

Advisors to the
United States Office of Personnel Management
120 Howard Street, Room 760
San Francisco, California 94105

To: Council Members and Potential Members

Subject: MEETING in Oxnard, California, October 25- 27, 2000

Human Resources Alignment with Agency Mission is the theme of our next meeting at Oxnard, California, hosted by the Naval Facilities Engineering Service Center. A number of representatives from the Office of Personnel Management, and panels of new as well as experienced Federal and private sector engineers and scientists will be speaking. Their topics will include demographics of the current Federal science and engineering workforce, worklife expectations, projected workforce trends, and efforts underway to help agencies align their human resources programs with mission priorities. This will also be the first meeting to include alumni members of the Professional Council who will talk about their work on developing an "Emeritus" program to help agencies mentor their incoming workforce.

Agenda: A copy of the draft agenda is attached. In addition to formal presentations, participants will again be given a chance to interact directly with each other, OPM policy makers, and Council alumni during the networking period.

Attendance: In addition to participation by each agency representative, we encourage you to invite to this meeting human resource professionals who might benefit from the discussion topics featured. Please complete a registration sheet (included with this letter) for each person attending, and mail or FAX to our host by October 10. The address and FAX number are on the form.

Hotel Reservations: A block of rooms is being held at the Embassy Suites (Mandalay Bay) in Oxnard, California, (1-800-EMBASSY). The facility is located 55 miles north of Los Angeles, with easy access by car via US Highway 101 or Pacific Coast Highway 1, and by air via United Express. Courtesy shuttle service is provided to and from the Oxnard Airport and the Amtrak station. The hotel will make 35 rooms available at the government rate of \$99.00 (the per diem rate), plus an occupancy tax of 10%. This rate includes a full cooked to order breakfast and afternoon beverages. In addition to the cost of lodging, the hotel charges guests \$5.00 a day for self parking and \$8.00 a day for valet parking. To obtain the stated room rate you **MUST** make your reservations by **October 6, 2000**. After this date rooms will be on a space and rate available basis.

Tour: The tour will leave the hotel Wednesday at 2:30 PM, with an estimated return at 4:30 PM. The tour will include the Water Front Test Facilities, the National Environmental Test Site, and a general tour of ESC products and services. Please indicate on the reservation form whether you will be joining us on the tour.

Meeting Registration: A Conference fee of \$45 per person will be collected on Thursday morning at 7:30 a.m. and receipts will be provided; CASH ONLY.

Table Topics: As always, there will be an opportunity for each of you to tell us about actions you have taken as the result of information or ideas received at previous meetings, as well as make presentations on ideas/concerns you would like to share with others. Please let me know, using the attached form, what you have been doing and we will schedule you for a brief time during the table topics section of the meeting.

We look forward to seeing you in October. If you have any questions, please call me at (415) 281-7050, or our host, Mary Lingua, at (805) 982-3534

Sincerely,

Barbara Merino
Council Secretary

Enclosures

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