their federal and state returns at no charge. The MyFreeTaxes Partnership provides preparation and filing assistance for qualified individuals, at no cost, for one federal tax return and up to three state returns. It's easy, safe, secure and 100% free. *Family members, friends and community colleagues may also use the link from our Oklahoma FEB website to do the same, if they meet the income criteria.*

Employees can prepare their returns, online, utilizing the H&R Block software that takes them through an interview process to ensure they receive the maximum benefit.

In years past, they had tax coaches available at a 1-800 number. They have reduced that service, this year, and have provided a more robust "Question & Answer" forum. There is still E-mail support at: [Info@myfreetaxes.com](mailto:Info@myfreetaxes.com) and Chat support: Online (while in the software)

To e-file a 2018 tax return or other electronic forms, they must verify identity with their Self-Select PIN or Adjusted Gross Income from their 2017 tax return. We have a link on our website to assist them in obtaining information from IRS regarding this requirement, if needed.

Please share with all employees.

### THREE PRINCIPLES THAT EXPLAIN AUTHENTIC DECISION-MAKING

You can't make a good decision until you know who you are. Decisions based on someone else's values are dissatisfying and ineffective.

#### ***3 principles that explain authentic decision-making:***

##### **#1. Identity tells you what to do.**

Who you are is the foundation of useful action.

You don't vacuum your house with a snowplow. And you can't do snow removal with a vacuum.

If you're a snowplow, look for snow. If you're a vacuum, look for a dirty carpet.

Identity shows you what you do best. You can get groceries with a snow plow, but it's not efficient. Snow plows are at their best when they feel the load of snow on the blade.

##### **#2. Identity controls decisions.**

Buying a car isn't a rational decision. It's about self-perception. I drive a pickup truck because I'm still that 13-year-old farm boy from Maine. It feels good.

Dr. James March suggests three questions for identity-based-decisions\*:

1. Who am I?
2. What kind of situation is this?

3. What do people like me do in this kind of situation?

##### **#3. Identity controls behavior.**

Thirty years ago, Texas introduced an anti-litter campaign based on the self-perception of Texans. It wasn't "Give a hoot. Don't Pollute."



Texans are anti-authoritarian. Their identity-based-campaign was, "Don't Mess with Texas." [Willie Nelson](#) sang, "Mommies tell all your babies, "Don't mess with Texas." Litter dropped over 70%.

When you forget who you are, you define yourself by your circumstances.

The danger of forgetting who you are is losing yourself to the organization you lead. You become unfulfilled and drained.

##### **Tips:**

Tell everyone who you are by word and example.

Tell everyone who WE are from an organizational point of view.

Warren Bennis said, "Becoming a leader is synonymous with becoming yourself ..."

<https://leadershipfreak.blog/2019/03/14/three-principles-that-explain-authentic-decision-making/>



## Mardi Claw

The U.S.D.A. Farm Services Agency (FSA) recently took a creative approach to “employee engagement” and building morale after a particularly stressful workload/reporting period.

The State and all County offices had just completed several major deadlines; and an idea to develop their own version of “Bring Your Pet to Work Day” was developed to help relieve some stress and have fun!

Since the Livestock programs deadline had been accomplished, it was a good time to have a little fun. They searched for a theme associated with Bring Your Pet to Work Day (which had been requested by employees several times.). Mardi Gras fell at just the right time. They found a “Mardi Claw” contest on Google and it seemed perfect for what they wanted to do!

The State FSA Office and all County offices had the opportunity to participate in a “Mardi Gras” themed competition with their pets on Mardi Gras Day, March 5, 2019.

There were three entries from county offices and four from the state office.

Contestants:

- 1: Duke
- 2: Daisy
- 3: Cricket
- 4: Scout
- 5: Willie Nelson
- 6: Lola
- 7: Sophia

Voting was open to all FSA employees in Oklahoma with 87 votes received; 52 of which were for Lola.

Congratulations to Lola (#6), the winner of the 2019 Take Your Pet to Work costume contest!

Winners:

1<sup>st</sup> Place: Lola (#6) belongs to Ali Givens, USDA FSA State Office

2<sup>nd</sup> place: Cricket (#3) belongs to Kelly Hunt, Caddo County FSA Office, and

3<sup>rd</sup> place: Willie Nelson (#5) also belongs to



a State Office employee (in the vote count, it is strongly suspected the 3<sup>rd</sup> place winner received votes because of his name alone!!).

