

Executive Summary
The Atlanta Federal Executive Board
Strategic Plan

The Atlanta Federal Executive Board, acting on recommendations from its members, accepted responsibility to develop a strategic plan for the organization. The strategic plan would provide the Atlanta Federal Family with more cohesive and concise guidelines for effective coordination of field activities of Federal Departments and Agencies in the metropolitan area. Over 50 Agency Heads responded to the invitation and were represented at The Annual FY2000 Two Day Planning Session held in Pine Mountain, Georgia during December 11 and 12, 2000. Establishing the framework to develop a strategic plan was the primary objective of the planning session. The *agenda* outlined the process, provided a historical over of the Atlanta FEB role, and a review of FEB activities set the tone for the plenary and breakout workshops. (*Attachment I*).

Four facilitators recorded information gathered during the group sessions. The integrity of these issues and concerns were well protected and subsequently assigned to a three person working committee for refinement and development of the strategic plan. Interim progress reports were provided to the FEB Policy Committee. The structure for the strategic plan was refined and key underpinnings developed. These include developing a *vision statement, mission statement and core values*. (*Attachment II*).

The five national goals were also adopted as local FEB goals. A sixth local goal was added. These goals are:

- ★ **To Communicate**
- ★ **To Coordinate Emergency Services**
- ★ **To Facilitate Customer Service**
- ★ **To Partner With Community Groups**
- ★ **To Reduce Costs and Improve Efficiency**
- ★ **To Enhance Human Resource Development**

These goals are further defined in (*Attachment III*).

The FEB committee structure has also been realigned with these six FEB goals. Previously existing committees are aligned as subcommittees of these six strategic committees. (*Attachment IV*). It should be noted that to better compliment its oversight responsibilities the **Policy Committee** was re-named *The Policy and Steering Committee*.

Ten top strategic objectives have been identified, aligned with specific goals and where necessary assigned to a specific committee for further development and execution. (*Attachment V*).

Each committee is being tasked to further refine the **Annual Work Plan**. This initiative would include objectives, strategies and targets for the coming five years. (*Attachment VI*).

At the December Planning Session, we asked for agency commitment for a five year planning period for keep FEB initiatives. Following are the initiatives and the commitments from agencies. Please note, that commitment is still needed in several areas.

**ATLANTA FEB FIVE YEAR
AGENCY COMMITMENT ACTION PLAN**

PERIOD	SAVINGS BONDS	CFC LEADERSHIP	EMPLOYEE OF YEAR ACTIVITIES
FY 2001	Food and Nutrition Services (FNS) (Virgil Conrad)	FNS (Virgil Conrad assumed responsibility)	U.S.P.S. (Marjorie Brown)
FY 2002	Census (James Holmes)	Environmental Protection Agency (Bill Waldrop)	Federal Aviation Adm. (Hank Collier)
FY 2003	Office of Personnel Management (OPM) (Conrad Johnson)	Social Security Adm. (Myrtle Habersham)	EPA (Bill Waldrop)
FY 2004	open	open	FNS (Virgil Conrad)
FY 2005	open	open	Open

RECOMMENDATIONS:

- ☛ The concept of the strategic plan be adopted in its current form.
- ☛ Continuing maintenance would be required by the Executive Director, with continuing input from the FEB Working Committees.
- ☛ The plan would be reviewed annually for updating, preferable at the FEB Planning Session.