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United States
Department
of Agriculture

Forest
Service

Washington Office

14th & Independence SW
P.O. Box 96090
Washington, DC 20090-6090

File Code: 3400

Date: JAN 5 1999

Subject: Wood Import Pest Risk Assessment Team

To: Regional Forester, R-6, Station Director, PSW,
Station Director, NE, Area Director, and Director, FPL

The Animal and Plant Health Inspection Service (APHIS) has requested Forest Service help in preparing a pest risk assessment (PRA) to evaluate the threat that insects and disease causing organisms which might be transported in solid wood packing material pose to the United States forest and tree resources. APHIS will use this assessment as the first step in determining whether solid wood packing material imported into the United States should be subject to more stringent regulations than currently exist.

Over the years, import of exotic insects and disease like chestnut blight, Dutch elm disease, and gypsy moth has greatly impacted our forests. APHIS is taking action at this time because of the recent introduction of the Asian long-horned beetle into New York and Chicago, along with numerous interceptions of other forest and tree pests in solid wood packing material from China.

We believe that import of untreated solid wood packing material poses a clear and present danger to the United States forest resources. The timeframe for completing the PRA is very short. It must be done in April, 1999, and prepared in a quality manner. Therefore, I have agreed to provide APHIS the assistance they have requested. I appreciate your making Dennis Haugen, Joseph O'Brien, Andris Eglitis, Harold Burdsall, Michael Haverty, and William Wallner available to work on this assessment.

MIKE DOMBECK
Chief

cc:

Dennis Haugen, NA
Joseph O'Brien, NA
Andris Eglitis, R-6
Harold Burdsall, FPL
Michael Haverty, PSW
William Wallner, NE





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14th & Independence SW
P.O. Box 96090
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File Code: 6140/1700
Route To: 6100

Date: JAN 11 1999

Subject: Senior Executive Service Candidate Development Program

To: Senior Executive Service Candidate Development Program Selectees

Catherine Beaty, R-6
Tamara Hanan, R-4
Ruth McWilliams, CF
John Toliver, RM

Sally Collins, R-6
Joel Holtrop, RGE
Jimmy Reaves, R&D
Eurial Turner, R-8

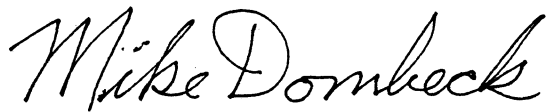
The Secretary and I share the goal of ensuring that the Department of Agriculture (USDA) is a leader in the area of civil rights. I am personally committed to seeing that each employee is respected, accepted, and appreciated. I expect senior leaders in the Forest Service to share that commitment and model behavior that moves us toward our goal. As senior leaders we must individually step forward to initiate actions that bring about these positive results. As part of your Senior Executive Service Candidate Development Program (SESCDP), I am assigning each of you as members of my cadre of resolving officials for complex Equal Employment Opportunity (EEO) cases, as well as designating you as Impartial Reprisal Panel members for the USDA Reprisal Panel initiative (Personnel Bulletin 752-1). By having you as members of my cadre of resolving officials and as Impartial Reprisal Panel members, we will stay at the forefront in creating and maintaining a positive work environment.

Part of your 18 month development program will involve two 60-day assignments. One (or part) of these will be in our Washington Office, Civil Rights Staff, which will be coordinated by the Director of Civil Rights. A portion of your assignment should be outside the Forest Service. You will need to set up that assignment yourself and advise the WO-HRM office once it is arranged. I encourage you to consider assignments in line with our Service First Initiative. Job swaps with Bureau of Land Management and other individuals also in USDA Senior Executive Service Candidate Development Program are a likely place to start your assignment search.

To prepare you for your civil rights assignment, part of your development program will consist of training in the field of mediation. This is typically done through organizations such as the Atlanta Justice Center and when completed you will be certified mediators. We will enhance your mediation training with advanced training in interest based problem resolution, and Equal Employment Opportunity laws and practices.



If you have any questions concerning the developmental assignments or project please contact Clyde Thompson, Deputy Chief for Business Operations at (202) 205-1709, and for questions concerning the SESCDP, please contact Steve Nelson, Director, Human Resources management, (703) 605-5200 extension 3101.

A handwritten signature in cursive script that reads "Mike Dombek". The letters are fluid and connected, with a large, stylized "M" and "D".

MIKE DOMBECK
Chief



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Washington, DC 20090-6090

File Code: 1550

Date: JAN 14 1999

Mr. Valery Shubin
Chief of the Federal
Forest Service of Russia
Pyatnitskaya str., 59/19
Moscow 113184
RUSSIA

Dear Mr. Shubin:

First of all, on behalf of the USDA Forest Service, I would like to extend to you and your staff best wishes for the new year. I hope this year will bring even greater cooperation between the USDA Forest Service and the Federal Forest Service of Russia.

I would also like to reply with respect to the Draft International Boreal Forests Research Association Memorandum of Understanding that you forwarded to me in late October. We have reviewed the document and approve the Draft. I have designated Dr. Valdis Mezainis, Director of International Programs, to be responsible for the execution of this document on behalf of the USDA Forest Service. Dr. Mezainis will be glad to work with you in obtaining final clearance for this document. Please contact him if you or Mr. Pisarenko have any questions.

Sincerely,

MIKE DOMBECK
Chief





United States
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14th & Independence SW
P. O. Box 96090
Washington, DC 20090-6090

file

File Code:

Date: January 15, 1999

Mr. Dick Neves
Virginia Polytechnic Institute
Department of Fisheries and Wildlife Sciences
College of Forestry and Wildlife Resources
Mail Code 0321
Blacksburg, VA 24061

Dear Dick:

What a wonderful selection of posters! Thank you for thinking of me. Now if I can just find the best places to hang them where they will be most appreciated.

I appreciate all the work you do to protect our lands.

Sincerely,

Mike

MIKE DOMBECK
Chief



1/6/98



VIRGINIA POLYTECHNIC INSTITUTE
AND STATE UNIVERSITY

Department of Fisheries and Wildlife Sciences
College of Forestry and Wildlife Resources
Mail Code 0321, Blacksburg, Virginia 24061
(540) 231-5573 Fax: (540) 231-7580

*Donner -
Need Thanks
include Gray
document.
ls*

Jeffrey come?!

Memo

To: Mike Dombeck, USFS
From: Dick Neves, BRD-USGS
Date: December 11, 1998
Subject: Posters

Here is a set of posters on aquatic species to dress up your office. As guardian of aquatic resources on national forest lands, I thought you would appreciate what it is that we are protecting from mismanagement and neglect.

/cwl



United States
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14th & Independence SW
P. O. Box 96090
Washington, DC 20090-6090

File Code:

Date: January 15, 1999

Mr. Mark Van Putten, President
National Wildlife Federation
8925 Leesburg Pike
Vienna, VA 22184-0001

Dear Mark:

Thank you for the copy of the video, *"Protecting our Water: Who's Got the Power?"*
I plan on sharing it with others in my office.

I also want to again express my thanks for the evening spent at your house. It was a great opportunity for me to meet your Directors in a relaxed atmosphere.

Sincerely,

MIKE DOMBECK
Chief





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14th & Independence SW
P. O. Box 96090
Washington, DC 20090-6090

File Code: 2300

Date: JAN 19 1999

Dear PIT Volunteers and FS PIT Leaders:

It is with great pleasure that I congratulate you on the 10-year anniversary of Passport In Time! From its humble beginnings with a handful of projects in our Eastern Region to a record 142 projects listed in this PIT Traveler in all nine of our regions, PIT is one of the Forest Service's greatest success stories. I consider among PIT's successes, more than the hundreds of historic and prehistoric sites that have been located, evaluated, interpreted, and made accessible to the public; I consider also the friendships between the PIT volunteers and their Forest Service hosts. Such direct relationships are rare in today's fastpaced, natural resource agencies, and they are the basis of good land management.

