

**1/4/19 – COLORADO FEDERAL EXECUTIVE BOARD (CFEB)**  
***ALL EMPLOYEE ANNOUNCEMENTS – PLEASE DISTRIBUTE***  
<http://www.colorado.feb.gov/>

## ***HAPPY NEW YEAR 2019***

**Please make a note that the CFEB has switched email servers effective January 1, 2019.** All emails from the Colorado Federal Executive Board will be coming from our new [gsa.gov](mailto:gsa.gov) emails.

Thank you to GSA for hosting the CFEB email. We appreciate all you do for us

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### **OPM**

**2018 Combined Federal Campaign - Through January 11, 2019.**

<https://chcoc.gov/content/2018-combined-federal-campaign>

**OPM launches 2018 Combined Federal Campaign with an Enhanced Online Donation System**

<https://cfcgiving.opm.gov/welcome>

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## **LONG-TERM POWER OUTAGE CONTINUITY OF OPERATIONS WORKSHOPS (Offered three times for your scheduling convenience)**

**February 27, 2019** | 8:00 – 11:00 am | Registration: <https://colorado.feb.gov/register/?ee=479>

**June 19, 2019** | 1:00 – 4:00 pm | Registration: <https://colorado.feb.gov/register/?ee=480>

**August 28, 2019** | 8:00 – 11:00 am | Registration: <https://colorado.feb.gov/register/?ee=481>

Free

### **WORKSHOP OVERVIEW**

- **Who:** Whole Community: Private sector, Public Sector (federal, state, local government agencies) Public Health, first responders, etc.
- **What:** Long Term Power Outage Continuity of Operations Workshop
- **Purpose:** This workshop will focus on the abilities of local, state, and federal agencies, as well as private sector organizations, to define and provide their mission-essential functions during a continuity of operations plan implementation during a prolonged power outage due to a weather event on the electric power grid.
- **Where:** **CFEB Training Room** | Denver Federal Center, Bldg. 25, Rm 1442 | Entrance E14

## Objectives:

- Review, update and revise current continuity plans when faced with a prolonged power outage affecting the jurisdiction prior to the restoration of power.
- Contribute to the development of a “best practices” report to support all partner agencies in the advancement of long-term continuity planning.
- Facilitate active learning opportunities and peer-to-peer exchanges, highlighting beneficial redundancies and identifying potential gaps in long term continuity plans.
- Determine how information will be shared and gathered based on current plans.

**QUESTIONS** | CFEB 303 202 4588 | [jeff.conn@gsa.gov](mailto:jeff.conn@gsa.gov) or FEMA Region VIII Continuity | 303-235-4982 | [michael.brinkman@fema.dhs.gov](mailto:michael.brinkman@fema.dhs.gov)

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## WEBPAGE – Voluntary Leave Transfer Program (VLTP)

The CFEB has set up a webpage on our website to encourage those that would like to donate their leave to those that have been approved to receive leave donations through the voluntary leave transfer program.

Link | <https://colorado.feb.gov/wp-content/uploads/2018/11/VLTP-2018.pdf>

If you are an approved recipient or know someone that is, please feel free to send their POC information to Jeff Conn | [jeff.conn@gsa.gov](mailto:jeff.conn@gsa.gov) for inclusion on the webpage. POC information should include: Name, Agency, Recipient email & telephone number

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## TSA VOLUNTEER OPPORTUNITIES

Denver TSA is seeking individuals that would like to volunteer their time to serve as decoy travelers (hereafter decoys) that would be willing to have limited amounts of a training aid either placed on the individual or in their carryon luggage (provided by TSA), and walk through the airport environment as controlled role player to assist in training reinforcement.

This opportunity is for you to assist TSA canine teams with critical training at the Denver International Airport. Further details will follow if you are interested in assisting our program. Minimal requirements are as follows:

- ✚ Decoys must not have any issues that would prohibit them working near canines. Individuals will perform the decoy role in an airport environment acting as a traveler. The decoy must not object to being searched by TSA canine; have no fear of being near canines; have no allergies to canines.
- ✚ The decoy must not have health issues that would prevent them walking, standing and/or sitting.
- ✚ Decoys are not permitted to smoke at any time during the exercise
- ✚ Decoys must be able to read, write and speak English.
- ✚ Decoys must be either state, federal or municipal employees **OR**
- ✚ Active or retired military.

