

May 11, 2016, 10:00 – 11:00 a.m., Room 221-A

Meeting called to order by Chair, Michael Scuse at 11:00 a.m.

**Members present:**

Michael Scuse, Chair  
Robin Bailey, Jr., *Regional Administrator* (by phone)  
Chavonda Jacobs-Young, *Administrator* (by phone)  
Bobbi Jeanquart, *Director*  
Autar Mattoo, *Research Plant Physiologist*  
Lillian Salerno, *Deputy Under Secretary*  
Kevin Shea, *Administrator*

**Members absent:**

Lanon Baccam, *Deputy Under Secretary*  
Terri Nintemann, *Vice Chair*  
Tom Tidwell, *Chief*

**Adviser present:**

Inga Bumbarly-Langston, *Deputy General Counsel*  
Don Bice, *Associate Director*

**Adviser absent:**

Joe Leonard, *Assistant Secretary for Civil Rights*

**Facilitators present:**

Patty Moore, *Executive Secretary*  
Kimm Hobbs, *Facilitator*

**Visitors attending:**

Bianca Oden, *OSEC*

**Approval of minutes:** Minutes from 03-17-16 were approved without modification. There are no minutes from the April meeting since it was cancelled.

**Business:**

- Chair, Michael Scuse: Ensured the group agreed on the ERB Action Timeline. No changes were made.
- Patty Moore: Reviewed the proposed FY 2016 SES and SL/ST Compensation options with the group. There were four options that used the same pay adjustment and performance award ranges as the FY 2015 compensation plan, but with increases to the performance

award pool. The Executive Order on "Strengthening the SES" changed the award spending to 7.50% for FY 2017.

- Vote: The ERB voted to increase the performance award pool, but recommended lowering to be closer to 2010 spending, approximately 6.8% to 7.0%. Based on feedback from the 2015 Performance Review Boards, adjustments were also made to the ranges for performance awards and total compensation.
- Patty Moore: The SES rotational workgroup completed its review of USDA's SES draft rotational plan. Their biggest concern was this was more of a requirement rather than an opportunity. The Executive Order required all Federal agencies with 20 or more SES employees to submit a plan to the Office of Personnel Management (OPM) by May 31, 2016.
  - Action: A copy of the USDA Executive Rotation Plan was provided to the ERB on May 27<sup>th</sup> for their comments/feedback. In addition, a copy of the SES rotation operating procedures was shared with the ERB. This document addressed some key critical operating questions from OPM.
- Kimm Hobbs: OPM completed its development of a new government-wide SL/ST appraisal system. A report will be presented to the Chief Human Capital Officers Council in June 2016 to inform them of the new system. OPM anticipates releasing the new system at the end of June for Federal agencies to adopt. The ERB will need to approve implementation for USDA.

Meeting adjourned at Noon.

Next Meeting: June 30, 2016 at 9:00 a.m.

Agenda items for next meeting: Compensation plans, SES critical element weights, and SES pay setting.