



FY 2013 ANNUAL PLAN

COLORADO FEDERAL EXECUTIVE BOARD (CFEB)

Intergovernmental Collaboration and Community Outreach

Objective 1: Administration and Management

- 1) Oversee the administration and day-to-day operations of the CFEB including, but not limited to budget, staff, website, online registration systems, programs, and services
- 2) Support FEB Network through Participation in national meetings, teleconferences, sharing best practices, and timely submission of plans and reports
- 3) Communicate CFEB member agency initiatives/requests in a timely manner using broadcast email and/or the CFEB website
- 4) Support the Executive Committee and all councils authorized by the Executive Committee

Objective 2: Partner with Agencies to Meet Local Needs

- 1) Maintain productive relationships with:
 - ◆ Federal Agencies
 - ◆ City, County, State and Tribal Government Agencies
 - ◆ Public/Private Organizations
 - ◆ Local Congressional Offices
- 2) Support intergovernmental and interagency collaboration and community outreach to include, but not be limited to:
 - ◆ White House Initiatives
 - ◆ Combined Federal Campaign
 - ◆ Local initiatives and volunteer opportunities



Workforce Development and Support

Objective 1: Education and Training

- 1) Sponsor at least 2 workforce development best practice forums annually such as:
 - ◆ Employee Recognition Initiatives
 - ◆ Performance Management Practices
 - ◆ Leadership Development Models
 - ◆ Succession Planning Strategies
 - ◆ Successful Employee Recruitment Strategies
 - ◆ Equal Employment Opportunity/Diversity
 - ◆ Veterans Recruitment

- 2) Sponsor at least 2 educational training programs based on local needs annually such as:
 - ◆ Leadership Development
 - ◆ Management Training
 - ◆ Skill Development
 - ◆ Pre-Retirement Planning
 - ◆ Financial Planning

Objective 2: Alternative Dispute Resolution

- 1) Operate an Alternative Dispute Resolution (ADR) / Shared Neutrals Program offering free mediation services to member agencies

- 2) Assess the program annually and report the settlement ratio and cost savings to the government using the formula provided by OPM.

Objective 2: Recruitment and Retention

- 1) Respond to member agencies' needs for recruitment and retention assistance via:
 - ◆ Coordinate with local agencies and/or academic institutions to sponsor/support job fairs, federal career days, agency visitations and/or job shadowing experiences
 - ◆ Distribute job vacancy announcements as requested by CFEB member agencies
 - ◆ Link CFEB website to USAJOBS, USA.GOV and local agency services



Emergency Preparedness, Security, and Employee Safety

- 1) Sponsor an emergency preparedness working group (CFEB Emergency Preparedness Council)
- 2) Operate a CFEB emergency notification plan to include:
 - ◆ Protocol for emergency actions
 - ◆ 24/7 database of agency contacts updated at least once annually
 - ◆ 24/7 communications system tested at least once annually
- 3) Facilitate an interagency emergency planning event and/or one educational/training program annually
- 4) Disseminate information to/from headquarters establishments within a timely manner
- 5) Provide guidance and assistance to members as appropriate
- 6) Liaise with federal, tribal, state and local government officials on emergency preparedness issues