

# Solutions '98

## The Challenge is Ours

The Conference for Human Resources  
Employment Professionals

A conference designed by  
and for Federal Human Resources  
professionals to share up-to-date Human  
Resources information and innovative solutions.

At the Inn and Conference Center  
University of Maryland University College  
University Blvd at Adelphi Road  
College Park, Maryland  
May 18-20, 1998

Sponsored By:



United States Office of  
Personnel Management

Employment Service

# Solutions '98

## The Challenge is Ours

This is what Federal agencies have been asking for - a conference devoted to employment issues such as merit-based staffing, delegated examining, restructuring, career transition, and more. The agenda for this conference was developed in consultation with a team of agency representatives.

### Featuring:



Janice R. Lachance is the Director of the U.S. Office of Personnel Management (OPM). Her agency provides human resources management leadership and high quality services based on merit principles in partnership with Federal agencies and employees. As Director, she chairs the senior executive management team responsible for strategic planning and agency management. Ms. Lachance is also a member of the President's Interagency Council on Women.

Keynote Address: HR Leadership in the Federal Government: OPM's Role in the Future- Director Lachance will discuss OPM's mission, goals, and objectives for Federal Human Resources (HR), including OPM's reinvented role as a partner with other Federal agencies.



Dave Ulrich is Professor of Business Administration at the University of Michigan, where he is a member of the core faculty of the Michigan Executive Program. He is the author of Tomorrow's HR Management and Human Resource Champions, and co-author of Organizational Capability and The Boundaryless Organization.

Dr. Ulrich has consulted with more than half of the Fortune 200 organizations. A recipient of the Pericles Pro Meritus Award for outstanding contributions to the field of HR, he is listed by BusinessWeek as one of the world's "top 10 educators in management" and the "top educator in human resources."

Plenary Session: Future Trends in HRM - Dr. Ulrich will describe the shift of the HR professional's mentality from "what I do" to "what I deliver." He'll explain how HR professionals can collaborate to create an organization that can change, learn, move and act faster.

## Who Should Attend?

Staffing specialists will benefit from sessions such as:

- Merit Staffing -- Why We Do What We Do
- How to Research Staffing Laws and Regulations

Experienced Human Resources (HR) professionals will profit from more advanced topics such as:

- Interagency Automation Initiatives
- Streamlined Approaches to Staffing
- Late Breaking HR Issues

HR specialists at all levels will gain from cutting-edge sessions on such issues as:

- Changing Roles of HR Specialists
- Competency Models for HR
- Restructuring and Career Transition
- FEORP and Other Diversity Initiatives

### SPECIAL FEATURE: Internet Tutorials

Here's your chance to learn how to navigate the Internet. A special room will be open throughout the conference so you can get direct assistance and hands-on practice in using the Internet to find useful staffing information.

### EXHIBITS: Technology and Services Available to Help You!

Federal agencies and private companies have been invited to exhibit their newest staffing products and services.

# Solutions '98 Tentative Sessions

**The Changing Role of the HR Specialist**  
HR specialists are being asked to wear many hats -- legal advisor, employment consultant, teacher, researcher, customer service representative. Learn how we are changing and get strategies to deal with changes.

**Merit Staffing -- Why We Do What We Do**  
The Federal civil service is based on merit system principles. Understand why they are so important to the integrity of the civil service, how they affect hiring and promotion, and how they serve as a framework for some of the flexibilities addressed in other sessions.

**Interagency Automation Initiatives**  
This session features multi-agency initiatives to improve HR through automation that have potential future impact across all Federal agencies.

**NAPA Roundtable**  
Representatives from the National Academy of Public Administration (NAPA) discuss their recent study and recommendations on staffing issues. Agency representatives discuss their innovations described in the report.

**Improving Partnerships in the HR Community**  
A panel of OPM and agency representatives will facilitate a plenary discussion of partnering for policy development and information delivery with the HR community.

**Streamlined Approaches to Staffing**  
Agency personnel experts tell how they have re-engineered staffing procedures and processes to deal with their changing roles.

**Diversity Issues Affecting Staffing**  
Justice, Equal Employment Opportunity Commission (EEOC), and OPM officials discuss the implementation "do's and don'ts" of Adarand v. Peña, new program developments in the Federal Equal Opportunity Recruitment Program (FEORP) and EEOC initiatives.

**Service Delivery in the Field**  
OPM Service Center Directors discuss how the field structure has changed, and recent improvements made to achieve better service delivery and communication.

**Recipes for Restructuring Success**  
Topics include "best practices" in restructuring; alternatives to Reduction-in-Force (RIF); early retirement and buyouts; the human side to downsizing; and educating employees on the need for flexibility in the

**Achieving High Performing Organizations**  
Discussion focuses on the Organizational Assessment Survey, used by HR specialists in several Federal agencies to help their organizations achieve high performance. The survey gathers information for benchmarking against other high performing public and private organizations.

