

# Forest Service Partnership Council

*Success through Employee Involvement*

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## Notes June 17-18, 2009

<b>Location:</b>	National Forests in Florida, Supervisor's Office Tallahassee, Florida	
<b>Members:</b>	Ron Thatcher Dave Stamey for Betsy Evans Dan Duefrene Melissa Baumann	Thelma Strong for Chuck Myers Roy Roosevelt Mary Peterson and Doug Gochnour Mary Morris
<b>Labor Relations:</b>	Cathy Neuman	
<b>Facilitator:</b>	Karol Kuhn	
<b>Note Taker:</b>	Juliana Sowell	

<b>Progress of Action Plan for Labor-Management Relations</b>
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**Presenters:** All Council Members

**Discussion:** At the last FSPC meeting, it was suggested that there be a more proactive approach for increased participation by the forests and/or unit employees near the FSPC meeting site. The managers and employees are invited to attend and interact with the council, especially during the block of time set aside on the agenda for this purpose.

Roy and Betsy did receive information from the Center for Learning regarding supervisory training that includes labor-management relations and cooperative relations. They have received a synopsis of the courses as well as the course content which they need time to review. Roy will work with Dave Stamey on the training content. Concern was raised that the Center of Learning is not the only source of labor relations (LR) training being provided to FS employees. The Union raised the concern that there were reports of contractor-presented training that was very anti-union/anti-collaboration. It was brought up that it would be good to see a collaboration of union and labor relations through interest-based training.

Members wanted to know if items of interest (abstracts) for FSPC meetings are being submitted by others outside the FSPC, particularly other partnership council teams. We need to communicate that abstracts can be submitted through the Council members for inclusion at FSPC meetings.

Members reviewed the Council's LR action plan to identify which items had been completed and which were still in progress.

**Actions:**

Roy Roosevelt:

- o Tie in with Dave Stamey and send him the course content or have it sent to him to study
- o Find out from Debbie Lombardino what Civil Rights training is being provided to supervisors

Thelma Strong:

- o Provide updates to the AMC regarding FSPC actions

Cathy Neuman:

- o Place the FSPC pre-work on the web page prior to meetings

Agenda Committee:

- o Ensure that wording is used for all employees to understand that they are invited to join meetings
- o Place topic on the September agenda

Ron Thatcher and Chuck Myers:

- o Talk with Sam Cooper regarding holding the FSPC meeting at Mingo CCC in September

**Sponsor:** Betsy Evans/Dave Stamey

**Partnership Award**

**Presenter:** Cathy Neuman

**Discussion:** The Council feels the award deserves more publicity for the presentation and winner. Cathy wrote an article regarding the last partnership award winner, Willamette Partnership Council, and had it published in FS Today. There was a discussion about whether this should be a Chief's award again. In general, Council members felt there should be more focus on this award by the Chief, regardless of whether it is a Chief's award or remains as FSPC award. Suggested edits provided by FSPC members were incorporated to the letter that goes out with the nomination guidelines.

**Actions:**

Cathy Neuman:

- o Get the award nomination letter and guidelines into the correspondence database by the end of June
- o Forward all nominations to the council for consideration and present at the September meeting for selection
- o Update Labor Relations website to make Partnership Council more prominent

Agenda Committee:

- o Place selection of award recipient on the September meeting agenda

Dan Duefrene:

- o Provide Karol with a copy of the PC Award packet from the Shasta-Trinity NF

Karol Kuhn:

- o Make copies of the packet for the council for discussion purposes

**Sponsor:** Cathy Neuman

**Bargaining Unit Status Changes**

**Presenters:** Melissa Baumann and Roy Roosevelt

**Discussion:** Roy shared that there was a meeting at HCM to discuss the topic of BUS codes in order to raise awareness of some changes that are happening. There is a group of individuals from HCM at NFC this week to see how some defaults are being changed wrongly and what can be done about it. The impact on the Union needs to be mitigated. Currently, IAM charges NFFE-FSC \$10 per transaction change that has to be processed for reinstatement.

**Consensus Decision:** Determine if a report can be obtained from NFC regarding dues that are dropped each pay period. This report would be provided to the Forest Service Council (FSC) Secretary/Treasurer and a process needs to be developed to get the errors fixed in a timely manner.