**UPCOMING EVENTS**

**April 2019**

- Apr 2, 2019**      **Community Relations Board Mtg**  
11:00 a.m.      **Federal Transfer Center**
- Apr 3, 2019**      **Leadership FEB Forum**  
All Day      **NOAA Agencies in Norman**  
POC: FEB Office, 405-231-4167
- Apr 4-5, 2019**      **Executive Director in Houston**
- \*Apr 4, 2019**      **Medical Countermeasures Mtg**  
10:30 a.m.      Houston FEB
- \*Apr 5, 2019**      **Houston FEB Strategic Planning**  
8:30-1:00      Leland Federal Building
- Apr 16, 2019**      **Agency Visits—Oklahoma City**
- Apr 17, 2019**      **Interagency Heart Walk—Oklahoma City**  
Noon      Gather at 215 Dean A McGee  
POC: FEB Office, 405-231-4167
- Apr 19, 2019**      **Oklahoma City National Memorial Remembrance Ceremony**  
9:02 a.m.
- Apr 23-25, 2019**      **Executive Director attends Gettysburg Leadership Institute**  
All Day

**INSPIRATION CORNER**

If the challenge we face doesn't scare us, then it's probably not that important.      *—Simon Sinek*

Without great people even great ideas are useless. .      *—Simon Sinek*

Bear in mind that brains and learning, like muscle and physical skill, are articles of commerce. They are bought and sold. You can hire them by the year or by the hour. The only think in the world not for sale is character.      *—Antonin Scalia*

It takes 20 years to build a reputation and five minutes to ruin it. If you think about that, you'll do things differently.      *—Warren Buffett*

People are going to be most creative and productive when they're doing something they're really interested in. So having fun isn't an outrageous idea at all. It's a very sensible one.      *—John Sculley*

When nothing seems to help, I go and look at a stonemason hammering away at his rock perhaps a hundred times without as much as a crack showing in it. Yet at the hundred and first blow it will split in two, and I know it was not that blow that did it—but all that had gone before.      *—Jacob Riis*

**Your Federal Executive Board**

“Federal Executive Boards (FEBs) are generally responsible for improving coordination among federal activities and programs in...areas outside of Washington, D.C...FEBs support and promote national initiatives of the President and the administration and respond to the local needs of the federal agencies and the community.” (GAO-04-384)

We applaud the efforts of the Oklahoma FEB Executive Policy Council members who ensure information is provided to direct our activities and efforts:

- David Andra, Meteorologist-in-Charge, National Weather Service Forecast Office, Norman
- Dr. Lee Denney, State Coordinator, USDA Rural Development
- David Engel, Chief Administrative Judge, Social Security Administration, Tulsa
- John Fox, Warden, Federal Transfer Center
- Joe Gallagher, Deputy to Commanding General Army Fires Center of Excellence, Fort Sill
- Julie Gosdin, District Director, U.S. Postal Service, Oklahoma City
- Johnny Kuhlman, U.S. Marshal, Western District
- Dottie Overal, Director, Small Business Administration
- Rose Roberson, Superintendent, BIA-Anadarko Agency

**Officers**

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Federal Highway Administration
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FAA Mike Monroney Aeronautical Center

**Staff**

- Director:**      LeAnn Jenkins
- Assistant:**      Lisa Smith-Longman

## 4 WAYS TO GET THE MOST FROM A DANGEROUS EMOTION

Anger is fascinating, not because it's good, because it's useful.

“Managing anger effectively motivates individuals to adopt effective assertive skills and leads to an increase in life expectancy.”

You can't deal with something you deny.

Denying anger is a frustrating attempt at self-deception through redefinition. It's not politically correct to say, “I'm angry.” You're allowed to feel irritation, agitation, or frustration. But not anger.

Anger isn't the issue. How you deal with anger is the issue.

Remarkable leaders learn how to navigate anger.

### **Explosive anger:**

In my younger days I threw tantrums. I guess that makes me like Steve Jobs. (Sarcasm intended.)

Some expressions of anger are evil. Hitting your spouse in anger is evil. Throwing things in anger is out of the question. *Self-control is a necessary virtue.*

Warning: Persistent anger damages health, relationships, and potential.

### ***Get the most from anger:***

#### **#1. Identify things within your control.**

You're often angry at things outside your control. But successful leaders focus their

attention and energy on things within their control.