I thank you both, PIT volunteers and Forest Service PIT leaders alike, for your enthusiasm and dedication to stewardship of our valuable heritage resources. We can't begin to manage for the future if we don't understand the past. On this brink of the 21st Century, the Forest Service is initiating its Natural Resource Agenda to lead conservation of public lands in the new millennium. Passport In Time represents the best way to do that; with sound science and the help of the public. I am proud to support this program. Hopefully, during PIT's second decade, I will have the opportunity to meet some of you in person. I look forward to it!

Sincerely,

MIKE DOMBECK
Chief





United States
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Washington Office

14th & Independence SW
P.O. Box 96090
Washington, DC 20090-6090

File Code: 1000

Date: JAN 19 1999

Route To:

Subject: Forest Service Employees for Environmental Ethics Letter

To: All Employees

As you are all probably aware, a private organization, Forest Service Employees for Environmental Ethics (FSEEE) has electronically mailed a letter to many of your IBM in-boxes asking you to sign a letter advocating certain positions regarding our road and roadless area proposals.

The Office of the General Counsel and the Deputy Chief for Operations inform me that those who have signed the letter have not violated the Hatch Act, various lobbying prohibitions, or other agency policies. I want to make it very clear that I support the open and frank exchange of views and ideas and truly appreciate hearing what my employees have to say about these and all other Forest Service issues and proposals.

I am aware that this issue raised many concerns regarding agency policies on lobbying issues and computer use policy. I am asking the Deputy Chief for Operations to issue or reissue clarifying direction to all field units.

MIKE DOMBECK
Chief





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P. O. Box 96090
Washington, DC 20090-6090

File Code: 3200

Date: JAN 25 1999

Honorable Susan M. Collins
United States Senate
172 Russell Senate Office Building
Washington, D.C. 20510-4502

Dear Senator Collins:

Thank you for your letter of December 7, 1998, recommending that \$2 million of the fiscal year (FY) 1999 Forest Legacy Budget be used for the Nicatous Lake project. Your interest in the Forest Legacy Program and using it as a resource to fund the acquisition of a conservation easement on the Nicatous Lake property is encouraging. This is a beautiful property which is one of the many important tracts in line for funding through the Forest Legacy Program. In an evaluation and ranking of FY1999 Forest Legacy projects within the 20 States of the Northeastern Area, Nicatous Lake was rated a top priority along with three other properties.

However, within the available FY 1999 funds for Forest Legacy, we cannot completely fund all of the top projects nationwide. As you know, the Nicatous Lake property would cost the Legacy Program approximately \$4 million, the highest amount sought for a project this year, and over half of the total FY 1999 appropriation. Thus, because of the limited appropriations, we have begun a staged financing of the Nicatous Lake tract. Michael Rains, Director of the Forest Service's Northeastern Area and Maine State Forester, Charles Gadzik, have agreed to fund \$1 million of the cost this fiscal year. Depending on the appropriations for the Forest Legacy Program in FY 2000, we will either continue the staged financing process, or complete the purchase.

This is the highest priority Forest Legacy project within the Northeastern Area for FY 2000. The President will be releasing the proposed FY 2000 budget on February 1, 1999. We know from his announcement of the Lands Legacy Initiatives on January 12 that the Forest Legacy Program is proposed for \$50 million in FY 2000. Your continued support of the Forest Legacy Program in FY 2000 will help conserve our forests for future generations.

I have sent an identical letter to the Honorable Olympia Snowe. If you have any questions, please contact me or Michael T. Rains, Director of the Northeastern Area.

Sincerely,

MIKE DOMBECK
Chief





United States
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Service

Washington
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14th & Independence SW
P. O. Box 96090
Washington, DC 20090-6090

File Code: 3200

Date: JAN 25 1999

Honorable Olympia Snowe
United States Senate
250 Russell Senate Office Building
Washington, D.C. 20510-4502

Dear Senator Snowe:

Thank you for your letter of December 7, 1998, recommending that \$2 million of the fiscal year (FY) 1999 Forest Legacy Budget be used for the Nicauous Lake project. Your interest in the Forest Legacy Program and using it as a resource to fund the acquisition of a conservation easement on the Nicauous Lake property is encouraging. This is a beautiful property which is one of the many important tracts in line for funding through the Forest Legacy Program. In an evaluation and ranking of FY1999 Forest Legacy projects within the 20 States of the Northeastern Area, Nicauous Lake was rated a top priority along with three other properties.

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Sincerely,

MIKE DOMBECK
Chief





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P. O. Box 96090
Washington, DC 20090-6090

File Code: 2430-2-1

Date: JAN 25 1999

Route To:

Subject: Delegation of Authority to Serve as a Nonprocurement Debarring and Suspending Official

To: Paul Brouha
Associate Deputy Chief, NFS

You are hereby delegated authority to serve as a Forest Service nonprocurement debarring or suspending official pursuant to Title 7, Part 3017 of the Code of Federal Regulations.

My authority to redelegate the authority to serve as a Forest Service nonprocurement debarring or suspending official to the Deputy Chief or an Associate Deputy Chief for the National Forest System is found at 7 CFR 3017.105 (63 FR 27667; May 20, 1998).

MIKE DOMBECK
Chief

CC: Regional Foresters



Protect America's Wild Forests

A Letter from Forest Service Employees Supporting
Responsible Stewardship of Roadless Areas



Presented to Forest Service Chief Mike Dombeck

By Forest Service Employees for
Environmental Ethics

January 28, 1999

Michael Dombeck, Chief
USDA Forest Service
14th and Independence Ave., SW
Washington, DC 20250

January 28, 1999

Dear Chief Dombeck:

We are writing as stewards of America's public forest lands and as resource professionals who are deeply concerned about road management and the protection of remaining unroaded areas. It has become increasingly clear that the existing road network, managed by federal agencies such as the U.S. Forest Service, contains thousands of miles of roads that are too expensive to maintain adequately. It is imperative that land management agencies adopt an integrated roads policy that carefully considers federal budgetary realities and takes into account the best available scientific and resource management information.

We support a thorough inventory of existing roads, coupled with your proposal to close, upgrade, or obliterate those roads that are too expensive to maintain or are causing unacceptable natural resource damage.

We also support the protection of unroaded areas that are critically important as habitat for wildlife and fish and as sources of clean water for our communities. These unroaded areas are among the few remaining areas where people go for peace, solitude, and to experience the natural beauty of the American landscape.

Scientists and resource professionals agree that unroaded areas have many benefits. In 1993, the Federal Ecosystem Management Assessment Team (FEMAT) stated, "Management activities in roadless areas will increase the risk of aquatic and riparian habitat damage ... roads represent the greatest risk to riparian and aquatic systems."

In 1994, a respected team of scientists, representing a broad range of disciplines, reported to Congress and the President that "Roadless regions constitute the least-human-disturbed forest and stream systems, the last reservoirs of ecological diversity, and the primary benchmarks for restoring ecological health and integrity."

According to the National Marine Fisheries Service, the Environmental Protection Agency, and the Fish and Wildlife Service, unroaded areas are "aquatic strongholds" that should remain unroaded. These government agencies reported, "Roads and associated management areas are often a primary source of sedimentation and damage to aquatic habitat."

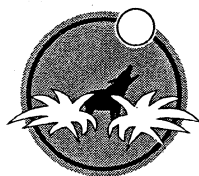
We agree with the findings and recommendations of these scientists and government agencies. The high cultural and ecological value of unroaded areas in our national forests and other public lands should be carefully safeguarded. Moreover, many of the reasons these areas remain unroaded (steepness, erodibility, high elevation or difficult access) are precisely the same reasons they should continue to be protected from road building.

As people responsible for the management of America's public lands, we support an integrated roads policy that includes the protection of unroaded areas. It is not only good management now, but provides a legacy for future generations.

Sincerely,

Signed by over 500 Forest Service employees

Note: Title and affiliation provided with each name are for identification purposes only.



