



200 High St  
Holyoke MA  
01040

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**FEAWM**  
**Board and Committee Chair Meeting**  
**VA CENTRAL WESTERN MASSACHUSETTS HEALTHCARE SYSTEM**  
**421 North Main Street**  
**Leeds, MA 01053**  
**April 16, 2015**  
10:00am – 11:30am  
Thursday, April 16, 2015  
10:00 am

Present: Ronald Grzelak, SSA; Jeff Anliker, Program Director; Robert Lewis, FBI; Joanne Guild, VAMC; Cathy Tenerowicz, VAMC; John Desarro, ANGB; Oreste Varela, SBA; Sherry Walsh VAMC; Michael Walsh; Kim Ainsworth, and Russ Webster; GBFEB Chair (via telephone)

Members Regretted: Fred Baron, US NAVY; Muyly Ngov, SSA; Dave Mendoza, SSA; Karen Regish, USDA; John Collins, VAMC; Candice Christenson, VAMC; Jon Niedzielski, USDA-FSA;

**1. Minutes:**

- The minutes for 3/24/15 approved unanimously – motion by Michael Walsh and seconded by Cathy Tenerowicz.

**2. Treasurers Report:**

- Treasurer's Report given by Jeff Anliker.
- Current balance in account is \$ 2,594.19
- The Treasurer's Report was approved unanimously -motion by Oreste Varela and seconded by Michael Walsh.

### **3. Westover Visit Update – Russ Webster, GBFEB Chair**

- An update to the Westover Visit was given by Russ Webster and Kim Ainsworth.
- Jeff distributed copies of the letter that was sent to Colonel Lupenski by Russ Webster, thanking him for recently meeting with him.
- Russ stated that the intent of the visit was to open the door to have Westover participate as a member agency of the FEAWM.
- At this time the Colonel is willing to continue the dialogue.
- The Colonel's concerns at this time are: the operational procedures, certification of the organization, and the ability to read the bylaws, the DUNS number, and that the organization was not a 501-C3.
- Kim stated that the meeting was productive in that there is an interest in the FEA, how it was established, funded and how Westover participates in relation to his budget.
- Jeff to follow up by forwarding the DUNS number and copy of the bylaws to Kim and Russ.
- John Desarro to follow up with Kim.
- Kim and Russ to draft letter to the Colonel with the FEAWM providing input.

### **4. Brief Committee Updates:**

#### **Activities & Wellness:**

- Committee report given by Mike Walsh.
- The date of the June picnic at Nonotuck Park is June 14<sup>th</sup>.
- Fee for Nonotuck Park has been paid.
- Committee explored, having a Pig Roast at the picnic.
- Price for the Pig Roast would be \$16.00 per person, with less than 100 in attendance; \$14.00 per person, with more than 100 in attendance.
- Based on the price of the Pig Roast, Mike recommended that the menu for the picnic be hamburgers and hotdogs with the meat and drinks being provided. Attendees to bring a dish to share.
- Price for the picnic to be \$8.00 per person, with no family discount.
- Mike to draft a flyer and send out for approval.
- To increase participation at the picnic, the flyer will emphasize that the event is open for all Federal Employees to attend.

**Awards:**

- Committee report given by Ronald Grzelak.
- The date of the Awards Banquet will be September 21, 2015
- Ron sent out a Time Table for the Awards Banquet
- Ron has created a draft of the awards package and will sent out for review
- Nominations will be due July 10<sup>th</sup>.
- Reminders for nominations will be sent out periodically.
- Rob Lewis to contact Carmen Ortiz as she was suggested as a speaker
- Ron to follow up with Oreste in regards to the suggestion of having a Small Business Administration person as the speaker.
- Ron submitted a request to the White House and the Governor as he has done so in the past.
- Jeff reported that he has had commitment from 8 sponsors for the banquet.
- Rob contacted the UMASS Five College Federal Credit Union in regards to sponsorship for the banquet. They have agreed and a check for sponsorship has been received.

**Education:**

- Committee report given by Cathy Tenerowicz.
- Mid-Career Retirement Seminar is being planned at this time.
- The seminar will be held the week of June 15<sup>th</sup>.
- Kim Ainsworth and 1<sup>st</sup> Command will be the presenters.
- Location for the seminar is being worked on at this time.
- Continental Breakfast and Lunch to be included in the price of the seminar.
- Looking at 60 participants at a cost of \$45.00 per person.
- 2015 Scholarship information has been sent out.
- Kim Ainsworth suggested a Social-Security lunch and learn as a possible training event to be held.
- Another suggestion for a seminar would be Morale of the Federal Employee.
- John Desarro spoke about the National Institute of Science Technology and the Cybersecurity Frameworks which have been developed.
- John will continue to work on this and follow up with Cathy as this is a possible topic for a training event.

**Federal Relations:**

- Committee Report given by Ron Grzelak
- No update at this time.

**Pay and Benefits:**

- Committee Report given by Ron Grzelak
- Ron continues to follow up –at this time no decision has been made as this is still with the Federal Pay Agents.

**Website/Public Relations:**

- Committee Report given by Jeff Anliker
- Chairperson is still needed for this committee.
- Alex Sacchetti has resigned as the webmaster.
- At this time the Website has not been updated
- Jeff contacted Kathy Mullins as she is interested in helping with the website, and has not received a response as of yet.
- Jeff suggested hiring an individual to update the website, or there is a possibility of having a student to this.
- Jeff to follow-up with a UMASS student in regards to updating the website.

**COOP:**

- Committee report given by Jeff Anliker
- No update at this time.

**5. Draft Review Budget:**

- Jeff handed out copies of the FEAWM Budget Information.
- Desk style awards will be given again this year at the Awards Banquet.
- Budget discussed, with some updates at this time.
- Jeff will update the budget when he received feedback.

**6. Bylaw Recommendations:**

- Bylaws were discussed as Jeff has not received any feedback.
- Cathy suggested making changes to some portions of the bylaws.
- Article IV, Section 1 – Change six members to a minimum of 6 members.
- Article IV, Section 3 – Change the word June to Spring Full Membership Meeting
- Jeff to send out information requesting nominations for position of Chair and two board members with the term being 2 years.
- Election and vote to make recommended changes in the Bylaws will be at the May 28<sup>th</sup> Full Membership Meeting.

- The current Treasurer will not continue in this role; as per bylaws one will need to be appointed.
- The board is requesting names of interested persons who wish to be appointed in the role of Treasurer.

**7. Other Business:**

- None

**8. Next Board/Committee Chair Meeting** – June, 23, 2015 at FBI office,  
1441 Main Street, 8<sup>th</sup> Floor – TD Bank Building, Springfield

**9. Next Full Membership Meeting** – May, 28, 2015 at Westfield-Barnes  
Regional Airport

The meeting adjourned at 11:36 am

Recorder: Joanne Guild