Decoys will be expected to sign a Non-Disclosure Agreement. A safety briefing will be conducted on the day of the exercise. The decoy will be required to sign a safety briefing consent form. Training is conducted at the Denver International Airport (DIA). If you agree to volunteer to assist our program you will be expected to drive to DIA. There will be no parking fee during the period you are assisting our program. We are continuously holding ongoing training sessions with varied times on every day of the week. If interested, please reach out to our Program Assistant directly at 303-348-7559 or email [DEN\\_K9@tsa.dhs.gov](mailto:DEN_K9@tsa.dhs.gov)

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## ***UPCOMING ACTIVITIES***

### **POWERPOINT TIPS TO EXCEL WITH!**

February 12, 2019 | 8:00 am - 12:00 pm | Denver Federal Center, CFEB Training Rm, Bldg. 25, Denver, CO | Cost: \$60.00 per person

Online Registration Required: <https://colorado.feb.gov/register/?ee=477>

Make the most of Microsoft Office 2016, Microsoft Office 365, and Microsoft Office 2013 with customized Microsoft Office training solutions (classes, seminars, webinars, coaching, documentation, support) focused on the skills and expertise your organization and employees need. Build your own software training!

**INSTRUCTOR** | Dawn Bjork, The Software Pro

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### **EXCEL SPREADSHEET TIPS TO SUCCEED**

February 28, 2019 | 8:00 am - 12:00 pm | Denver Federal Center, CFEB Training Rm, Bldg. 25, Denver, CO | Cost: \$60.00 per person

Online Registration Required: <https://colorado.feb.gov/register/?ee=478>

Make the most of Microsoft Office 2016, Microsoft Office 365, and Microsoft Office 2013 with customized Microsoft Office training solutions (classes, seminars, webinars, coaching, documentation, support) focused on the skills and expertise your organization and employees need. Build your own software training!

**INSTRUCTOR** | Dawn Bjork, The Software Pro

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## ***WORKFORCE DEVELOPMENT***

**CFEB Workforce Development Council (WDC) – Postponed Govt Shutdown**

**Postponed for January 10, 2019 | 10:00 am – 12:00 pm**

Anyone interested in joining the Council is invited to attend. If you'd like more information or have questions about the CFEB WDC, please contact Angela Hardin at: [angela.hardin@ssa.gov](mailto:angela.hardin@ssa.gov) or Fred Eidson at: [fred.eidson@gsa.gov](mailto:fred.eidson@gsa.gov)

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## **PREP CONNECT 360**

January 21-25, 2019

February 11-15, 2019

Free 5 Day advanced job seeker's workshop for Veterans, Active Duty, Guard/Reserves, & Military Spouses | Email your 2-page resume to | [prepconnect360@gmail.com](mailto:prepconnect360@gmail.com)

CONTACT Nanette Brédé | [prepconnect360@gmail.com](mailto:prepconnect360@gmail.com)

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## **THE NEUROSCIENCE OF LEADERSHIP**

January 30, 2019 | 8:00 am - 4:30 pm | Denver Federal Center, CFEB Training Rm, Bldg. 25, Denver, CO | Cost: \$60.00 per person

Online Registration is Required | <https://colorado.feb.gov/register/?ee=475>

A One-Day Seminar for Federal Leaders, Supervisors, Managers, & Employees

- ✚ Recognize how one's beliefs and biases may be harmful and how to change them
- ✚ Have a deeper understand why people act the way they act
- ✚ Acquire skills to influence others towards greater levels of commitment
- ✚ Know how to energize others towards a shared vision and values-based culture

**INSTRUCTOR** | Hal Pitt, Hal Pitt Seminars

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## **FEDERAL REGULATORY POLICYMAKING TRAININGS**

Location for all trainings will be held at the Denver Federal Center, Bldg. 85, Denver, CO

Open to all Federal employees and agencies

CONTACT Andrew Emery | 703 224 9000 | [TRG@reg-group.com](mailto:TRG@reg-group.com)

REGISTER | [www.RegulationWriters.com](http://www.RegulationWriters.com)

\* Group discounts are available for two or more registrations. Call for more details.

**Regulatory Drafting & Process**

January 23-24, 2019 | Cost: \$780\* per registration | This two-day course is a must for anyone who writes, reviews, implements or interprets regulations. You will learn the fundamental legal and procedural requirements for creating, amending and revoking regulations.

### **Agency Guidance**

January 25, 2019 | Cost: \$532\* per registration | This one-day course is designed to help you understand and navigate the legal and procedural issues related to communicating policy and interpretations through agency guidance instead of regulation.

### **Paperwork Reduction Act Compliance**

January 29, 2019 | Cost: \$532\* per registration | This one-day course is designed to help you understand and comply with the Paperwork Reduction Act (PRA). All agency staff who deal with policies, regulations, forms, applications, surveys, and questionnaires must understand the impact of the PRA.

### **Advanced Regulation Drafting**

January 30-31, 2019 | Cost: \$780\* per registration

This two-day course is for anyone who attended the Regulatory Drafting & Process course or has extensive experience with the regulatory process. This course uses real world exercises to provide you with the tools for improved problem solving and regulation writing skills.