**How to Research Staffing Laws and Regulations "101"**  
Today's HR specialist must operate by going directly to the source. This session is for those who need to find basic staffing rules and other information and don't know where to start. You'll get the tools to begin your search.

**Legislative/Regulatory/Policy Update -- Stump the Experts**  
Policy officials will discuss the latest status of staffing rules, regulations, and bills in Congress and answer your questions.

**How to Research Staffing Laws and Regulations "201"**  
You know how to find basic information -- but what about Merit Systems Protection Board (MSPB) decisions? Federal Labor Relations Authority (FLRA) decisions? This session is for those who want to learn about new sources and Internet searches.

**New and Updated HR Automation**  
OPM, agency, and private sector representatives describe the latest innovative uses of technology for HR.

**"The World of Work"**  
Representatives from Labor and OPM discuss a new national project to develop a Standard Occupational Classification (SOC) system to describe both public and private sector jobs.

**Competency Models for HR**  
Federal and State officials describe their experiences with competency-based models for HR, how they affect present practices and procedures, and their impact on assessment and other HR processes.

**How Others See Us**  
Representatives from the General Accounting Office (GAO) and MSPB discuss recent studies on staffing issues. Agency representatives discuss how findings were incorporated into day-to-day operations.

**New Approaches to Staffing**  
This session discusses some of the innovative staffing initiatives that are currently being tried in demonstration projects, Performance-Based Organizations, and agencies with independent

**Tools for HR Communication**  
This session will feature innovative technologies that help agencies communicate within and outside their own agency. Products such as Smart Regs and the OPM/Labor Website will be demonstrated.

**Delegated Examining -- Making It Work**  
In FY 1996 OPM delegated examining authority to agencies. How is it working for you? In this interactive forum, a panel of OPM and agency representatives will share experiences and strategies, give tips on preventing mistakes and provide solutions to your most common problems.

**What's New in RIF Regulations and Case Law**  
The latest information on regulatory change legal decisions, and pending legislation in the reduction-in-force area will be discussed.

**Emergence of Workforce Planning**  
This session presents a new workforce planning tool to help you target your recruitment and staffing plans to build a diverse, well-qualified workforce for the future.

**Accountability in Examining**  
Agency and OPM oversight officials will describe successful self-assessment methods and how oversight reviews are conducted.

**Effective Career Transition**  
Agency and OPM experts describe successful strategies for helping displaced employees transition to new careers. They will discuss how agencies are making effective use of tools, such as CTAP, ICTAP, RPL, and PPP, and educating their managers to use these as effective recruitment sources.

**Leaders of the Future**  
Dr. Ulrich and other HR experts discuss the skills leaders of the future need to operate in an entrepreneurial culture. The new SES competencies will also be addressed in this session.

**Strategic Planning for HR**  
Federal HR Directors will discuss what strategic planning means for HR, including whether your agency's strategic plan for mission accomplishment considers such issues as the availability of staff, skill levels, training needs, and succession planning.

**New Delivery Models in HR**  
Outsourcing, franchising, partnering and other strategies are discussed as ways to meet our mandate to find more cost-effective ways to deliver HR services.

# Solutions '98 Registration Information

## HOW TO REGISTER

Fax or email the attached registration form to:

Diane Johnson at the U.S. OPM

Fax No: 202-606-1540

Address: Room 6332, 1900 E Street, NW,

Washington, DC 20415-0001

OR

Register on-line by visiting our OPM Website at:

<http://www.opm.gov/register>

If you are paying by credit card, no other form is required. If you are paying by training form, the approved training form must also be sent to Ms. Johnson. Please note: The "Training Source" and/or "Vendor" for this conference is OPM.

## COSTS

Register early and receive the early registration price of \$475. To receive this price we must receive your registration form and payment information by April 3, 1998. Faxed or postmarked registration and payment received after April 3, 1998 will be priced at \$550. Registrations will be taken on a first come, first serve basis.

The conference cost includes luncheons each day, all breaks, garage parking, complimentary shuttle and conference materials. Lodging is not included.

## CANCELLATION POLICY

The cancellation deadline is April 20, 1998. Cancellations received after that date will be billed; substitutions are accepted at any time.

## ADDITIONAL INFORMATION

For additional information, questions, or special needs, please call Diane Johnson at 202-606-2335 or email [SOLUTIONS@opm.gov](mailto:SOLUTIONS@opm.gov).

