

**To:** Jackson, Ryan[jackson.ryan@epa.gov]  
**From:** Exec Order-Performance & Conduct Workshop  
**Sent:** Mon 9/25/2017 2:34:15 PM  
**Subject:** [SPAM] Register for Wednesday's Employee Performance & Conduct & EO Training Workshop

**Just Announced - New  
Speakers from NSA,  
DOI, & AG  
Previously Announced  
Speakers from OPM,  
DOL, CNCS & more...**

**Susan White  
Deputy Chief, Human  
Resources  
National Security  
Agency (NSA)**

-----

**Thevee Gray  
Personnel Psychologist  
Farm Service Agency,  
USDA**

-----

**N. Tony Nguyen  
Associate Director,  
Workforce & Inclusion  
National Park Service,  
DOI**

-----

**Previously Announced  
Expert Speakers  
Steve Shih  
Deputy Associate  
Director for Senior  
Executive Services  
and Performance  
Management, OPM**

---

**Kristin McNally**

Director, Office of  
Employee Engagement  
Office of the Assistant  
Secretary for  
Administration and  
Management,  
DOL

---

Marcus Brownrigg  
Strategic Partnerships  
and Communications  
Advisor, Office of the  
CEO  
Corporation for National  
and Community Service  
(CNCS)

---

Mika Cross  
Recognized Federal  
Workplace Expert  
and frequent TV Guest  
on "Government  
Matters"

---

Deb Tomchek  
Vice President, ICF  
Former Director of Human  
Resources, U.S. Department  
of Justice  
Former Director of Human  
Resources, U.S. Department  
of Commerce

---

Jeffery Neal  
Senior Vice President,  
ICF  
(former Chief Human Capital  
Officer for the DHS)  
Frequent TV Guest Expert &  
Speaker on Federal  
Workplace)

*Potomac Forum Training Workshop*

***Beyond the Basics:  
Managing Performance and  
Conduct  
in the Modern Federal  
Workplace and  
How to Meet the  
Requirements of  
Executive Order 13781  
Training Workshop***

***What Federal Executives, Managers, and  
Supervisors Need to Know to Succeed in  
Implementing Workforce Accountability  
and Effective Performance Management  
Improvements for Their Agencies.***

**Wednesday, September 27,  
2017**

Sponsored by:

**Potomac Forum, Ltd.**  
**the leader in high quality training since 1984**

[www.PotomacForum.org](http://www.PotomacForum.org)  
(703) 683-1613  
[info@PotomacForum.org](mailto:info@PotomacForum.org)

**Location of Workshop:  
Willard InterContinental Hotel  
Washington, D.C.**

**Potomac Forum Training Workshops are  
100% Educational  
and NOT Sales or Marketing Events**

**The Press is Not Permitted to Encourage**

Candid Discussion in our 100% Learning  
Environment

Experienced Human Capital Executives and Leadership Experts will share their insight and experience in developing and implementing long-term and near-term workforce management practices that will help attendees understand how best to improve performance, increase accountability and reduce costs.

This workshop will provide you with practical, easy to implement tools and resources to help you achieve the best results for managing performance and conduct in the workplace to achieve the goals of E.O. 13781 while enhancing employee performance to increase mission efficacy and increase retention.

***Potomac Forum Training Workshop***

***Beyond the Basics:***

**Managing Performance and Conduct  
in the Modern Federal Workplace and  
How to Meet the Requirements of  
Executive Order 13781 Training Workshop**

***What Federal Executives, Managers, and Supervisors Need to Know to  
Succeed in Implementing Workforce Accountability and Effective  
Performance Management Improvements for Their Agencies.***

**Wednesday, September 27, 2017**

Sponsored by:

**Potomac Forum, Ltd.**

***the leader in high quality training since 1984***

**www.PotomacForum.org**  
**(703) 683-1613**  
**info@PotomacForum.org**

**Location of Workshop:  
Willard InterContinental Hotel  
Washington, D.C.**

**Overview:**

The President issued an Executive Order (EO) on March 17, 2017 which emphasizes the need to maximize employee performance by better managing poor performance and conduct and ensuring transparency in the Performance Improvement Process (PIP). This Potomac Forum Training Workshop for Government will provide information for Agency Executives, Managers and Staff to meet the long term requirements for workforce accountability and performance management efforts in response to the EO.

Experienced Human Capital Executives and Leadership Experts will share their insight and experience in developing and implementing long-term and near-term workforce management practices that will help attendees understand how best to improve performance, increase accountability and reduce costs.

This workshop will provide you with practical, easy to implement tools and resources to help you achieve the best results for managing performance and conduct in the workplace to achieve the goals of E.O. 13781 while enhancing employee performance to increase mission efficacy and increase retention.

**What You Will Learn:**

- Understand how to quickly differentiate between employee performance and conduct issues and what you need to know to quickly address employee discipline and/or termination

- Identify the competencies needed as a successful supervisor to maximize employee performance and how to avoid common pitfalls to managing performance and conduct in the modern workplace

**- Know where to find practical support, assistance and resources to effectively deal with performance and conduct issues in the workplace**

**- Adopt promising practices that drive positive outcomes by leveraging the Federal Employee Viewpoint Survey Results into actionable steps to cultivate an inclusive, high-performing culture designed to retain top talent and maximize employee potential and performance**

**Why You Should Attend:**

**- Maximize employee performance by focusing on concrete steps to increase performance and effectively deal with poor performers;**

**- Optimize employee recognition programs designed to recognize, reward and retain top performers;**

**- Build your toolkit for cultivating a culture of engagement and accountability designed to achieve enhanced organizational and individual performance**

**Who Should Attend:**

**- Federal supervisors and managers**

**- Federal HR Executives, managers and staff**

**- Anyone responsible for implementing Agency restructuring plans**

**- Federal employees or members of employee affinity groups**

**- Communications practitioners responsible for leading change management and internal communications campaigns**

**- IGs and Staff**

**- Industry Partners who support the government**

**Format:**

**Lecture, guest speakers, and practical exercises.**

**CEUs Awarded Upon Workshop Completion**

**Press is NOT INVITED to attend this educational program**

"Send-A-Team" Registration Fees

No Press to Promote Candid Discussion

**Registration and Information:**

[www.potomacforum.org](http://www.potomacforum.org)

Call: (703) 683-1613

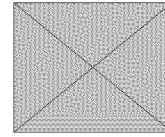
[Info@PotomacForum.org](mailto:Info@PotomacForum.org)

Sponsored by:

**Potomac Forum, Ltd.**

*Providing High Quality Training to the Government Since 1982*

Potomac Forum, Ltd. is a proud Corporate Partner of



The Association of Government Accountants

**Please do not Unsubscribe from this  
"Conduct and Performance Workshop" Email List  
Potomac Forum educational programs address major government  
management initiatives.**

**While this Workshop may not be of interest to you, other Potomac  
Forum  
programs may be of great interest and value to you and your  
organization.**

**If you do Unsubscribe, you will be removed from the  
"Conduct and Performance Workshop" Email List.  
Thank You.**

This email was sent to: [jackson.ryan@epa.gov](mailto:jackson.ryan@epa.gov)

Go [here](#) to leave this mailing list or [modify](#) your email profile.  
We respect your right to privacy. [View](#) our policy.

This email was sent by: **Potomac Forum, Ltd.**  
400 North Washington Street , Alexandria , Virginia , 22314 , USA