**Actions:**

Cathy Neuman:

- o Continue to work with Melissa Baumann and Roy Roosevelt:
- o Contact FLRA to determine if dues can be withheld while a bargaining unit employee is temporarily in a supervisory position

Melissa Baumann

- o Work with Roy to determine why dues stop being withheld during temporary supervision tour of a bargaining unit employee
- o Review reports and work with Roy to resolve mistakes

Roy Roosevelt:

- o Continue working with Jason Throngard and Nancy Kollin to determine why BUS Codes default to 8888. Report back at next meeting regarding the monitoring results.
- o Work with Nancy Kollin to determine why dues stop being withheld during temporary supervision tour of a bargaining unit employee and if a process can be developed to get these fixed in a timely fashion.
- o Request reports from NFC with all dues that are stopped each pay period and submit it to Melissa Baumann
- o Review reports with Melissa and resolve mistakes
- o Research legalities of providing compensation to the Locals for reinstatement fees charged by union

**Sponsor:** Betsy Evans/Dave Stamey

<b>Bike Transportation Subsidy</b>
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**Presenter:** Craig McBroome

**Discussion:** Public Law 110-343 dated October 3, 2008 gives the Agency the right to provide employees with a bicycle commuting reimbursement. Therefore, the Forest Service is working on the possibility of implementing a policy that would provide a monthly subsidy for employees who ride their bicycles to work. Employees are only allowed to receive one subsidy (i.e. parking, public transit, carpool, etc.) There is some concern regarding tax implications to employees.

**Consensus Decision:** The FSPC will be involved with this issue.

**Timeline:**

- o Collection of information by the end of June
- o Implementation by end of July

**Actions:**

Agenda Committee:

- o Place Bike Subsidy issue on the next conference call for an update
  - What the IRS has put together
  - Tax burden
  - Policy
  - Application form

Melissa Baumann and Cathy Neuman:

- o Work with Craig McBoome on this issue in developing drafts, with timeline of collection of information by the end of June and implementation by end of July
- o Provide update at conference call.

Craig McBroome:

- o Have some information pulled together by the first of July regarding how this might work, what it will look like, and the IRS implications.
- o Work with Melissa and Cathy to develop a policy and forms.
- o E-mail materials to them and they will set up conference call for the three of them to discuss the topic.

**Sponsor:** Melissa Baumann

### **AVUE Issues**

**Presenter:** Melissa Baumann

**Discussion:** The FSPC Chartered AVUE Issues Committee had two conference calls, one of which was with some of the Redesign and Optimization Team members. There was conversation regarding which issues are being worked on and which issues were seen as problems that were not being worked on. One issue the FSPC chartered committee worked on is locations not showing up in OCR's. Issues the group felt were high profile include: (1) employees not making referral lists even though they are qualified and would meet quality group if applications were looked at by hand; (2) the reliability of the system itself; and (3) field supervisors getting through the whole hiring process to the point of selection and then the individual is then determined by HCM to be unqualified. There are people at HCM working on the application questionnaires. Applicants are being notified when they make the referral list but the notification of when employees do not make the list will not be activated until next week. There is concern that by the time the referral list comes out; it is too late for the employee to address the problem. There is the option of selecting officials contacting HCM to make sure candidates are qualified before a final selection is made. There was a suggestion that this information be made available to everyone through a letter or ConnectHR.

**Consensus Decision:** The group will work with Melissa to get together with the council on a conference call to further address the issue and provide recommendations, including a recommendation about whether there should be an employee appeal process when someone does not make the referral list.

**Actions:**

Agenda Committee:

- o Place the topic on the conference call agenda for further discussion with the committee
- o Work with Kasey McEuen and Linda Standish to determine availability for call

Melissa Baumann:

- o Continue to work with the Committee

**Sponsor:** Melissa Baumann

### **Executive Order Drug Testing Program**

**Presenters:** Doug Bluhm and Eric Plimmer

**Discussion:** The conversation centered on who should be in the group of employees to be tested. The target group at this time is wildland firefighters (both primary and secondary). There was marijuana use indicated in a couple of fatality incidents and a near fatality incident. Employees in high risk positions such as firefighters and LEOs were highest on the list to be tested. However, even those employees who drive agency vehicles could fall under the jurisdiction of the order which would mean testing of about 80% of the workforce. The Executive Order's wording states illegal drug use as being inconsistent with federal employment and have suggested that all employees be involved in random drug-testing. DOI already has a system in place. The original request to add the Wildland Firefighters to the Department's Drug-Free Workplace Plan went to the Department in January and it was approved. In June, 2009, the Assistant Secretary of Administration signed off on the request, and the final step is for it to go through the Department of Health and Human Services. The current question is how to implement this. There are also questions about how to designate who is in the testing pool. Currently, testing designated positions have this in the PD. If militia fire fighters are to be tested, their fire duties (and thus duties requiring testing) are not generally in the PD.