## TRANSPORTATION INFORMATION

Parking is available at the Conference Center. Overnight guests must check in at the Front Desk before parking. A complimentary shuttle service has been arranged from the College Park Metro station to the Conference Facility. The shuttle will run continuously to and from the Center 1 hour before and after the conference each day.

## LODGING

The conference will be held at the University of Maryland Inn and Conference Center, University Boulevard at Adelphi Road, College Park, Maryland, 20742. Inn accommodations may be made by calling the Center directly at 301-985-7303, fax number is 301-985-7445. These phone and fax numbers are for hotel accommodations only. Rooms are available at a special conference rate of:

Single occupancy/per night \$79.00

Double occupancy/per night \$94.00

– From Baltimore –

I-95 South to Capital Beltway (I-495) to College Park

Take U.S. 1 South (Exit 25)

Proceed approximately 1 mile south on U.S. 1

Turn right on 193 West (University Blvd))

At 3rd traffic light (Adelphi Road) make "U" Turn

Turn right into parking garage

– From Annapolis and Points East –

Route 50 to Capital Beltway (I-495, I-95) North to College Park

Take U.S. 1 South (Exit 25)

Proceed approximately 1 mile south on U.S. 1

Turn right on 193 West (University Blvd)

At 3rd traffic light (Adelphi Road) make "U" Turn

Turn right into parking garage

– From Washington D.C. –

New Hampshire Avenue (650 North)

Right at light on 193 East (University Blvd)

At 6th traffic light, cross Adelphi Road

Turn right into parking garage

– From Montgomery County and Points West –

Capital Beltway (I-495)

Take New Hampshire Avenue/Takoma Park (650 South)

At 2nd light, make a left on Adelphi Road

At 3rd light, make a left on University Blvd

Turn right into parking garage



# CONFERENCE REGISTRATION FORM

38701

For optimum accuracy, please print in capital letters using blue or black ink and avoid contact with the edge of the box. The following serves as an example.

A B C D E F G H I J K L M N O P 1 2 3 4 5 6 7 8 9 0

Last Name

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First Name

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Preferred First Name For Name Badge:

[Grid for Preferred First Name]

Job Title

[Grid for Job Title]

Department/Agency:

[Grid for Department/Agency]

## Complete Business Mailing

Street Address:

[Grid for Street Address]

Room or Mail Stop

[Grid for Room or Mail Stop]

City:

[Grid for City]

State:

[Grid for State]

Zip Code

[Grid for Zip Code]

Business Phone Number:

[Grid for Business Phone Number]

Business Fax Number

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Internet Address

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Payment Method: You may pay by credit card or training form. Please mark the payment method and complete the appropriate information .

VISA, MasterCard or I.M.P.A.C. (Government VISA)     Training Form (SF-182 or DD-1556)

Authorized Card Holder Information:

Account Number:

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Expiration Date:

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Phone number of account holder

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Last Name of Account Holder

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# Solutions '98 – “The Challenge is Ours”

## A Conference for HR Employment Professionals

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May 18 - 20, 1998

At the Inn and Conference Center  
University of Maryland University College  
University Blvd at Adelphi Road  
College Park, Maryland 20741

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### PRELIMINARY SCHEDULE

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#### Monday, May 18

10:30 a.m. - 11:30 a.m.....Registration/Exhibits/Networking/Coffee  
11:30 a.m. - 1:50 p.m.....Lunch/Welcome/Keynote Address  
Janice Lachance, OPM Director  
2:00 p.m. - 3:15 p.m.....Concurrent Sessions  
3:30 p.m. - 4:45 p.m.....Plenary Session

#### Tuesday, May 19

7:00 a.m. - 8:30 a.m.....Registration/Exhibits/Networking/Coffee  
8:30 a.m. - 9:45 a.m.....Concurrent Sessions  
10:00 a.m. - 11:15 a.m.....Concurrent Sessions  
11:30 a.m. - 1:30 p.m.....Lunch/Plenary Session  
1:45 p.m. - 3:00 p.m.....Concurrent Sessions  
3:15 p.m. - 4:30 p.m.....Concurrent Sessions

#### Wednesday, May 20

7:00 a.m. - 8:30 a.m.....Registration/Exhibits/Networking/Coffee  
8:30 a.m. - 9:45 a.m.....Concurrent Sessions  
10:00 a.m. - 11:15 a.m.....Concurrent Sessions  
11:30 a.m. - 1:15 p.m.....Lunch/Plenary Session  
David Ulrich, PhD  
Author of “HR Champions”  
1:30 p.m. - 2:45 p.m.....Concurrent Sessions  
3:00 p.m. - 4:00 p.m.....Wrap-up and Closing Remarks

HR Employment Professionals  
Why this conference is for YOU...

- Latest Policy Updates
- Practical Solutions
- Leading Edge Technology