Anger is an opportunity to define constructive action.

#### **#2. Develop problem-solving skills.**

Persistent anger points to poor problem-solving skills. What nagging problem do you need to address?

Warning: You're more likely to have a heart attack if you don't learn to manage anger.

#### **#3. Find courage to act.**

Use anger as motivation to act. In extreme cases, an

abused spouse finds courage to get out of the relationship.

When you feel angry ask, “What do I need to do?”

Don't stew – do.

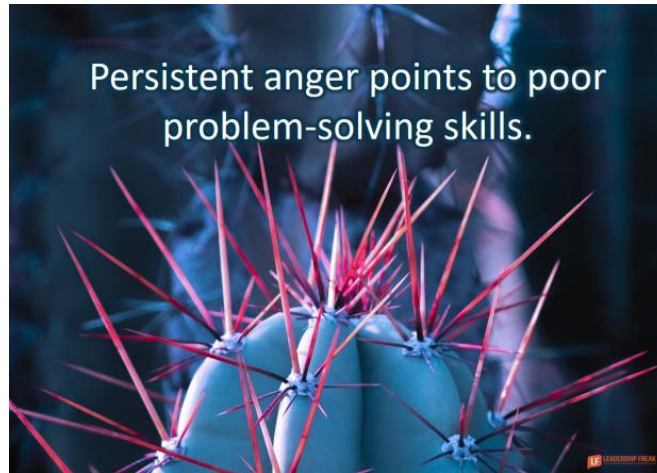
Tip: Wait an hour before you act.

#### **#4. Turn anger into compassion.**

You might feel angry about company layoffs.

Use anger to see the world through the lens of others.

<https://leadershipfreak.blog/2019/03/05/4-ways-to-get-the-most-from-a-dangerous-emotion/>





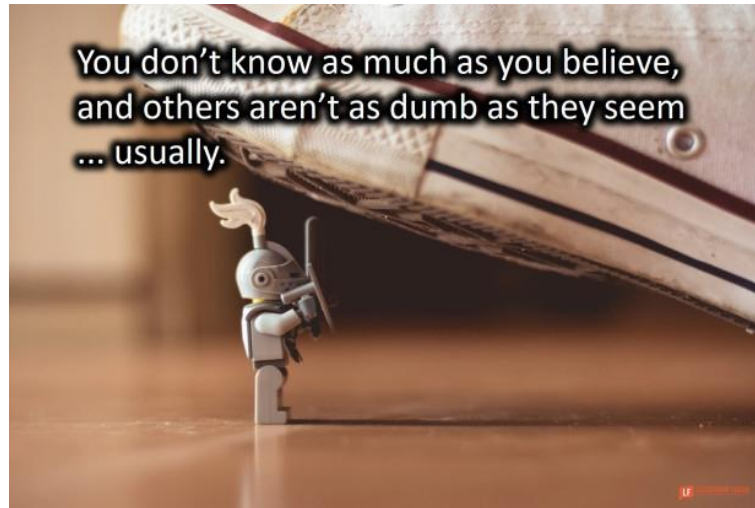
## THE TOP 20 WAYS TO SAY WHAT YOU REALLY THINK

The false peace of not saying what you really think eventually sucks the life out of you.

Speak up because you'll complain less if things don't go your way.



### 20 ways to say what you really think:

1. Determine what you want. You know what you DON'T want. What DO you want?
2. Chill out. Breathe deep. Speak slowly. Sit down.
3. Bring an open spirit. Be a learner, not a knower.
4. "I could be wrong," is better than, "You're wrong."
5. Don't follow, "I could be wrong," with, "BUT." Instead try, "I could be wrong. I WONDER about ...?"
6. Ask questions before making statements. *You don't know as much as you believe, and others aren't as dumb as they seem ... usually.*
7. Explore purpose. "What's important to you about this?"
8. Think like a leader.
  - What's the possible blowback?
  - How will your ideas impact other people or teams? (That's how leaders think.)
9. Listen because it serves others, not because it's fun.
10. Learn from those who speak up and survive. What do they do?