**Forest Service Employees
for Environmental Ethics
P.O. Box 11615
Eugene, Oregon 97440**

**Telephone: 541-484-2692
Fax: 541-484-3004**

**Email: afseee@afseee.org
Website: WWW.afseee.org**



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INFORMATIONAL MEMORANDUM FOR ANNE K. KENNEDY, DEPUTY UNDER
SECRETARY, USDA NATURAL RESOURCES AND ENVIRONMENT

FROM: MIKE DOMBECK
Chief

JAN 29 1999

SUBJECT: FY 2000 Budget Legislative Proposals

ISSUE:

Enclosed are the legislative proposals to be included in USDA's Omnibus Bill to support the President's FY 2000 Budget.

DISCUSSION:

The Office and Management and Budget passback included provisions directing the Forest Service to develop legislation for several revenue generating accounts. Enclosed are the legislative proposals to be included in USDA's Omnibus Bill to support the President's Fiscal Year 2000 Budget for these initiatives. The enclosures include an executive summary, along with a concept paper, draft legislative proposal, and a section-by-section analysis for each of the following initiatives:

1. Timber Fair Market Value for Sealed Bids
2. Timber Sale Preparation User Fees
3. Special Forest Products
4. Stabilization of Payments to States
5. Commercial Film and Photography Permit Fee Retention
6. Fair Market Value Fees for Special Use Permit Fees
7. Concession Reform

You may contact Hank Kashdan of the Program Development and Budget Staff at 205-0987 or Thelma Strong of the Legislative Affairs staff at 205-0580, for further information.





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P.O. Box 96090
Washington, DC 20090-6090

File Code: 1000

Date: FEB 1 1999

Subject: Field Deputy Selections

To: Intermountain, Southern Regional Foresters and Northeastern Station Director

Thank you for your submissions of candidates for the Field Deputy Desk. Following in-depth review of each proposal, four have been selected for the Field Deputy Desk. These proposals, once implemented, will have a positive effect on delivery of field programs, internal coordination, and communication. The individuals selected are listed below:

Intermountain Region:

- Deb DesLaurier, Area Superintendent, Sawtooth National Recreation Area
Proposal: Communicating the Significance of the Natural Resource Agenda and Land Ethic in Today's Forest Service
- Danny Ebert, R-1/R-4 Partnership Enhancement Team Coordinator, Boise National Forest
- Proposal: Improving Partnership Coordination in the Forest Service

Southern Region:

- Kathleen Atkinson, Deputy Forest Supervisor, National Forests in Florida
Proposal: Improving Process for Employee Exchanges with External Partners

Northeastern Research Station:

- Susan Stout, Project Leader, Forestry Sciences Lab, Warren, PA
Proposal: Communicating the Strengths of Forest Service Research

Most of the remaining proposals were viewed as having merit in responding to a need within a particular program area. These have been forwarded to the Research and Development, National Forest System, State and Private Forestry, and Business Operations deputy areas where I have asked that they be further considered as detail opportunities. If these staffs wish to move forward with these proposal, will be notified by them separately.



The individuals listed should contact Leslie Weldon (202 205-2961) to begin coordinating their assignment. Thank you again for submitting a diverse and thoughtful set of proposals. We look forward to working closely with the Field Deputies.

A handwritten signature in black ink, appearing to read "Mike Dombek". The signature is fluid and cursive, with a large, stylized "M" and "D".

MIKE DOMBECK
Chief

cc: Field Deputy Candidates

Deputy Chiefs



United States
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14th & Independence SW
P. O. Box 96090
Washington, DC 20090-6090

Date: FEB 1 1999

Mr. James M. Souby
Executive Director
Western Governors' Association
600 17th Street, Suite 1705, South Tower
Denver, Colorado 80202-5452

Dear Jim:

I want to congratulate the Western Governors for their leadership in establishing the *Enlibra* doctrine and principles to improve natural resource and environmental problem solving in the West. Thank you for the invitation to attend the Environmental Summit on the West in Phoenix. I regret that I was unable to attend; however, Bertha Gillam, Director of Range Management, led a delegation of seven Forest Service leaders who actively participated in, and enjoyed the Summit.

Especially gratifying to me was the personal involvement of the governors at the Summit and the diverse group of people representing landowners, businesses, the environmental interests and leaders from all levels of government. I am pleased the meeting generated a productive dialogue and constructive comments and suggestions.

I offer my full support for the *Enlibra* principles and the positive moderate approach to meeting the challenges that currently face the Forest Service and other governmental entities. I believe these principles can provide a unifying framework that will bring citizens together to foster sustainable forest and rangeland management across all ownerships. This is the right thing to do, and an important step towards gaining greater understanding of, and agreement on, the management of all of America's forests.

To further implementation of the *Enlibra* principles, I strongly encourage all western governors to sign a single Executive Order to demonstrate unified support and to develop a preamble clarifying the principles. I also propose we discuss how the Forest Service can work collaboratively with the governors on select projects to demonstrate application of the principles across jurisdictions.

The *Enlibra* concept is compatible with the Forest Service's Natural Resources Agenda for the 21st Century, which incorporates the State and Private Forestry Action Strategy, the Clean Water Action Plan, and the land legacy and livable communities initiative proposed by the President. Our own Natural Resources Agenda is helping the Forest Service chart a new course in conservation and will benefit the people and communities we serve. Our agenda focuses on four key areas:

- Watershed health and restoration that will lead to overall ecological health;
- Sustainable Forests and Rangelands that will provide goods and services for the public for generations to come;



- National Forest Road System that meets the public's needs without degrading water and wildlife habitat and;
- Recreation that is sustainable, affordable, and provides great outdoors experience to all Americans and other visitors.

The Forest Service is very much committed to meeting these goals through effective collaborative stewardship with the public and efficient financial operations. Our new State and Private Forestry action strategy can deliver benefits to many thousands of interested landowners in rural, suburban, and urban areas. The bonds between communities must be nurtured so that the uses of America's forests can reflect the desires of its people. Only by forming coalitions among communities, conservation groups, industry, and government can we address the complexity of achieving sustainability of resources across the landscape.

Specific opportunities on our horizon are:

Land and Resource Planning: Developing forest plans in a collaborative manner will be the key to getting forest plans revised to implement a collective vision for managing healthy watersheds and landscapes. Our planning processes must be simplified and harmonized with those of adjacent jurisdictions.

Healthy Watersheds: Watershed protection is one of the primary reasons national forests were created. How we manage our forests has a profound effect on the quality and quantity of drinking water and the ability of watersheds to perform their most basic flood and flow management functions. We want to 1) restore degraded upland ecosystems and their ecological functions by recreating desirable vegetative conditions; 2) restore degraded riparian areas; 3) complete assessments of watershed function and condition; and 4) help communities restore and maintain healthy watersheds through community economic action programs, acquiring lands or granting easements in key ecological areas, and working with all landowners, be they in rural, suburban, or urban areas to improve watershed health.

Sustainable Forest and Rangeland Management: Healthy land is fundamental to human well-being and to sustainable production of goods and services. We will: 1) develop a national report on the condition of the Nation's forests based on the criteria and indicators of sustainable forest management; 2) help communities capture the benefits of forests through community-based planning and stewardship; and 3) encourage individuals to accomplish resource stewardship and conservation on an area-wide or watershed basis.

Forest Stewardship: There are multiple objectives and purposes for forest management. Many in Congress and our agency have been working on a proposal called "Stewardship Contracting" which could accomplish a suite of management activities such as water quality improvement, noxious weed treatment, forest thinning, wildlife habitat improvement, and prescribed fire. The Forest Service is now experimenting with new contracting authorities with community involvement all over the country.

Maintaining Instream Flows: The long-term productivity of National Forest System lands and associated sustainable public benefits depend upon the health of its watersheds and maintaining adequate instream flows. By ensuring instream flows, we are protecting vital resources and preserving water for

existing and future needs. These objectives can be fully realized only through close collaboration with the states.

Transportation for Access: The road system on our national forests is extensive, and in most cases is vital for public use and active management. As we work toward establishing a sustainable system, we will pay special attention to access for fire suppression, for resource management, and to the development of a transportation policy that will assist in providing managed access for future public and management needs while improving the environment.

Natural Resource Conservation Education: Conservation education should be the cornerstone for public involvement and partnerships. We are developing and implementing significant changes that will result in a conservation education program that will be an effective, dynamic means for the agency to connect the American people with the environment.