There is an existing MOU on how the agency goes about Executive Order drug testing. There needs to be consistency in testing AD's and contract employees as well.

**Consensus Decision:** The Council will continue to be involved in this issue.

**Actions:**

Ron Thatcher and Dave Stamey:

- o With Larry Sutton, Doug Bluhm and Eric Plimmer prepare a briefing paper for the next meeting to focus FSPC discussion

Agenda Committee:

- o Place topic on the September agenda

Doug Bluhm:

- o Provide information of drug testing of employees involved in accidents or let the council know if he cannot

**Sponsor:** Ron Thatcher

**Personally Identifiable Information**

**Presenter:** Doug Hodge

**Guests:** Randy Meyers and Danielle Hegler

**Discussion:** NFC still uses social security numbers in their systems that interact with ours so ASC still has to use them. Most of the Forest Service's systems do not use PII or have masked/encrypted that information. There are still a few systems that use PII such as WRAPS and the law enforcement database. The direction is to eliminate all PII by August of 2010. Blackberries have already been encrypted. There was also some concern about PII existing in electronic and hard copy form at the units, including old HR/Personnel files that were never properly disposed of when HR staffs left the field units. The Agency has a specialized Critical Incident Response Team, which handles security issues.

**Actions:**

Cathy Neuman:

- o Obtain the following information from Doug Hodge:
  - A list of systems that PII will never be removed from, including the legal requirements for when the SSN is used and maintained in records
  - A timeline for removing PII from remaining systems
  - When the agency will start using EmpowHr and FFIM and the impacts of when those are implemented
- o Forward information received from Doug to the FSPC

Thelma Strong:

- o Send letter to employees again regarding procedures for handling PII at the local level

**Sponsor:** Melissa Baumann

**E-Authenticate Accounts for PSE's**

**Presenter:** Doug Hodge

**Discussion:** More systems and user applications are going to require employees to use e-authentication to access them. The current process for activation is a complicated process that involves six different people and five separate systems. Most challenges center around the process and procedures currently in

place and not the technology of the systems being used. Changes made during a given pay period in the current system have a time lag of about two weeks. Due to field season, additional resources were added to help the ID team with profile requests. After 90 days of inactivity, the system suspends the accounts due to InfoSec requirements. All federal agencies have to adhere to this law. Interest was raised as to whether there was a way to separate non pay status personnel actions for seasonal employees from computer access. A joint CIO-HCM team has been created and is working with t NFC and the Department for resolutions.

**Actions:**

Cathy Neuman:

- o Work with Doug Hodge and Paul Poplett to get more information regarding whether placing a PSE in a non-duty status necessitates turning eAuthentication off for those employees

**Sponsor:** Melissa Baumann

**Arbitration Reviews**

This topic was postponed until the next meeting.

**Actions:**

Ron Thatcher:

- o Work with Kim Hickman on proposal for the Council

**Sponsor:** Ron Thatcher

**Performance Management System**

**Presenter:** Dee Fogel

**Discussion:** There has been some improvement in the performance appraisals over last year; however, there is still room for improvement. The common problems are: (1) plans not being aligned with Forest Service and unit goals; (2) plans not including critical measures; (3) a differentiation between what is expected of an employee at the fully successful level and at the exceed level; (4) 100 percent progress reviews are not being documented; and (5) not seeing the participation of the reviewing officials. HCM Performance Management staff will be going out to give one-on-one training at certain sites, providing teleconferencing opportunities for training, continuing to post more examples of good performance appraisals as a means to help supervisors create performance measures, and continuing to contact managers when the expectations of performance plans are not met.

**Sponsor:** Betsy Evans/Dave Stamey

**Exit Interviews Program**

**Presenters:** Roy Roosevelt, Melissa Baumann, Larry Sandoval, Jon Belcher, and Renee Crawford

**Discussion:** The chartered committee provided two options for an interview form and policy. They asked for the Council's assistance in determining the direction for the final version.

**Consensus Decision:**

- o Add to beginning paragraph: "Your identity will remain confidential unless you provide your name." "Your answers will be sent directly to Human Capital Management (HCM)."
- o Part C: Use Option 2 check-off section listing all discrimination areas

- o Part C: Remove the investigation verbiage and replace with: “If we require additional information, may we contact you regarding your survey response?”

