

## 2006 Current Fiscal Year Report: Governmentwide Relocation Advisory Board

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|   |   |                                  |                              |
|---|---|----------------------------------|------------------------------|
| <b>1. Department or Agency</b>                      |   | <b>2. Fiscal Year</b>            |                              |
| General Services Administration                     |   | 2006                             |                              |
| <b>3. Committee or Subcommittee</b>                 |   | <b>3b. GSA Committee No.</b>     |                              |
| Governmentwide Relocation Advisory Board            |   | 21506                            |                              |
| <b>4. Is this New During Fiscal Year?</b>           | <b>5. Current Charter</b>                 | <b>6. Expected Renewal Date</b>  | <b>7. Expected Term Date</b> |
| No  | 07/15/2005                                |                                  | 12/31/2005                   |
| <b>8a. Was Terminated During FiscalYear?</b>        | <b>8b. Specific Termination Authority</b> | <b>8c. Actual Term Date</b>      |                              |
| Yes   |   | 12/31/2005                       |                              |
| <b>9. Agency Recommendation for Next FiscalYear</b> | <b>10a. Legislation Req to Terminate?</b> | <b>10b. Legislation Pending?</b> |                              |
| Terminate   | No  |                                  |                              |
| <b>11. Establishment Authority</b>                  | Agency Authority                          |                                  |                              |
| <b>12. Specific Establishment Authority</b>         | <b>13. Effective Date</b>                 | <b>14. Committee Type</b>        | <b>14c. Presidential?</b>    |
| GSA Determination                                   | 06/14/2004                                | Ad hoc                           | No                           |
| <b>15. Description of Committee</b>                 | Non Scientific Program Advisory Board     |                                  |                              |
| <b>16a. Total Number of Reports</b>                 | No Reports for this FiscalYear            |                                  |                              |
| <b>17a. Open Meetings and Dates</b>                 | <b>17b. Closed</b>                        | <b>17c. Partially Closed</b>     | <b>Other Activities</b>      |
| No Meetings   | 0   | 0                                | 0                            |

|   | Current FY | Next FY |
|---|------------|---------|
| <b>18a(1). Personnel Pmts to Non-Federal Members</b>                  | \$0.00     | \$0.00  |
| <b>18a(2). Personnel Pmts to Federal Members</b>                      | \$0.00     | \$0.00  |
| <b>18a(3). Personnel Pmts to Federal Staff</b>                        | \$0.00     | \$0.00  |
| <b>18a(4). Personnel Pmts to Non-Member Consultants</b>               | \$0.00     | \$0.00  |
| <b>18b(1). Travel and Per Diem to Non-Federal Members</b>             | \$0.00     | \$0.00  |
| <b>18b(2). Travel and Per Diem to Federal Members</b>                 | \$0.00     | \$0.00  |
| <b>18b(3). Travel and Per Diem to Federal Staff</b>                   | \$0.00     | \$0.00  |
| <b>18b(4). Travel and Per Diem to Non-member Consultants</b>          | \$0.00     | \$0.00  |
| <b>18c. Other(rents,user charges, graphics, printing, mail, etc.)</b> | \$500.00   | \$0.00  |
| <b>18d. Total</b>   | \$500.00   | \$0.00  |

## **19. Federal Staff Support Years (FTE)**

0.00 0.00

### **20a. How does the Committee accomplish its purpose?**

The Governmentwide Relocation Advisory Board's (Board) mission is to provide advice and recommendations on improving the business processes for managing governmentwide employee relocation. To accomplish this, the Board will focus its effort on five major areas: residence transactions, transportation and storage, budget and tracking, administration and management, and relocation reimbursement. The goal of the Board is to fully understand the methods and processes of the current governmentwide relocation programs as they relate these five areas. This examination will include a close examination of the Federal Travel Regulation and how it compares with industry best practices. Once the current relocation processes are identified, the Board will compare Federal processes to industry standard and best practices looking for improvements for better management control of the relocation processes governmentwide.

### **20b. How does the Committee balance its membership?**

The Board's membership provides a wide variety of perspectives on the relocation industry. The membership includes representatives from the corporate relocation managers, transportation and storage associations, relocation associations, third party service providers and Federal relocation managers. The diversity of members' backgrounds helps ensure that the policy recommendations presented to General Services Administration's management will be balanced to the benefit of the Federal Government.

### **20c. How frequent and relevant are the Committee Meetings?**

The Board's final report was accepted on 9/21/05. The Board terminated on 12/31/05. No meetings have been held in FY 2006.

### **20d. Why can't the advice or information this committee provides be obtained elsewhere?**

There is strong sentiment from the General Services Administration and its stakeholders that the governmentwide relocation processes need to be updated and streamlined to make better use of government resources. Congressional interest in this area is focused on the belief that agencies are not managing the relocation assets effectively or efficiently and cannot demonstrate adequate management control.

### **20e. Why is it necessary to close and/or partially closed committee meetings?**

No meetings are expected to be closed.

## 21. Remarks

N/A at this time.