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## ***CFEB SPONSORED FINANCIAL CLASSES***

For more information contact the CFEB at 303 202 4588 or [jeff.conn@gsa.gov](mailto:jeff.conn@gsa.gov)

### **BREAKFAST SERIES - FINANCIAL PLANNING – PART 1**

January 17, 2019 | 8:00 – 9:00 am | CFEB Training Room, Bldg. 25 | Denver Federal Center | Lakewood CO | Free

Online Registration Required | <https://colorado.feb.gov/register/?ee=472>

**TRAINER** | My Federal Retirements & Benefits

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### **FEDERAL BENEFITS & RETIREMENT CLASS**

January 23, 2019 | 8:30 am - 4:00 pm | CFEB Training Room, Bldg. 25 | Denver Federal Center | Lakewood CO | Cost: \$100.00

Online Registration Required: <https://colorado.feb.gov/register/?ee=425>

**TRAINER** | Ann Vanderslice

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### **HALF DAY FINANCIAL TRAINING – TSP 1**

January 31, 2018 | 8:00 am – 12:00 pm | CFEB Training Room, Bldg. 25 | Denver Federal Center  
| Lakewood CO | Cost: \$50.00

Online Registration Required: <https://colorado.feb.gov/register/?ee=476>

TRAINER | My Federal Retirements & Benefits

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## **FEDERAL BENEFITS & RETIREMENT CLASS**

February 26, 2019 | 8:30 am - 4:00 pm | CFEB Training Room, Bldg. 25 | Denver Federal Center  
| Lakewood CO | Cost: \$100.00

Online Registration Required: <https://colorado.feb.gov/register/?ee=474>

TRAINER | My Federal Retirements & Benefits

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## ***EMERGENCY PREPAREDNESS***

**CFEB Emergency Preparedness Council | Postponed - Government Shutdown  
Postponed for January 8, 2019 | 2:00 – 4:00 pm**

Anyone interested in joining the Council is invited to attend. If you'd like more information or have questions about the CFEB EPC, please contact Donna Vallejos at: [donna.vallejos@gsa.gov](mailto:donna.vallejos@gsa.gov) or Jeff Conn at: [jeff.conn@gsa.gov](mailto:jeff.conn@gsa.gov)

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Check the CFEB website for new training class dates in 2019

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## ***HEALTH & WELLNESS ACTIVITIES***

### **DENVER POST-9/11 VETERANS/FAMILY PROGRAMS - DEPRESSION CENTER**

<https://www.cohenveteransnetwork.org> | CONTACT | Matt Mishkind | 303 724 4967 |  
[Coloradodepressioncenter.org](http://Coloradodepressioncenter.org)

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### **VETERANS FREE MONTHLY NON-NARCOTIC CARE CLINICS**

Held monthly | 9:00 am - 1:00 pm | Various Locations: [www.healingwarriorsprogram.org](http://www.healingwarriorsprogram.org)  
**Denver Clinic** | 2d Saturday of the Month | VFW Post 1, 841 Santa Fe Dr. Denver, CO

**Longmont Clinic** | 3d Saturday of the Month | Nat'l Guard Armory, 1512 N. Main St,  
Longmont, CO

**CO Springs Clinic** | 4th Saturday of the Month | American Legion Post 209, 3613 Jeannine Dr,  
CO Springs

Clinics designed to help those that have served our country. Please bring proof of military service, i.e. DD214 or military ID. Open to all service members and the spouse/partner/parent.

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### **YOGA @ DENVER FEDERAL CENTER - WELLNESS CENTER**

Denver Federal Center |Bldg. 75 | Kiel Hovland | 303 236 6911 | [kiel.hovland@gsa.gov](mailto:kiel.hovland@gsa.gov)

**Tuesdays & Thursdays** | 5:00 – 6:00 pm | Yoga for beginners and intermediates

Drop in Cost is \$10 –or- 4-Punch Pass - \$30 (Classes open to all: Feds & Non-Feds; Members & Non-Members)

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### **FEHB VIRTUAL SERVICE**

1st Wednesday of every FEHB pay period | 9:00 - 10:00 am

Hosted by Kaiser Permanente | 1 800 632 9700 | [kp.org/feds](http://kp.org/feds)

CONFERENCE LINE | 1 855 851 8843 | Code 570 038 434 #

ONLINE | [www.kpfedtallk.org](http://www.kpfedtallk.org) | kpfedtallk1 | Follow prompts for audio

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## ***ONGOING ANNOUNCEMENTS***

### **CDOT WINTER WEATHER DRIVING TIPS**

<https://www.codot.gov/news/2018/october/cdot-preps-for-winter-storm-offers-motorists-winter-driving-tips>