**Actions:**

Cathy Neuman

- o Make edits to the Option 2 questionnaire and associated policy and provide to Committee

Melissa Baumann and Roy Roosevelt:

- o Provide update at next meeting
- o Demo questionnaire at the September meeting

Agenda Committee:

- o Place Exit Interview topic on a conference call agenda when Committee has a final product

**Sponsor:** Melissa Baumann

**Reasonable Accommodation Interim Directive**

**Presenters:** Melissa Baumann, Eddie Espinosa, Jerry Smith, Sheila Young, and Kathy Bowman

**Discussion:** After the FSPC made a consensus decision regarding the content of the draft ID, changes were made in the formatting of the document. In order to be sure that the changes did not affect the content or whether the ID is formatted according to protocol, the draft will go back to the chartered committee.

**Consensus Decision:** The Reasonable Accommodation Committee has authority to determine if the ID is ready for publishing or if changes were made that necessitate returning it to the Council for decision.

**Actions:**

Melissa Baumann:

- o Ensure Eddie Espinosa accomplishes the following:
  - Forward a copy of the reformatted version of the Interim Directive to the FSPC chartered committee members for review
  - Forward to Directives for their initial review to determine if there are changes in format required prior to final submission
- o As lead for the committee, bring the edited version back to the FSPC for final review if changes are substantial
- o If no substantial changes have been made, follow up with Eddie Espinosa to send ID to Directives staff

**Sponsor:** Melissa Baumann

**Notice of Personnel Action Availability to Employees**

**Presenter:** Roy Roosevelt

**Discussion:** Roy provided examples of several HCM newsletters which have provided information regarding eOPF’s. Many employees are still asking how to obtain a copy of information contained in their Official Personnel Folder (OPF). The OPF’s were shipped to contractors who scanned the contents – all of the contents. Some documents were not appropriate or legal to be filed in the OPF. HCM has access to all OPFs electronically; thus they are now termed “eOPF’s”. The chore ahead of the staff is to review all eOPF’s for legal and appropriate contents.

A draft strategy is being developed to migrate the Regions and the release will be completed by Region. .  
Meanwhile, employees can get copies of documents contained in their eOPF's by contacting their local HRL or placing a request through the HCM Contact Center.

**Actions:**

Roy Roosevelt:

- o Continue to get the word out to employees regarding how to access eOPF's
- o Find out when all OPF's will be scanned and when they can be accessed
- o Find out the location of OPF's that have not been scanned

**Sponsor:** Melissa Baumann

<b>Employees of Florida Forest Service</b>
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The National Forests in Florida were exceptional hosts to the FSPC. Members of the Council had the opportunity to meet many employees in the field to see the work being accomplished. In addition, employees of Region 8, Apalachicola National Forest and El Yunque National Forest of Puerto Rico joined the FSPC in person and via video teleconference equipment to ask questions, provide comments and voice concerns. Following are some of the concerns and comments discussed:

- o Thank you for the FSPC's leadership in the Welfare and Integration of Non-Traditional Organization topic
- o The Region 8 PC is exploring a working agreement for disbursed employees and eliminating barriers for hiring more veterans
- o Voiced perceptions of the workforce by management has been negative
- o In Puerto Rico labor and management are working to resolve issues one-on-one; they stood side-by-side to honor a deceased employee; learned lessons about opening the lines of communication; are very proactive in safety; and have the freedom to discuss issues
- o Puerto Rico is working on starting a Partnership and will strive to win the Partnership Council Award
- o The Puerto Rico parties will need to work on healing relationships after their reorganization
- o International Institute of Tropical Forestry (IITF) is fairly good at communicating regarding impacts to bargaining unit employees and pre-grievances are being resolved
- o Guests were asked what the overall morale of employees are on a scale of 1 to 10 – Answer: 4
- o Issues that are of great concern to employees include the following:
  - Passwords
  - Access to systems and programs
  - AgLearn
  - Mandatory training
  - AVUE
- o Get the word out about external forces that dictate agency changes
- o The inability of employees to get training due to travel caps and reduced funding
- o Get the word out regarding the role of the HRL as a local resource to get issues elevated
- o The frustration of employees' inability to get their work done with targets up and budgets down
- o To compound the issue, the time required of employees to spend on administration processes impacts the ability to get to the field
- o Employees are being rated on position descriptions although their job dynamics have altered
- o Employees are being held accountable for system failures
- o There are spoken and implied threats of jobs being contracted out