Environmental Justice: Significant improvements aimed at minority and low-income populations are being integrated into Forest Service programs and activities. One result is that potential environmental impacts are considered and documented in our decision-making process when there are related socio-economic impacts on these communities. The Natural Resource Conservation Service and Forest Service have jointly established a national position to coordinate environmental justice.

Given these emphases and others you may suggest, the Forest Service is committed to working cooperatively with the Western Governors' Association (WGA) to find ways to implement the *Enlibra* principles. Shelley Nolde will continue to function in her liaison role to WGA working on fire and other issues, and we will reassess the need for further support in the future.

I look forward to hearing from you regarding any actions necessary to advance this partnership. It is important that we work together to achieve common stewardship goals for the benefit of present and future generations.

Sincerely,

A handwritten signature in black ink that reads "Mike Dombeck". The signature is fluid and cursive, with the first name "Mike" and last name "Dombeck" clearly legible.

MIKE DOMBECK
Chief

cc: Jim Lyons, Under Secretary, NRE



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P.O. Box 96090
Washington, DC 20090-6090

File Code: 1700

Route To:

Date: FEB 8 1999

Subject: Civil Rights Policy Statement

To: All Employees

As Chief, I want our agency to be recognized as the premier conservation and research organization in the world. To make this a reality, it will take employees who know that they are valued and respected for their unique contributions. Therefore, this will be an agency that shows highest regards for our human resources.

My commitment is to building a multicultural organization. I hereby affirm that Equal Employment Opportunity law and Affirmative Employment Planning will be enforced within our workforce and featured in our services to our customers. Forest Service leadership will work with me to make this happen, as we continue the implementation of the recommendations in the "Toward a Multicultural Organization Report." I will be at the forefront in creating and maintaining a work environment where every employee is free from discrimination or harassment on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status. We will take action to resolve pending civil rights issues so that we can focus on moving forward.

While Forest Service leadership is primarily responsible for ensuring that employees are respected, accepted, and appreciated, all employees have a moral and legal responsibility to treat their colleagues with respect and in a professional manner. Therefore, each of us must demonstrate a commitment to equal opportunity for all individuals. In this agency, we will not tolerate discrimination, harassment, reprisal or baseless allegations.

I expect the strong support of every Forest Service employee in embracing the principles of equality, fairness, and justice in fulfilling our vision for leading this agency into the 21st century.

MIKE DOMBECK
Chief





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14th & Independence SW
P.O. Box 96090
Washington, DC 20090-6090

File Code: 1700
Route To: 6100

Date: FEB 8 1999

Subject: Policy Concerning Prevention of Sexual Harassment

To: All Employees

The Forest Service expressly prohibits any form of unlawful employee harassment. This includes improper actions by supervisors, coworkers, or persons outside the Forest Service, which interfere with the ability of Forest Service employees to perform their expected job duties.

Sexual harassment includes all unwelcome sexual advances, requests for sexual favors, and all other verbal or physical conduct of a sexual nature where:

- submission to or rejection of such conduct by an individual is used as the basis for decisions affecting an individual's employment; or
- such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

Sexual harassment may take many forms, including, but not limited to:

- verbal harassment or abuse of a sexual nature;
- subtle pressure or requests for sexual activity;
- unnecessary touching of an individual, for example, patting, pinching, hugging, repeated brushing against another employee's body;
- offensive sexual flirtation, advances, or propositioning;
- graphic verbal commentaries or jokes;
- sexually degrading words used to describe an individual; or
- display in the workplace of sexually suggestive objects, pictures, or writings.



Each employee of the Forest Service is responsible for creating an atmosphere free of discrimination and harassment, sexual or otherwise. Forest Service employees are also responsible for respecting the rights of their coworkers. It is the Forest Service's policy to thoroughly investigate and remedy any known incidence of unlawful harassment. In order to accomplish this policy, unlawful harassment must be brought to the attention of the appropriate authorities.

Accordingly, if any employee experiences harassment based on sex, race, or another unlawful factor, or believes she or he has been treated in an unlawful, discriminatory manner, it should not be ignored. Employees have a right and an obligation to immediately communicate their problem to those in a position to assist them. They may seek advice and counsel from their supervisor, Human Resource Management (HRM), Equal Employment Opportunity counselors/mediators, Federal Women's Program Managers, or, if in a bargaining unit, a union official.

A limited access electronic mailbox for reporting sexual harassment has been established in HRM. The mailbox will serve the same function as the previously used hotline telephone number. A person can confidentially send their name and number to this mailbox and HRM will respond to that message. HRM will ensure the privacy of individuals and the issues. Persons wanting to speak directly with HRM can contact Sherry Hooper on (703) 605-5200 extension 3075 or Karen Wagley on extension 3020.

If unlawful harassment is found to have occurred, appropriate remedial action will be taken including disciplinary action against the perpetrator up to and including removal from Federal Service. Managers and supervisors who tolerate such behavior, or who fail to take appropriate action regarding such behavior, are also subject to disciplinary action for failure to perform their supervisory or managerial duties.

Additionally, the Forest Service and Federal law prohibit any form of retaliation against any employee for making a bona fide complaint under this policy or for assisting in a complaints investigation.

For information regarding this policy, please contact Linda LeBlanc at (202) 205-0816.



MIKE DOMBECK
Chief



United States
Department
of Agriculture

Forest
Service

Washington Office

14th & Independence SW
P.O. Box 96090
Washington, DC 20090-6090

File Code: 4810

Date: FEB 8 1999

Route To:

Subject: National Private Forest-land Owners Study

To: Thomas Birch, NE
Thru: Station Director, NE

The Forest Service Forest Inventory and Analysis (FIA) Research program has been providing the public with high quality information about the status and trends of our Nation's forests for nearly 70 years. Throughout its history, FIA has been a leader in developing state-of-the-art techniques for collecting, processing, and disseminating inventory data. FIA continues to be at the forefront through the spirit and dedication of employees like you, striving to better serve our customers.

It is with great pleasure that I acknowledge and congratulate you for your dedicated effort in carrying out the 1994 Private Forest-land Owners Study. Your efforts in the development and application of sampling theory to map the attitudes and actions of the Nation's private forest-land owners over the past 20 years have been exemplary. Your numerous publications, invited presentations and consultations with a broad spectrum of customers in the public and private sectors are evidence of both your expertise and the widespread interest in patterns and trends in the ownership of forest land in the United States.

Your work in the area of forest ownership assessment is further complemented by your leadership in working with and utilizing information and data available from other Federal, State and local governments and private organizations to avoid unnecessary duplication and overlap of effort. You have clearly enhanced the prestige of the Forest Service as a "go to" agency for getting the most credible information available about our Nation's forest resources.

I also realize that this extraordinary effort would not have been successful without the full support and dedication of every staff member of the Northeastern Research Station's FIA team and I am sure you will share my congratulations to them as well.

Thanks again for your dedicated and outstanding efforts. This is truly what conservation leadership is all about.

MIKE DOMBECK
Chief

cc: Station Directors
Regional Foresters
Area Director





United States
Department of
Agriculture

Forest
Service

Washington
Office

14th & Independence SW
P. O. Box 96090
Washington, DC 20090-6090

File Code: 1600
Route To:

Date: 6661 8 831

Subject: Professional Competencies for Public Affairs Specialists

To: Regional Foresters, Station Directors, Area Director, IITF Director, and WO Staff

The enclosed set of competencies and skills for the 1035 series represents a major evolution in the professional development and employment of communication resources and people in the Forest Service. It is part of our national effort to build the most professional and experienced public affairs cadre in government to support you in meeting your responsibilities for communicating with the American public.

These 1035 competencies:

- will now serve as the basis for determining position descriptions for 1035's at all levels of the agency. They also provide the basis for determining needed training, writing individual development plans, assessing performance, recruiting new 1035 professionals, preparing job announcements, and establishing evaluation criteria for filling 1035 positions.
- promote consistent, agency-wide expectations for public affairs professionals so the Forest Service can more effectively and efficiently provide training and education to meet the increasing demands for communication expertise at all levels of the agency.
- provide a career road map so individuals can see what skills are needed for successful accomplishment in their current positions and for advancement within Forest Service public affairs.

