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FM COMDT COGARD WASHINGTON DC//G-WPC//
TO ALCGCIV

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ALCGCIV 005/04

SUBJECT: HR DESIGN NEWS CORNER: INTRODUCING THE DHS COMMUNICATIONS
COORDINATION TEAM

A. DHS TODAY - JAN 23, 2004

1. IN VARIOUS FORUMS WITH EMPLOYEES AND MANAGERS WE HAVE HEARD ABOUT THE NEED FOR CLEAR, CONSISTENT, AND FREQUENT COMMUNICATIONS ON THE NEW PERSONNEL SYSTEM. IN RESPONSE TO THIS NEED, THE DEPARTMENT, WITH THE SUPPORT OF UNDER SECRETARY FOR MANAGEMENT, JANET HALE, AND ASSISTANT SECRETARY FOR PUBLIC AFFAIRS, SUSAN NEELY, CREATED THE COMMUNICATIONS COORDINATION TEAM (CCT). THE PURPOSE OF THIS TEAM IS TO RAISE AWARENESS, DISSEMINATE INFORMATION AND PROMOTE A CLEAR UNDERSTANDING OF THE NEW HUMAN RESOURCES MANAGEMENT SYSTEM (HRMS) THROUGHOUT THE DEPARTMENT.

2. THE CCT IS CO-CHAIRLED BY THE OFFICE OF PUBLIC AFFAIRS AND THE CHIEF HUMAN CAPITAL OFFICE. MEMBERS INCLUDE SENIOR REPRESENTATIVES WITH COMMUNICATIONS AND/OR HUMAN RESOURCES EXPERTISE FROM CBP, CIS, COAST GUARD, FEMA, IAIP, ICE, S AND T, SECRET SERVICE, AND TSA. THE TEAM WAS FORMED LATE LAST YEAR AND WILL CONTINUE THROUGHOUT THE IMPLEMENTATION OF THE NEW SYSTEM.

3. CCT REPRESENTATION FROM ACROSS THE DEPARTMENT PROVIDES AN IDEAL OPPORTUNITY TO IDENTIFY INTERNAL COMMUNICATION CHANNELS AND STRATEGIES THAT ARE WORKING EFFECTIVELY IN EACH COMPONENT AGENCY. ADDITIONALLY, IT PROVIDES EACH AGENCY A FORUM TO ADDRESS THEIR SPECIFIC ISSUES, CONCERNS, AND CHALLENGES WITH THE NEW SYSTEM.

4. HOW THE CCT CAN HELP YOU: CCT MEMBERS CAN ADDRESS AND ELEVATE YOUR ISSUES AND CONCERNS REGARDING THE NEW HRMS. FOR EXAMPLE, LAST WEEKS ARTICLE, TITLED "HRMS MYTHS AND FACTS," WAS BASED ON COMMENTS, QUESTIONS, AND RUMORS THAT CCT MEMBERS WERE HEARING IN THEIR AGENCIES. BASED ON THIS INFORMATION, WE WERE ABLE TO DISPEL SOME MYTHS ABOUT THE NEW SYSTEM AND HOPEFULLY EASE CONCERNS. WE ENCOURAGE YOU TO REACH OUT TO YOUR RESPECTIVE CCT MEMBERS WITH YOUR QUESTIONS OR COMMENTS.

5. THE CCT MEMBERS ARE: KATHY BELL, CBP; MAUREEN LENIHAN, CIS; STEPHEN WEHRENBURG, COAST GUARD; DEBBIE WING, FEMA; DONALD TIGHE, IAIP; ROB PARSONS, ICE; MELISSA ALLEN, MANAGEMENT; KAY FRANCES DOLAN, MANAGEMENT; JOE ADAMOLI, PUBLIC AFFAIRS; JAN LYNCH, S AND T; CHARLES BOPP, SECRET SERVICE; ANGELA MCGUIRL, TSA.

6. WE KNOW HOW IMPORTANT GOOD COMMUNICATIONS ARE FOR A MAJOR CHANGE INITIATIVE, SUCH AS A NEW PERSONNEL SYSTEM. THE CCT IS PART OF OUR COMMITMENT TO ENSURING CLEAR, CONSISTENT, AND FREQUENT COMMUNICATIONS.

7. THANK YOU FOR YOUR CONTINUED INTEREST IN THE HRMS EFFORT. WE CONTINUE TO RECEIVE VALUABLE INPUT AND SUGGESTIONS TO THE FEEDBACK MAILBOX. PLEASE SEND YOUR INSIGHTS TO THE HR DESIGN MAILBOX AT HRDESIGN(AT)DHS.GOV.

8. INTERNET RELEASE AUTHORIZED.

9. RONALD R. KOGUT, CHIEF, OFFICE OF CIVILIAN PERSONNEL SENDS.

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