- The Florida National Forests are revitalizing relationships in Partnership – they want to be awarded the Partnership Council Award again
- The Florida National Forests successes include supervisor refresher training; supervisory first 40-hour training; a Supervisors' Council that supports supervisors; improved communication; implementation of the Positive Work Environment program; attending leadership training; linking the union from the forest home web page; a revised new employee check sheet with the union as a check off
- The Florida National Forests are building a steward corps; working on educating employees and plan to present Master Agreement training this fall

## Welfare and Integration of Non-Traditional Organization Project

**Presenters:** Mary Peterson and Roy Roosevelt

### **Status of Action Plan:**

1. Definitions: Done
2. Health and Safety Zero Code: Done
3. Emergency Contact Form: The form has been developed and now it needs to be sent through forms approval process
4. Letter of Agreement – Mary send draft letter and template to Chuck via Roy/Cathy
5. Database for Employee Contact Information – CIO is working on this
6. Check-In/Check-Out Policy: Thelma will check with Ralph Dorn on status
7. Electronic Tracking of Safety Training: AgLearn will be used
8. Include Hosted Employees on Host Unit PDL's: Done
9. Engage Management: Gail Kimball issued a letter and video message – Ron will be making a presentation to the NLT
10. New Employee Orientation Checklist: The checklist will be forwarded with the Letter of Agreement
11. Supplemental Performance Standards: The draft was rewritten with outcomes – Roy will forward to the council for feedback
12. COOP: Thelma will follow up

### **Actions:**

#### Mary Peterson:

- Forward the Welfare and Integration committee template for Working Agreements to the Region 8 Partnership Council
- Forward Working Agreement and New Employee Checklist along with a letter from Chuck on their use to Roy/Cathy

#### Thelma Strong:

- Contact Doug Nash regarding his assistance with the electronic system for accessing employee contact information
- Follow through with Ralph Dorn regarding sign-in/sign-out policy
- Follow through with Arthur Bryant regarding COOPs

#### Roy Roosevelt:

- Ensure Emergency Contact Form is processed through forms
- Forward revised Supplemental Performance Standards to the Council members
- Follow-up with Joe Migyanka regarding Tracking of Safety Training in AgLearn

#### Cathy Neuman:

- Obtain draft letter from Mary Peterson for Chuck's signature along with the draft Letter of Agreement template
- Ensure it gets finalized and placed in the Correspondence Database.

Karol Kuhn:

- o Update the Action Plan

**Sponsor:** Roy Roosevelt

**Employee to Supervisor Ratio**

**Presenter:** Mary Morris

**Discussion:** Betsy Evans and Mary Morris were tasked with finalizing letter for Council members to agree on prior to distribution. It was agreed that higher employee-to-supervisor ratios is costly because of the requirement to train supervisors. Team Leads should be considered when applicable. Many Regions are already addressing this issue.

**Actions:**

Mary Morris:

- o Forward revised letter to the Council members with a request for comments and a due date
- o Forward to Cathy Neuman for inclusion on the July conference call agenda as decision item

Council Members:

- o Reply to Mary Morris with ideas for improving the letter

Agenda Committee:

- o Place letter on the next conference call agenda for approval

**Sponsor:** Betsy Evans/Dave Stamey

**Term limits for Research**

**Discussion:**

This issue is still being pursued. The council will need to get an updated report of the current status.

**Actions:**

Chuck Myers:

- o Keep the council updated on discussion with Research

Sponsor: Melissa Baumann

**Introduction of Foundational and Leadership Competencies and Assessments**

**Presenter:** Valerie Harwood

**Discussion:** The Center of Learning has been working on courses for employees, with their supervisors, to provide competency training for their career paths or development. The courses will be accessible in AgLearn via the ASC HCM website. A workforce analysis is being worked on to address the mission-critical occupations, leadership positions, skills and competencies of our employees, and what areas of technical training need to be addressed in order to ensure there is sustainability in any given series. At the present time, this program is optional and can be used as a tool for employees to improve and enhance their career development.

**Actions:** As this program develops, Valerie Harwood will keep the Partnership Council updated.

**Travel Cap**

**Presenter:** Dan Duefrene

**Discussion:** The travel cap has imposed restrictions of program accomplishments as the travel expenditures are not being separated between normal and recurring work and other travel. For example, wilderness rangers spend weeks at a time patrolling. This is recurring work and the expenditure is being held against the unit's travel cap. The plan does not appear to be fair and equitable. The plan is causing some unnecessary "creativity" and creating safety concerns.