In the very near future, we will conduct a national assessment against these competencies for both public affairs professionals and their line managers. This assessment, conducted through the intranet, will be used to determine the current level of proficiency of the Forest Service public affairs cadre, and current line manager expectations for public affairs capabilities. The results of this assessment will also be used to develop a consistent, nationwide training program for 1035's and others engaged in Forest Service communication efforts.

If you have questions about the 1035 competency program, please contact Denver James at (202) 205-1781, or David Widmark (503) 808-2238. Questions concerning the overall Forest Service Corporate Training Program should be addressed to Keith Namock of the Corporate Training staff, at (703) 605-5200 ext. 3095.

MIKE DOMBECK
Chief

Enclosure





United States
Department of
Agriculture

Forest
Service

Washington
Office

14th & Independence SW
P. O. Box 96090
Washington, DC 20090-6090

File Code: 4000

Date: FEB 8 1999

Mr. Mark Schaefer
Deputy Assistant Secretary
Water and Science
United States Department of the Interior
Washington, DC 20240

Dear Mr. Schaefer:

Thank you for your December 31, 1998, letter regarding Cooperative Ecosystem Studies Units (CESU's). I'm pleased to report that two of the research stations intend to become charter members of three of the CESU's.

The Rocky Mountain Research Station (RMRS) has extensive ongoing cooperative research with the universities in the Cooperative Ecosystem Studies Units (CESU's) in the Interior West. We recognize the CESU's provide additional opportunities for interagency cooperation and collaboration on significant projects of mutual interest. The RMRS will participate in the Colorado Plateau CESU (host is Northern Arizona University) and the Rocky Mountain CESU (host is the University of Montana). The RMRS looks forward to helping develop the missions and workplans for both CESUs and will contribute \$10,000 to each CESU to help establish the initial 5-year cooperative agreements.

The Southern Research Station (SRS) desires to improve its relationship with the University of Tennessee-Knoxville. Historically, SRS has not had a research work unit located on campus. The SRS has committed \$10,000 to become a charter member of the Southern Appalachian Mountains CESU. The SRS also wants to locate an SRS research scientist and a biological technician on the University of Tennessee campus to collaborate with the CESU. We are currently exploring all options in the search for the additional funding needed to support this move. Our current thinking is that this scientist would conduct research on neotropical migratory birds in the Southern Appalachians.

Station grants and agreements staff are currently reviewing the draft cooperative agreements and my staff will work directly with Gary Machlis to finalize the agreements.

Sincerely,

MIKE DOMBECK
Chief

cc: D. Burns, RMRS
P. Roussopoulos, SRS





United States
Department of
Agriculture

Forest
Service

Washington Office

14th & Independence SW
P.O. Box 96090
Washington, DC 20090-6090

File Code: 2500
Route To:

Date: FEB 9 1999

Subject: Clean Water Action Plan Coordination Teams

To: Regional Foresters

The Clean Water Action Plan calls for a unified federal effort in support of watershed management across all land ownership. To further this effort, the Steering Committee has divided the United States and Territories into eleven areas and is establishing a Federal Coordination Team for each area. These teams, comprised of senior regional leaders, will support a coordinated effort to implement the Clean Water Action Plan. It is expected that by the middle of March, a meeting of federal agency leadership in your Area will be held to determine how best to work together to provide cross-agency communication during the implementation of the Clean Water Action Plan. It is important that all Regions participate in this effort. In addition, the Forest Service has been asked to convene Coordination Teams in Area 1 (Portland, Oregon) and Area 3 (Salt Lake City, Utah). Accordingly, I am asking Robert Williams and Jack Blackwell to serve in the capacity of convener.

The eleven Federal Coordination Teams are being established for the purpose of providing a mechanism for federal agencies to work together in implementing the Clean Water Action Plan. There are three guiding principles for the teams: (1) strengthen collaboration and partnerships; (2) provide shared leadership; and (3) coordinate activities and assistance on a watershed basis.

The Unified Watershed Assessments called for in the Clean Water Action Plan have been completed by all of the States and some Tribes. These State and Tribal assessments report the conditions of water resources on a watershed basis and establish priority watersheds that are most in need of restoration and where protection should be focused. Each federal agency should coordinate selection of priority watersheds with other federal agencies, and with states and tribes.

It is important to emphasize that the Forest Service will continue to carry out its activities within existing authorities and policies. The purpose of the teams is simply to enhance coordination and communication across the federal family. For example, it is envisioned that the teams will provide a forum where agencies can share information about activities in support of the State and Tribal restoration efforts on priority watersheds.

Enclosed you will find additional information about the federal coordination teams, including suggested roles and functions and the names and locations of other team leaders. You will also find a map enclosed showing boundaries of the eleven areas. Please recognize that the area boundaries presented on the attached map are only suggested and can be modified at your discretion and in cooperation with adjoining coordination teams. A federal leadership group addressing watershed issues may also currently exist. If so, you may utilize this group as you see appropriate for achieving the goals of this effort.



In the coming weeks, representatives from the Clean Water Action Plan federal Steering Committee will contact you to further discuss your roles and responsibilities. A separate package containing supplemental information will also be forwarded to you for your review. Watershed and Air Management staff will provide you with assistance in implementation of this task and others related to the Clean Water Action Plan. Please direct your requests for assistance to Warren Harper, WSA, 202-205-1671, wharper/wo, wharper/wo@fs.fed.us.

Thank you for your assistance with implementation of the Clean Water Action Plan and for your support of this extremely important initiative. Implementation of the Clean Water Action Plan will help to ensure watershed protection and will help to further our Natural Resource Agenda.



MIKE DOMBECK
CHIEF

cc:Jim Lyons, Under Secretary, Natural Resources and Environment



United States
Department
of Agriculture

Forest
Service

Washington Office

14th & Independence SW
P.O. Box 96090
Washington, DC 20090-6090

File Code: 7700

Route To:

Date: FEB 11 1999

Subject: Decision to Suspend Road Construction in Unroaded Areas

To: All Forest Service Employees

Throughout my first year as Chief our agency frequently found itself on the defensive concerning conservation issues. Many of us became frustrated as our efforts to advance a positive natural resource agenda became focused on a few problem areas at the expense of our many successes. In 1998, we decided on a different approach toward redeeming our role as conservation leaders. At both the spring and summer national leadership conferences, Forest Service leadership deliberated on our natural resource priorities and most pressing issues. The natural resource agenda emerged from these deliberations.

One of the first steps we took was proposing to change the way we manage roads and unroaded areas. In January 1998, I announced that the Forest Service was developing a new road policy. I want this policy to lead us to make better decisions about:

- Where, when, and if to build new roads in roaded as well as unroaded areas.
- How to decommission roads that are not needed, not used, or are a risk to the environment.
- How to find sustainable funding for future road management.

Today, I am pleased to implement the suspension we proposed, with some changes based on your input and comments from the public. No new roads will be built for up to 18 months in a wide variety of our most valuable unroaded areas.

Our long-term objective is to have a transportation system for National Forest System lands with fewer miles of roads of higher quality than are presently in the system. Such an outcome would link closely with our focus on clean water and healthy landscapes. We can and should have a road system that provides efficient and safe public access in a manner that protects the land's health. A system that reduces risks from erosion and flooding in headwaters and other sensitive areas, and does not adversely impact watersheds and wildlife habitat. To achieve those outcomes, we simply have to take this 'time-out' from building new roads in unroaded areas. As I have said before, when you're in a hole, the first thing to do is put the shovel down.

As with any decision, there will be supporters and critics, and we will continue to seek common ground between competing interests while doing what is best on the land. Critical to this effort will be a thorough understanding by all Forest Service employees of what we are doing, and why we are doing it. This proposal has been thoroughly discussed in the national and regional media, and all of us have heard from Congress, interest groups and hundreds of citizens as well.