### Designated Federal Officer

Patrick O'Grady DFO

| Committee Members | Start      | End        | Occupation  | Member Designation                       |
|-------------------|------------|------------|---|--|
| Caffi, May        | 07/09/2004 | 12/31/2005 | Marriott International, Inc.  | Special Government Employee (SGE) Member |
| Collie, Cris      | 07/09/2004 | 12/31/2005 | Employee Relocation Council   | Representative Member                    |
| Davis, Gail       | 07/09/2004 | 12/31/2005 | Ernst & Young LLP   | Special Government Employee (SGE) Member |
| Delmonico, Tauna  | 07/09/2004 | 12/31/2005 | GSA-Federal Supply Schedule (FSS)                                     | Regular Government Employee (RGE) Member |
| Harrison, Joe     | 07/09/2004 | 12/31/2005 | American Moving and Storage Association                               | Representative Member                    |
| Harte, James      | 12/01/2004 | 12/31/2005 | General Services Administration                                       | Regular Government Employee (RGE) Member |
| Kelly, Jack       | 07/09/2004 | 12/31/2005 | Office of Management and Budget (OMB)                                 | Regular Government Employee (RGE) Member |
| Mahaney, Ed       | 07/09/2004 | 12/31/2005 | Federal Deposit Insurance Corporation (FDIC)                          | Regular Government Employee (RGE) Member |
| Mikowicz, Jerome  | 08/20/2004 | 12/31/2005 | Manager Salary and Wage Systems Group; Office of Personnel Management | Regular Government Employee (RGE) Member |
| Owens, Linda      | 01/15/2005 | 12/31/2005 | Circuit City Stores, INC  | Special Government Employee (SGE) Member |
| Pierce, Calvin    | 07/09/2004 | 12/31/2005 | Department of Defense   | Regular Government Employee (RGE) Member |
| Tirrell, William  | 10/22/2004 | 12/31/2005 | Department of Defense, U.S. Army                                      | Regular Government Employee (RGE) Member |
| Trent, Richard    | 07/09/2004 | 12/31/2005 | Bureau of Alcohol, Tobacco & Firearms                                 | Regular Government Employee (RGE) Member |
| Ulrich, Rod       | 07/09/2004 | 12/31/2005 | Department of Justice   | Regular Government Employee (RGE) Member |

**Number of Committee Members Listed: 14**

### Narrative Description

The mission of the Board has been to review current policies promulgated through the Federal Travel Regulation (FTR) for relocation and associated processes including reimbursements and allowances for Federal relocation employees. The committee will examine and analyze these regulations in accordance with current commercial best practices. Balancing the needs of the transferee with the overall cost of relocation to the government and ensuring that GSA and the Federal agencies have the necessary tools to manage relocation efficiently and effectively.

**What are the most significant program outcomes associated with this committee?**

Checked if Applies

Improvements to health or safety



- Trust in government
- Major policy changes
- Advance in scientific research
- Effective grant making
- Improved service delivery
- Increased customer satisfaction
- Implementation of laws or regulatory requirements
- Other

**Outcome Comments**

NA

**What are the cost savings associated with this committee?**

Checked if Applies

- None
- Unable to Determine
- Under \$100,000
- \$100,000 - \$500,000
- \$500,001 - \$1,000,000
- \$1,000,001 - \$5,000,000
- \$5,000,001 - \$10,000,000
- Over \$10,000,000
- Cost Savings Other

**Cost Savings Comments**

Implementing certain GRAB recommendations will raise federal spending on relocation by small amounts, and implementing others will lower federal spending by small amounts. More significantly, the GRAB estimates that full implementation of their recommendations concerning home sale transactions will save the government \$35.1 million per year. It is clear from the GRAB report that this estimate has a large margin of error, but we can say with confidence that the potential savings are greater than \$10 million per year.

**What is the approximate Number of recommendations produced by this committee for the life of the committee?**

152

**Number of Recommendations Comments**

GSA analysis of the GRAB recommendations identified 152 specific action items.

**What is the approximate Percentage of these recommendations that have been or will be Fully implemented by the agency?**

90%

**% of Recommendations Fully Implemented Comments**

Percentage that have been or will be fully implemented - 90% - GSA has rejected 13 of the GRAB recommendations. GSA intends to implement the remaining 139, although in some cases GSA is modifying the action while keeping the GRAB's intent.

**What is the approximate Percentage of these recommendations that have been or will be Partially implemented by the agency?**

0%

**% of Recommendations Partially Implemented Comments**

NA

**Does the agency provide the committee with feedback regarding actions taken to implement recommendations or advice offered?**

Yes  No  Not Applicable

**Agency Feedback Comments**

Feed back will be provided annually to the Board members via a meeting or conference call.

**What other actions has the agency taken as a result of the committee's advice or recommendation?**

|                                   | Checked if Applies                  |
|-----------------------------------|-------------------------------------|
| Reorganized Priorities            | <input checked="" type="checkbox"/> |
| Reallocated resources             | <input checked="" type="checkbox"/> |
| Issued new regulation             | <input checked="" type="checkbox"/> |
| Proposed legislation              | <input checked="" type="checkbox"/> |
| Approved grants or other payments | <input type="checkbox"/>            |
| Other                             | <input type="checkbox"/>            |

**Action Comments**

GSA's Office of Travel, Transportation and Asset Management has organized a team called the Relocation Action Team (RAT) to advise and implement the recommendations.

**Is the Committee engaged in the review of applications for grants?**

No

**Grant Review Comments**

NA

**How is access provided to the information for the Committee's documentation?**

Checked if Applies

Contact DFO



Online Agency Web Site



Online Committee Web Site



Online GSA FACA Web Site



Publications



Other



**Access Comments**

N/A