



Bureau of Land Management



Forest Service

In Reply Refer To:  
1510 (800)  
1310 (FS)

Memorandum

To: Bureau of Land Management (BLM) Executive Leadership Team (ELT)  
Forest Service (FS) National Leadership Team (NLT)

From: Deputy Director, BLM *Lawrence E. Benna* JUN 27 2006  
Associate Chief, FS *Sally Collins* JUL 05 2006

Subject: Action Items from the April 2006 ELT and NLT Meeting

At our Joint Leadership Meeting in Ogden, Utah, we reiterated our commitment to working together in partnership and to broaden our scope to integrate other natural resources management agencies. We began our session reviewing the progress made since our joint meeting in October 2003. We have strengthened relationships at national and field levels, removed barriers to working together, enhanced management of the resources, and improved service to the public.

More efforts are still required on the objectives that came from our 2003 meeting, particularly in business operations-related areas. During breakout sessions at the April 2006 meeting, we identified several new opportunities that will enhance the implementation of Service First on the ground. These next steps are attached and will guide continuing efforts to remove barriers to Service First.

We appreciate the commitment and hard work of those who have helped us improve our Service First spirit of working together in partnership since the October 2003 meeting. There is much opportunity to further build that spirit and we look forward to updates of success.

*Lawrence E. Benna*  
Lawrence E. Benna, Deputy Director  
Bureau of Land Management  
Department of the Interior

*Sally Collins*  
Sally Collins, Associate Chief  
Forest Service  
Department of Agriculture

Attachment

## **Service First Next Steps June 2006**

At the joint Bureau of Land Management (BLM) and Forest Service (FS) meeting on April 18, 2006, the BLM Executive Leadership Team and the FS National Leadership Team reviewed and discussed the progress that has been made since the October 2003 meeting. A great deal of progress has been made in all of the initiatives, especially in Fire, Energy, and Competitive Sourcing. Some obstacles remain to implementing Service First. During the April 2006 meeting, the FS and BLM agreed to address these lingering issues and also identified new opportunities as the next set of priorities for the agencies to pursue. These "Next Steps" identified at the end of the joint meeting will enhance Service First on the ground.

### Integrate the other Department of the Interior agencies expanded through the Appropriations Act:

- Issue: Though we have obtained additional authorities to work with the U.S. Fish and Wildlife Service (FWS) and the National Park Service (NPS), we have not initiated any efforts at the national level.
- Action: Convene meeting of the FWS, NPS, FS, and BLM Deputy Directors to discuss existing Service First work, outline potential growth for FWS and NPS involvement, and solicit feedback from FWS and NPS by mid-June 2006. The FS and the BLM will then work with FWS and NPS to include them in the Memorandum of Understanding on transferring funds by fall 2006.
- Lead: Skip Underwood, FS, and Janine Velasco, BLM

### Information Technology:

- Issue: The FS and the BLM continue to have separate computer systems and dual-delegated employees still have to have two computers on their desks. In addition, both Departments are seeking common/integrated systems for their agencies, and often this means different approaches by the Departments.
- Action: While fully integrated systems are not feasible, the agencies can resolve Information Technology security and system differences to provide one computer with two access points by April 2007.
- Lead: Joan Golden, FS, and Ronnie Levine, BLM

### Budget and Workload Planning:

- Issue: A major barrier to efficiency in delivering Service First is the difference between the FS and BLM budget, accounting, collections, and accomplishment reporting systems. These different processes make it challenging to plan, implement, and account for Service First programs consistently.
- Action: Pursue either authorizing language to allow for a "joint operating unit" with one budget or prepare a separate justification and account for one or two pilot landscapes that are dual delegated for Fiscal Year (FY) 2009.
- Lead: Lenise Lago, FS, and Mike Ferguson, BLM

#### Permanent Legislative Authority:

- Issue: At present, the agencies have been authorized to “pilot” Service First through the Appropriations process. This requires regular updates and, in some cases, limits the opportunities to expand Service First.
- Action: For the FY 2007 legislative cycle, the agencies will pursue permanent authority through stand-alone legislation.
- Lead: Tim DeCoster, FS, and Craig Leff, BLM

#### Space:

- Issue: The agencies have not resolved the differences in calculating space requirements for their offices, creating disparity in implementing collocation.
- Action: Issue a consistent, joint policy by June 30, 2006.
- Lead: Melissa Jones, FS, and Bob Donelson, BLM

#### Contracting Authorities:

- Issue: With new educational requirements for Contract Specialists and a high number of retirements in this field, the FS and BLM have been asking for authority to use each other’s Contracting Officer Representatives, especially during the field/fire season.
- Action: Work with the Departments to revise their Certification Manuals so that Contracting Officers in bureaus and offices can award contracts and/or place orders on behalf of other agencies by the end of August 2006.
- Lead: Laurie Lewandowski, FS, and Joe Federline, BLM

#### Service First Annual Award:

- Issue: During the joint meeting, the FS Chief and BLM Director recognized some of the agencies’ trailblazers in Service First for their efforts to implement the initiative on the ground. Future contributors to the Service First effort also need to be recognized for breaking down barriers and achieving success.
- Action: Develop criteria for an award and solicit nominations for an annual Service First award by October 2006.
- Lead: Skip Underwood, FS, and Janine Velasco, BLM