I expect this decision to be implemented fully and uniformly wherever it applies within the National Forest System. I want you to be thoroughly familiar with this decision, and our rationale for it. Please take the time to read the interim rule, press release, and Q&As located on



the roads internet website at www.fs.fed.us/news/roads. This information is available so that you will be comfortable discussing this decision with constituents, other agencies, and the public.

The team leaders for this effort and I cannot do all the management, outreach and coordination that will ensure success for an effort of this magnitude. All Forest Service employees need to be informed and involved as we implement this first step toward a comprehensive policy for a national forest transportation system. I know that your support will help us accomplish this objective.

A handwritten signature in black ink, appearing to read "Mike Dombeck". The signature is fluid and cursive, with the first name "Mike" and last name "Dombeck" clearly distinguishable.

MIKE DOMBECK
Chief



File Code: 7700

Date: FEB 11 1999

Route To:

Subject: Decision to Suspend Road Construction in Unroaded Areas

To: Regional Foresters, Station Directors, Area Director, IITF Director, and Deputy Chiefs

Throughout my first year as Chief our agency frequently found itself on the defensive concerning conservation issues. Many of us became frustrated as our efforts to advance a positive natural resource agenda became focused on a few problem areas at the expense of our many successes. In 1998, we decided on a different approach toward redeeming our role as conservation leaders. At both the spring and summer national leadership conferences, Forest Service leadership deliberated on our natural resource priorities and most pressing issues. The natural resource agenda emerged from these deliberations.

One of the first steps we took was proposing to change the way we manage roads and unroaded areas. In January 1998, I announced that the Forest Service was developing a new road policy. I want this policy to lead us to make better decisions about:

- Where, when, and if to build new roads in roaded as well as unroaded areas.
- How to decommission roads that are not needed, not used, or are a risk to the environment.
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As with any decision, there will be supporters and critics, and we will continue to seek common ground between competing interests while doing what is best on the land. Critical to this effort will be a thorough understanding by line and staff officers of what we are doing, and why we are doing it. This proposal has been thoroughly discussed in the national and regional media, and all of us have heard from Congress, interest groups and hundreds of citizens as well.

I expect this decision to be implemented fully and uniformly wherever it applies within the National Forest System. I want you to be thoroughly familiar with this decision, and our



rationale for it. Please take the time to read the interim rule, press release, and Q&As located on the roads internet website at www.fs.fed.us/news/roads. This information is available so that you will be comfortable discussing this decision with constituents, other agencies, and the public.

We also anticipate that there may be intense local interest at the forest and district levels. Please ensure that your spokespeople, and particularly your frontliners, are well versed on this issue so that they can either answer basic questions from constituents, or refer them to the appropriate people.

The team leaders for this effort and I cannot do all the management, outreach and coordination that will ensure success for an effort of this magnitude. All Forest Service employees need to be informed and involved as we implement this first step toward a comprehensive policy for a national forest transportation system. I know that your support will help us accomplish this objective.

A handwritten signature in black ink, reading "Mike Dombeck". The signature is fluid and cursive, with the first name "Mike" and last name "Dombeck" clearly distinguishable.

MIKE DOMBECK
Chief



United States
Department
of Agriculture

Forest
Service

Washington Office

14th & Independence SW
P.O. Box 96090
Washington, DC 20090-6090

File Code: 1360
Route To:

Date: February 12, 1999

Subject: Personnel Actions

To: All Employees

During the time I have been with the Forest Service, I have emphasized the need for good business management to complement the fine job we do in natural resource management. It is imperative that the Forest Service demand accountability of all employees to demonstrate that we can fulfill our mission in an effective and efficient fashion.

As you know, I asked Francis Pandolfi to join the Forest Service to lead the effort in bringing stronger business management and meaningful accountability to the Agency. In the two years that Francis has been with us, we have made significant strides in improving our performance in these areas. Therefore, I'm sad to have to tell you that, at the end of February, Francis will return to his home in New York State to spend more time with his family, to write, and to work more with some of the environmental organizations where he was previously active. I will miss him and his wise counsel and I know that will be true for many of you as well. However, Francis has agreed to be available on a consultant basis to continue to provide us with his expertise and assure a smooth transition.

It is imperative that the Forest Service continue the initiatives Francis has started. I am very pleased to tell you that I have asked Phil Janik to take over the job of Chief Operating Officer. Phil has agreed to do this, effective March 1, 1999, and has my full support as well as that of Secretary Glickman and Under Secretary Lyons. In addition, I have asked Phil to oversee S&PF and International Programs. Janice McDougale will take over as Acting Deputy Chief, State and Private Forestry.

Please join me in thanking Francis for his important contribution to the Forest Service and to wish him all the best as he begins yet another career and to Phil as he takes over responsibility for a challenging and critically important assignment.

MIKE DOMBECK
Chief





United States
Department
of Agriculture

Forest
Service

Washington Office

14th & Independence SW
P.O. Box 96090
Washington, DC 20090-6090

File Code: 6320

Date: FEB 12 1999

Route To:

Subject: Request for Contract Action: Region-5 Review

To: Director, Acquisition Management


Please add the enclosed request to your annual acquisition plan. The recent retirement of the Regional Forester in Region 5 has made this review necessary. I need the results of this review to help the next Regional Forester and the employees transcend the contentious problems that have characterized the region for nearly two decades.

This request needs your urgent attention. I would like a contractor to begin work on or about March 15, 1999.

MIKE DOMBECK
Chief

Enclosure



REQUEST FOR CONTRACT ACTION (Reference FSH 6309.31)		TO: ADMINISTRATIVE SERVICES		Date of Request February 11, 1999	
		Name and Address of Requesting Unit Chief's Office 4th Floor, NW P.O. Box 96090 Washington, DC 20090-6090			
PROJECT		Type (x appropriate box) <input type="checkbox"/> construction of public works <input checked="" type="checkbox"/> non-personal services <input type="checkbox"/> Personal Property			
Name and Project Description Review of Management Challenges in the Pacific Southwest Region of the USDA Forest Service. Review and analyze the current management context in PSW Region, with respect to human resource and natural resource issues. Develop initial summary suggestions about potential solutions to the problems. Provide a verbal and written report to the Chief including at a minimum the following: (1) Factual definition and description of the top half-dozen human resource and natural resource challenges; (2) Identification and description of the causes of these challenges; (3) Initial summary suggestions about the types of actions and solutions needed to resolve the problems.					
LOCATION		State		County	
				Unit	
Brief description of how project can be located by prospective bidders					
PROGRAM DATA		Available Appropriations Chargeable 190115		Quarter Apportioned	
				Estimate of Cost (Confidential) \$90,000	
Recommended Contract Time 30 days		Desired Date for Starting Work March 15, 1999		Pre-Bid Meeting or Tour Desired	
Desired Date for Pre-Bid Mtg.					
Person to Contact for Additional Information (Name) Dave Radloff		Address Chief's Office, PO Box 96090, Wash., DC		Telephone Number 202-205-1369	
Qualified Contracting Officers Representative (Name)		Address		Telephone Number	
ATTACHMENTS		<input type="checkbox"/> Schedule of Items, Pages _____		<input type="checkbox"/> Specifications, Pages _____	
<input type="checkbox"/> Supplementation Specifications, Pages _____		<input type="checkbox"/> Plans, Drawings and Maps (Including Itemized List)			
<input type="checkbox"/> Form 7700-18 (For Roads, Trails and Bridges Only)		<input type="checkbox"/> List of Interested Prospective Bidders			
Other Attachments or Remarks					
SIGNATURE 		TITLE Spl. Assistant to Chief		DATE 2/12/99	

DISTRIBUTION
Original - Contracting Office
Yellow - Technical S

Pink - Budget Office
Blue - Requesting Unit File

FS-6300-4(3-80)

2/12/99

Statement of Work

Review of Management Challenges in the Pacific Southwest Region of the USDA Forest Service

Background: For two decades, the Pacific Southwest Region (Region 5) of the USDA Forest Service has been embroiled in contentious human resource issues concerning equal employment opportunity and civil rights. The issue has involved class action lawsuits, court rulings, organizational changes and procedural changes as attempts to resolve perceived problems. During the past five to ten years, several high profile natural resource issues have emerged, adding to the management complexities of the Region. These include significant reductions in traditional levels of timber harvest, Sierra Nevada ecosystem-scale planning, citizen efforts to oversee management of the national forests, and lawsuits affecting the management of large areas of the Region. The result has been an emotionally charged, contentious management environment that has faced the regional leadership. Since the mid-1980s, a succession of four Regional Foresters has attempted to resolve these complex issues without making enough progress to satisfy the expectations of the Region or the National Headquarters. Although some progress has been made, long-term strategic solutions have not been achieved.