It would be advisable to find out whether the intent of the travel cap is to limit the amount of dollars spent on travel or to reduce the Agency's carbon footprint. It is important to find out from Chuck what the dialogue is at the national level of leadership regarding the status of travel caps.

**Consensus Decision:** The FSPC will send a letter to leadership proposing abolishment of the travel cap.

**Actions:**

Mary Morris:

- o Send the R8 draft letter regarding travel cap impacts to Doug

Doug Gochmour and Dan Deuffrene:

- o Draft a letter from the Partnership Council to the NLC recommending abolishment of travel cap
- o Follow up with Mary Morris regarding her recommendations
- o Share draft with the Council

**Sponsor:** Dan Dueffrene

### **Medical Documentation for Motor Vehicle Operators**

**Discussion:** A form is being used in some locations when people are getting government driver's licenses. The form includes medical information about the employee. There is little guidance about how the form is to be used, who reviews it, and how/when it is disposed. FSPC members found that in general, the use of the form is not consistent, even within the units represented on the PC. It was not clear whether the form is current or required.

**Consensus Decision:** The FSPC needs more information before deciding whether this is an issue to take on.

**Actions:**

Dave Stamey and Mary Morris:

- o Research the FS Policy and regulations on this topic, so the PC can make further decision about whether to take this issue on.

### **September FSPC Meeting**

**Discussion:** It would be good to see more participation from local area employees to facilitate opportunities for interaction with council members. One day of the next meeting will involve both the CCCPC and FSPC members.

**FSPC Conference Call:** July 22, 2009 at 2:00 Mountain

**Consensus Decision:** Add Tuesday to the meeting length and utilize the day to tour the Mingo CCC Center, interact with students, and interact with employees.

**Actions:**

Karol Kuhn:

- o Contact the CCC National Office to find out if Larry Dawson will be involved in the September joint FSPC/CCCPC meeting
- o Provide logistic information to FSPC

Ron Thatcher and Karol Kuhn:

- o Work with Mingo to plan a tour of the center, interaction with the students and interaction with employees to be held on Tuesday, September 22<sup>nd</sup>

Cathy Neuman and Karol Kuhn:

- o Contact Rita Yates and confirm her participation as Facilitator for the FSPC on September 24, 2009. Assist her with logistics and planning.

**Forest Service Ranking in Best Places to Work in the Federal Government**

**Presenter:** All FSPC members

**Discussion:** There was discussion regarding what is driving the ranking and how to get further information about factors behind the Forest Service's position in the poll. All would like to identify opportunities for improvement. Also brought up was focusing in on top issues.

**Potential FSPC Follow Up:**

- o Research when the ratings started declining
- o Let employees know that labor and management are working together on issues that important to them
- o Communicate one-on-one with employees regarding their feelings about the survey and working for the agency
- o Share the Partnership Council's thoughts with Leadership

**Actions:**

Karol Kuhn:

- o Provide an Executive Summary of the Partnership Council meetings

Cathy Neuman:

- o Have the Executive Summaries posted in FSToday
- o Make the FSPC information more prominent on the HCM website

**Sponsor:** Ron Thatcher

**Approval and Execution of FSPC March 2008 Notes**

**Consensus Decision:**

The notes were approved for signature and posting on the web.

**Actions:**

Cathy Neuman:

- o Scan and post approved/signed notes on the web

<b>Meeting Critique</b>	
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<b>Continue to do well..</b>	<b>Improve on...</b>
<ul style="list-style-type: none"><li>○ Facilitation by Karol</li><li>○ Group dynamics</li><li>○ Field trip and meeting logistic coordination was the BEST</li><li>○ Chartering committees</li><li>○ Spending time with employees</li><li>○ Focusing on the presenters</li><li>○ Seamless phasing in and out with video and audio conferencing</li></ul>	<ul style="list-style-type: none"><li>○ Block an afternoon for employees</li><li>○ Allow for one-on-one employee interactions</li><li>○ Come back on time from breaks</li><li>○ Charter committees</li><li>○ Allow ample time for agenda items</li><li>○ Accomplish more pre-work prior to submitting agenda briefs</li></ul>

The above minutes constitute an accurate record of the Forest Service Partnership Council in its meeting of June 17-18, 2009.

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MELISSA BAUMANN

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Date

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DAN DUEFRENE

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Date

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DOUG GOCHNOUR

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Date

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MARY MORRIS

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Date

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CHUCK MYERS

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Date

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ROY ROOSEVELT

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Date

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DAVE STAMEY

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RON THATCHER

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Date