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### **DENVER REGIONAL COUNCIL OF GOVERNMENT (DRCOG) WAY TO GO VANPOOLS**

CONTACT Kate Spencer | 303-480-6725 | [kspencer@drcog.org](mailto:kspencer@drcog.org)

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### **UNITED SERVICE ORGANIZATIONS (USO) PATHFINDER PROGRAM (TRANSITIONS SERVICES)**

M-F |8:00 am – 4:00 pm| Fort Carson |1638 Elwell St, Bldg. 6236 Rm 127| CO Springs, CO

CONTACT | Ron Kriete | 719 338 9322 | [rkriete@uso.org](mailto:rkriete@uso.org) | [www.USO.org/pathfinder](http://www.USO.org/pathfinder)

Assistance is now offered to Military Spouses:

[file:///C:/Users/Jeff/AppData/Local/Microsoft/Windows/INetCache/Content.Outlook/X91EF4SQ/Pathfinder\\_MilSpouse%20Flyer\\_v2.pdf](file:///C:/Users/Jeff/AppData/Local/Microsoft/Windows/INetCache/Content.Outlook/X91EF4SQ/Pathfinder_MilSpouse%20Flyer_v2.pdf)

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## **COMPETENCY BASED TRAINING @ DOI UNIVERSITY**

<https://doiu.doi.gov/catalog.html?type=sp&id=lakewood>

Denver Federal Center | Bldg. 53, Denver, CO

CONTACT Pam Stovall | 303 236 0061 | [Pamela\\_Stovall@ios.doi.gov](mailto:Pamela_Stovall@ios.doi.gov)

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## **TOASTMASTERS CLUBS**

Please visit our new Resources webpage for Toastmaster information:

<https://colorado.feb.gov/resources/>

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## **VAN & CARPOOL**

Vanpools needing riders are listed on the CFEB web site:

<https://colorado.feb.gov/resources/van-pools/>

If you would like the CFEB to add your van or carpool to the web site, email the information to [jeff.conn@gsa.gov](mailto:jeff.conn@gsa.gov)

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## ***JOB ANNOUNCEMENTS***

<https://www.usajobs.gov/>

Helpful hiring tips from USAjobs.gov - [https://help.usajobs.gov/index.php/Main\\_Page](https://help.usajobs.gov/index.php/Main_Page)

Links to information on building your resume, etc. -

<http://www.fs.usda.gov/main/r3/jobs/outreach>

### **National Older Worker Career Center (NOWCC) AGE 55+ | Denver, CO**

AutoCAD Technician

[https://www.nowcc.org/states-with-open-positions/position-details/?position\\_id=4146](https://www.nowcc.org/states-with-open-positions/position-details/?position_id=4146)

### **National Older Worker Career Center (NOWCC) AGE 55+ | Location in CO TBD**

Engineer – Alamosa, Delta, Grand Junction, Montrose or Durango

[https://www.nowcc.org/states-with-open-positions/position-details/?position\\_id=4072](https://www.nowcc.org/states-with-open-positions/position-details/?position_id=4072)

Soil Conservation Technician – Alamosa, Delta, Grand Junction, Montrose or Durango

[https://www.nowcc.org/states-with-open-positions/position-details/?position\\_id=4073](https://www.nowcc.org/states-with-open-positions/position-details/?position_id=4073)



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## ***CFEB EMAIL ANNOUNCEMENTS***

### **CFEB ALL EMPLOYEE ANNOUNCEMENTS POSTED ON WEBSITE**

If you can't view the announcements or want information from a previous announcement, please visit the CFEB website: <https://colorado.feb.gov/>

### **SUBMIT INFORMATION FOR ANNOUNCEMENTS**

To submit information to be included in the announcements, please email it by Wednesday of each week to [jeff.conn@gsa.gov](mailto:jeff.conn@gsa.gov) in the following format.

Title

Date | Time

Location | 3333 W 32 Ave | Denver CO (no punctuation)

Cost (if applicable)

Brief Description (very short marketing blurb | a couple of bullet points or sentences)

CONTACT Name | 303 333 5555 | email

Website

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***Have a safe and wonderful Weekend.***

CFEB Staff

Fred Eidson | Executive Director | [fred.eidson@gsa.gov](mailto:fred.eidson@gsa.gov) | **Note new Email address**

Jeff Conn | Deputy Director | [jeff.conn@gsa.gov](mailto:jeff.conn@gsa.gov) | **Note new Email address**

Colorado Federal Executive Board (CFEB) | 303 202 4588 | [www.colorado.feb.gov](http://www.colorado.feb.gov)

*Please email Jeff Conn at: [jeff.conn@gsa.gov](mailto:jeff.conn@gsa.gov) to subscribe or unsubscribe from CFEB email*