The Issue: Currently, the regional leadership is in transition; the Regional Forester position is vacant, two of three Deputy Regional Foresters are new to the Region, and new working relationships with the National Headquarters are developing because of recent organizational changes in the Washington Office. The Chief of the Forest Service needs unbiased, factual information about the management situation in the Region to enable a wise selection of the next Regional Forester and to aid the Region in developing plans to address its complex issues. The next Regional Forester needs the same kind of information so that he or she can begin immediately to deal with the issues at hand. Independent, factual information will help both the Chief and Regional Forester deal with the abundance of prejudicial advice they receive about the Region.

The Task: The primary objective is fact finding. The contractor will review and analyze the current management context in Region 5 with respect to human resource and natural resource issues. A secondary objective is problem solving. Based on the facts discovered about management issues, the contractor will develop initial suggestions about potential solutions to the problems. The project is to be accomplished in 30 days from the date of the contract. The product will be a verbal and written report to the Chief including at a minimum the following:

1. Factual definition and description of the top half-dozen human resource and natural resource management challenges in Region 5.
2. Identification and description of the causes of these challenges.
3. Initial summary suggestions about the types of actions and solutions needed to resolve the problems.

Approach: The specific approach to this work will be developed cooperatively between the contractor and the Chief's representative, based on the methodology recommended by the contractor. The entire project, including fact-finding, analysis, and reporting must be accomplished within 30 days of the date of issue of the contract. The approach might include--but is not limited to--any or all of the following methods: review of written records of past internal studies of Region 5; review of written documents from external sources such as court orders and lawsuits; review of documented Forest Service plans; interviews with Washington office, regional office, national forest, and ranger district personnel; interviews with former employees and retirees; interviews with stakeholders; focus group meetings; site visits. The Chief's representative will be available full-time to work with the contractor during the entire project. The Forest Service will assemble historical information for the contractor and will facilitate any required meetings with current and past employees, stakeholders, etc., in order to expedite the work of the contractor.

2/12/99

PROPOSED CONTRACTS FOR
ADVISORY AND ASSISTANCE SERVICES

1. Name, agency, office address, and telephone number of person to contact about the proposed procurement.

David Radloff
Chief's Office, 4th Floor NW
P.O. Box 96090
Washington, DC 20090
202-205-1369
dradloff/wo

2. Describe the services to be performed, including any deliverables to be provided. Attach a copy of the statement of work, if one has been prepared.

The contractor will review the human resources and natural resources issues that face the leadership of the Pacific Southwest Region (Region 5) of the UDSA Forest Service. The review might include any or all of the following methods as well as others to be determined with the contractor: review of written records of past internal studies of Region 5; review of written documents from external sources; review of documented FS plans (human resources and natural resources); interviews with Washington office, regional office, national forest, and ranger district personnel; interviews with former employees and retirees; interviews with stakeholders; focus group meetings; site visits. The objective of the review is primarily to factually define the management issues in the region today and secondarily to make initial recommendations about possible solutions to the issues. The contractor will provide the FS a verbal and written report that includes the following:

1. Factual definition and description of the major human resource and natural resource management challenges in Region 5 today.
2. Identification of the causes underlying these challenges.
3. Summary suggestions about actions and solutions needed to resolve the problems.

3. What is the total amount of time for completion of the project?

The work is to be accomplished within 30 days of the awarding of the contract.

4. What is the total estimated cost of the project, including cost of options or out years?

Estimated cost is \$90,000.

5. Is funding available for this requirement? Please provide documentation showing that funds are available for the initial period of the requirement. If funds have not yet been made available for the requirement, explain how the proposed contract will be funded.

Funding will come from management code 190115.

6. Why can't the required services be performed by government personnel?

The sensitive and contentious nature of the issues in Region 5 require that an objective, independent, factual analysis be done. This can only be accomplished by an outside contractor.

7. What program objectives will be served by award of the proposed contract? What negative consequences are anticipated if the proposed contract is not awarded?

The outcomes of this analysis will affect the accomplishment of the entire Forest Service program in Region 5. The results will provide the Chief with information needed to select the next regional forester for the region and will provide the next regional forester with factual information needed to begin addressing the management challenges. Lacking this analysis, the next regional forester is unlikely to be able to deal successfully with the complex issues in the region, resulting in continuing failure to meet the region's overall goals.

8. If similar or related work has been performed previously for the same project or program, please describe the services performed and their relationship to the current request.

NA

9. Is it intended that the contract is to be awarded on a sole source basis?

If so, please justify why the contract must be awarded sole source.

No.

10. If the answer to question 9 is "No," have you identified a particular company or individual whom you are recommending to provide the services?

No.

11. If the answer to either question 9 or question 10 is "Yes" -

a. Please provide the name and business address of the individual or company (the vendor).

NA

b. Please describe any contacts which have occurred between the vendor and USDA employees concerning the proposed contract. Such contacts include correspondence received from the vendor as well as discussions or correspondence between the vendor and the agency or mission area.

Clyde Thompson has had some discussions with a representative of National Academy of Policy Administration (NAPA) and Vincette Goerl has had some discussions with PriceWaterhouseCoopers (PWC). The purpose of the discussions has been to determine if either organization might have the capability and interest in the type of work proposed. Neither NAPA nor PWC has done any work related to this specific request.

c. Has the vendor already done any work on the project, such as drafting a description of the requirement? If so, please describe the vendor's current involvement with the project.

NA

12. If subcontracts are anticipated, will the prime contractor be required to direct work to a particular individual or company? Directed subcontracts are not favored because they restrict competition, may interfere with the prime contractor's independent judgment, and may increase the Government's risk from a business standpoint. If you nevertheless intend to direct subcontract work to a particular source or sources, please justify why you intend to do so.

No subcontracts will be used.

13. Is there any possibility of the appearance of a personal or organizational conflict of interest if award is made to the recommended individual or company? If so, please explain. An organizational conflict of interest "means that because of other activities or relationships with other persons, a person is unable or potentially unable to render impartial assistance or advice to the Government, or the person's objectivity in performing the contract work is or might be otherwise impaired, or a person has an unfair competitive advantage." (Federal Acquisition Regulation (FAR) 9.501)

NA

14. If the proposed contract or requirement was not submitted within the schedule for quarterly review, please also explain why this requirement was not included in the list of advisory and assistance services contracts submitted for this fiscal quarter.

This requirement was not included because it was not anticipated at the time the Annual Acquisition Plan was submitted. With the recent retirement of the Regional Forester, the Chief requested this effort.



U.S. Department of the Interior
Bureau of Land Management
Washington, D.C. 20240



U.S. Department of Agriculture
Forest Service
Washington, D.C. 20090

FEB 19 1999

Subject: Bureau of Land Management - Forest Service: One-Government Approach to Natural Resources Management

To: Forest Service: Deputy Chiefs and Regional Foresters and Directors
Bureau of Land Management: Assistant Directors and State and Center Directors

Just over a year ago, we asked you to incorporate the Service First interagency partnership concepts and philosophy in your day-to-day activities. By continuing to share people and resources, harmonize our processes, and deliver one-stop service, we will leverage our combined strengths to serve our customers better, become more efficient, and ultimately, improve the quality of resource stewardship.