11. Don't say, "You." *Focus on issues, not people.* Make it safe for others to lower their barriers. Conversations get personal when you attack.
12. Plan simple responses to possible objections. *Spontaneity is a dangerous strategy when you're under stress.*
13. Build relationships before you need them. A strong relationship includes the right to disagree.
14. Strengthen relationships during disagreement.
  - Show respect.
  - Listen well.
  - Repeat what you're hearing.
  - Say, "Thank you."
15. Decide if it matters or you're responding to personal baggage. *Sometimes the things that bother you are about you, not others.*
16. Care for people because it's who you are, not because they deserve it.
17. Celebrate success frequently. Disagree rarely. Be known for gratitude, not complaining.
18. Speak up with kindness.
19. Remember that complainers often want something for themselves.
20. Speak from your heart.

<https://leadershipfreak.blog/2019/03/21/the-top-20-ways-to-say-what-you-really-think/>

	<p><b>FEB Leadership Series-2019</b>  <b>Registration and Enrollment information</b></p>	
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Name of Participant: \_\_\_\_\_

Agency: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**\$\$ Price Saver Series \$\$**  
 **Full Series—All 5 Days \$750.00**

**Pick three for \$500.00**  
 **May 16<sup>th</sup>**    **June 18<sup>th</sup>**    **July 10<sup>th</sup>**    **August 6<sup>th</sup>**    **September 10<sup>th</sup>**

**Individual Training Day “Menu Prices”**

- Keeping Everyone Safe and Secure – May 16, 2019 – \$175.00
- Leading a Diverse Organization – June 18, 2019 – \$175.00
- Working with you is Killing Me —July 10, 2019 – \$175.00
- Thriving in the “C” Suite (ECC) – August 6, 2019 – \$175.00
- Managing Change –Tools for Leading Successful Transitions – September 10, 2019 – \$175.00

**Location: Remington Park, One Remington Place, Oklahoma City, OK**

Agency/Registrant may pay by:

- check       credit card       government voucher

Contact for Payment: \_\_\_\_\_ Phone: \_\_\_\_\_

Please mail to:	Federal Executive Board, 215 Dean A. McGee, Ste 349, Oklahoma City, OK 73102
Fax to:	(405) 231-4165
Or Email to:	<a href="mailto:LeAnn.Jenkins@gsa.gov">LeAnn.Jenkins@gsa.gov</a> or <a href="mailto:Lisa.Smith-Longman@gsa.gov">Lisa.Smith-Longman@gsa.gov</a>
Call to provide payment info:	FEB Office voice line: 405-231-4167

*Cancellation Policy: Understanding that unforeseen circumstances may preclude an individual from attending, refunds and cancellations will be permitted through May 3, 2019. However, after that date, registrations must be honored by the individual or agency involved. If you are unable to attend, substitute attendees are authorized and encouraged!*



2019 Public Service Recognition Week  
Employee of the Year Awards Banquet



*Event information:*  
Date: Monday, May 6, 2019  
Time: 11:30am-1:00pm  
Location: Remington Park  
One Remington Place, Oklahoma City, OK 73111

**Location:** . If you are traveling on I-35, exit west on NE 50<sup>th</sup> (also known as Remington Place). If you are traveling on I-44, exit south on M.L. King Boulevard. (specific directions can be obtained from [www.mapquest.com](http://www.mapquest.com) or [www.google.com/maps](http://www.google.com/maps)). Enter the door marked CASINO; walk straight back, just left of the escalators, to our event.

*Valet parking will be available for our Awards Program*

If you require a special dietary accommodation, please contact the FEB Office at 405-231-4167.

*Nominees should arrive no later than 11:00 a.m. for pre-brief.*

Name: \_\_\_\_\_ Agency: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_

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**Cost: \$25.00 per person**

Payment must be made in advance  
 Check  Credit Card Contact Phone #:

*If you wish to utilize a credit card for payment, please provide the contact number for the credit card information in the space above.*

*Luncheon Tickets will be mailed to the address listed above for all pre-paid registrations with sufficient time to receive before the luncheon. This allows expedited entry into the event, without checking in at the registration table.*

Make checks payable to: Oklahoma Federal Executive Board

Please mail with payment to: Oklahoma Federal Executive Board 215 Dean A. McGee, Ste 349 Oklahoma City, OK 73102	Fax to: 405-231-4165	Email to: <a href="mailto:LeAnn.Jenkins@gsa.gov">LeAnn.Jenkins@gsa.gov</a> or <a href="mailto:Lisa.Smith-Longman@gsa.gov">Lisa.Smith-Longman@gsa.gov</a>
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