



Building Rural America
National Association of Credit Specialists
of the
USDA – Farm Service Agency
Management/Personnel Committee

THE MANAGEMENT/PERSONNEL COMMITTEE MET AT THE CROWNE PLAZA HOTEL IN ROSEMONT, ILLINOIS ON JUNE 28 – JULY 2, 2014, TO REVIEW RESOLUTIONS SUBMITTED BY THE MEMBERSHIP.

THE FOLLOWING RESOLUTIONS ARE RECOMMENDED FOR ADOPTION:

Resolution 1

CONCERN: Senior Farm Loan Officers and Farm Loan Officers are the future Farm Loan Managers and therefore should be provided management training to allow them to have the skills to become future managers.

PROPOSED SOLUTION: Include Senior Farm Loan Officers and Farm Loan Officers in any future management training that is offered by the agency.

Resolution 2

CONCERN: It is taking a while to implement the pilot project (RSO) to combine Admin Staff between states.

PROPOSED SOLUTION: The Agency should commit the proper resources and leadership to accomplish the stated goals in an efficient manner.

Resolution 3

CONCERN: 16-AO Par. 286 states the following: "Each Type 1 office shall have at least 1 PT assigned FLP as a *--primary responsibility".

A survey done by NACS in 2013 showed 119 type 1 offices nationwide with no GS PT. Of the 119 only 47 offices had a CO-PT with Farm Loan Programs assigned as their primary responsibility.

PROPOSED SOLUTION: National office insure that corrective actions are taken in all type 1 offices to meet the requirements of 16-AO Par. 286.

Resolution 4

CONCERN: A survey done by NACS indicate that less than half of the type 1 offices nationwide with a CO-PT with Farm Loan Programs as their primary responsibility have the FLM as the supervisor in Empower and WebTA.

16 AO paragraph 287B states that a CO-PT with FLP as primary responsibility in a Type 1 office will have FLM as supervisor. Paragraph 287C discusses that FLM will discuss performance with CED when completing evaluation. 5PM paragraph 31 provides that FLM is rating official for CO-PT performing only FLP work. A note provides that the CED is supervisor of record and discusses workflow in EmPowHR. Clearly a conflict between 16 AO & 5 PM & undermines the FLM authority when not shown as supervisor.

PROPOSED SOLUTION: All PTs with Farm Loan Programs as their primary responsibility should have the FLM as their supervisor in Empower and WebTA. Correct 5 PM to allow FLM to be shown as supervisor and input the workflow in EmPowHR. Additionally, give FLM supervisory duties in WebTA.

Resolution 5

CONCERN: 16-AO paragraph 287D provides that the CED & FLM shall select 1 PT to be assigned all administrative duties. Paragraph 287C indicates that supervisors will consult with the other manager when completing performance evaluations.

PROPOSED SOLUTION: Correct 5-PM to require the Admin PT performance evaluations to require input from both managers and concurrence in Empower from the non-supervisory manager.

Resolution 6

CONCERN: The hiring process for the volunteer program is very cumbersome. They are now expected to complete all the same paperwork as are applicants for employment if not more. Many of these are unpaid positions and may only be a 120-300 hour position. It can take 2 months to get to the point of letting them start their first day. Then another 2-3 weeks to get a computer, eauth, accesses etc. The lincpass process was made simpler but still is very slow and in our case, our volunteer's time was over and she still had not received her card.

PROPOSED SOLUTION: Simplify the process to hire volunteers.

Resolution 7

CONCERN: The application questionnaire that is currently being used for vacancies for GS 5 Farm Loan Officer Trainees is worded as such that only a trained loan officer could meet the basic eligibility criteria. A recent college graduate would not be able to qualify.

PROPOSED SOLUTION: Design the questions to evaluate a candidate based on their knowledge of financial statements, budget, production practices, communication and agriculture. The entry level questionnaire should reflect the ability for a candidate to be trained

as that is what the FLOT trainee program is designed to do. NACS requests input in revising the application questionnaire.

Respectfully submitted by the 2013/2014 Management/Personnel Committee,

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