Not only are we eager to hear your plans that aggressively lay out your approach to maximizing our collaborative opportunities and resources, but we are also looking forward to hearing your success stories at our joint leadership meeting in Boise, Idaho, March 25, 1999. The Interagency Steering Team of Deputy Regional Foresters and Associate State Directors is charged with working with you and your staff to make this meeting as successful as possible. Your plans should be sent directly to your Steering Team member by the end of February to enable the Interagency Steering Team to prepare for the meeting.

Michael Dombeck
Chief, Forest Service

Tom Fry
Acting Director, Bureau of Land Management



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Washington Office

14th & Independence SW
P.O. Box 96090
Washington, DC 20090-6090

File Code: 1000
Route To:

Date: FEB 19 1998

Subject: Millennium Activities in the Forest Service
To: Anne Kennedy

The Millennium celebrations that will occur over the next few years present a significant opportunity for the Forest Service to share its conservation leadership message with the American People. To fully capture this opportunity, the Forest Service is establishing a Millennium Desk and Coordinator to develop national activities and event to commemorate natural resource stewardship in the Forest Service.

Millennium activities will be planned and accomplished in partnership with fellow agencies, interest groups, stakeholders and the public, as well as with the Administration. We will use the next few months to develop a strategy to meet our goal of highlighting natural resource conservation as an American value, and point the way to sustainable use and enjoyment of our natural resource legacy.

Enclosed is a partial list of field activities occurring in 1999 and 2000. This information, along with input from other units, will be incorporated into the Forest Service Millennium Celebration Strategy. Leslie Weldon is your point of contact for this activity. She will keep you informed of progress with the Millennium Desk and Coordinator.

Mike Dombeck
Chief

Enclosure



Preliminary List of Forest Service Millennium Activities
(February 19, 1999)

When	What	Where	Contact
October, 1999	Aldo Leopold Conference 100th Anniversary of "A Sand County Almanac"	Madison, WI	Ann Bartuska National Forest System
2000	Millennium Trails White House Initiative -interagency coordination of trails of historical and cultural significance which may include Lewis and Clark, Pacific Crest, Appalachian, and Continental Divide trails, as well as other local trails.	Various locations	Denny Bschor, National Forest System
2000	Fifty Years of Smokey Bear	TBD	Joe Cruz State and Private Forestry
1999- 2002	100th Anniversary of Congress Establishing Numerous National Forests and Grasslands	Various	Tim DeCoster Programs and Legislation
June 3, 1999	75th Anniversary of establishment of the Gila Wilderness, first designated wilderness area in United States. Activity will include commemoration of Aldo Leopold.	Silver City, NM	Gila National Forest
August 4-5, 1999	Commemorate the 50th Anniversary of the Mann Gulch Fire in which 13 firefighters lost their lives.	Helena, MT	Helena National Forest
November, 1999	Capital Christmas Tree from Argonne Experimental Forest	Wisconsin	Northcentral Forest Experiment Station
2000	Upper South Platte Restoration Project (ecosystem and multi-agency approach to complex water issues)	Southern Colorado	Pike-St. Isabel National Forest
2000 (TENTATIVE)	Experimental forest designated in Hawaii on state lands.	Honolulu, HI	Pacific Southwest Research Station
August 2000	75th Anniversary of Pacific Northwest Research Station AND 20th Anniversary of Mt. St. Helens eruption	Wind River Experimental Forest Station, WA	Pacific Northwest Station
November, 2000	Capital Christmas Tree from Colorado	Pueblo, CO	Pike-St. Isabel National Forest



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File Code: 6140

Date: FEB 23 1999

Subject: Managing Multiple Uses on National Forests, 1905-1995

To: Dr. John Fedkiw

On behalf of the entire Forest Service, I have the honor of extending our appreciation and heartfelt congratulations to you on the publication of your excellent book, *Managing Multiple Uses on National Forests, 1905-1995*. Your history and analysis of the Forest Service's response to the changing demands of the American people, and our ever increasing level of knowledge about the land, the forest, the ecosystem, is a story that needed telling. It's a story that we, the Forest Service, need to hear, and a story that all those who care about these great national treasures that are the national forests need to hear.

It's also a story that could not have been told by just anyone. It required your long experience with the Forest Service, along with your ability to uncover, analyze and then organize the thousands of threads that make up this story. It also required your steadfast commitment to complete this work regardless of personal sacrifice and difficulty. You are the key that has unlocked this history from musty files and placed it with new understanding in our hands today.

Our work together in the conservation and stewardship of this Nation's great natural resources often requires that we reach beyond our perceived limitations, that we give our best, not just for today, but to serve those generations that will inherit this treasure from us. Your authorship of this book is just such a gift.

Thank you.

MIKE DOMBECK
Chief





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File Code: 1760

Route To:

Date: FEB 23 1999

Subject: Hispanic Association Of Colleges & Universities 3rd International Conference on Natural Resources & Cultural Heritage

To: Regional Foresters, Station Directors, Area Director, IITF Director, and WO Staff

The 3rd International Conference on Natural Resources and Cultural Heritage will provide a forum for discussion, information sharing, training and professional development in programs related to the conservation of natural resources and cultural heritage. This years theme is Human Landscapes: La Gente y Su Ambiente.

In October 1996, Secretary Dan Glickman signed a Memorandum of Understanding (MOU) with Hispanic Association of Colleges & Universities (HACU) President Antonio Flores. The purpose of the MOU is to provide a cooperative framework for the parties to develop and establish a Department of Agriculture (USDA) Hispanic Serving Institutions (HSIs) program that will empower the Hispanic American community to attain educational excellence and to contribute positively to the fulfillment of the USDA's mission. This framework includes many projects, one of which is providing major sponsorship for this 3rd International Conference.

I am please the establishment of this partnership has been accomplished by the Forest Service Office Of Civil Rights and more specifically the National Hispanic Program Manager. In a move to change the way we do business in the Forest Service with respect to working with underserved communities, transition of primary responsibility for this annual conference will be integrated into the State & Private Forestry Staff Area. Civil Rights will continue support by providing technical advice and guidance as needed.

The principle objectives of the conference are:

Provide a forum for training and professional development to promote the conservation of natural resources and cultural heritage in the United States, Latin America and the Caribbean; formulate partnerships with public, private, academic and international organizations; promote student awareness and involvement in the conservation of natural resources and cultural heritage; bring to the forefront issues, concerns, and recommendations to government and corporate leaders.

Discussion topics will include: How have environmental decisions impacted minority and disadvantaged communities? How are businesses and non-profit organizations taking the lead by providing innovative solutions to environmental issues? What tools can we use to gain an understanding of America's diverse cultural heritage and why is it important to preserve it? How can competing interests for the use of natural resources be balanced? What are the newest techniques and tools used in ecosystem research and how can educating the public help to preserve the ecosystem?



A highlight of this conference will be a one-day forum to explore the need for an International Fire Academy (IFA) to improve the global export potential of North American fire technology, expertise and services; to improve the quality of fire protection in Latin America and the Caribbean; to explore recommendations on where an IFA should be located; and, if approved, how it should be funded. This all day forum is by reservation only and requires an additional registration fee.

The conference will address three tracks, Environmental Justice, Business and Non-profit Organizations, and Cultural Heritage & Human Landscapes. The Forest Service is a major sponsor of this event. All staff areas involved in any appropriate international partnerships to are expected to participate. Description of conference tracks and details for proposal submission are enclosed.

Dates for the conference are April 6-8, 1999, at the Town and Country Resort and Convention Center in San Diego, California. Conference registration forms may be obtained by calling (210) 692-3805. As a major sponsor, the Civil Rights staff will have four complimentary registrations, if interested, please contact Michael Brionez at (415) 705-1245.

A handwritten signature in black ink that reads "Mike Dombek". The signature is written in a cursive, flowing style.

MIKE DOMBECK
Chief

Enclosure



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File Code: 6170
Route To:

Date: FEB 23 1999

Subject: Letter of Appointment - Forest Service Partnership Council

To: Janette Kaiser, Forest Supervisor
Manti-LaSal National Forest

By means of this letter, I am appointing you to serve as a regular member on the Forest Service Partnership Council as the field line manager representative, effective June 1, 1999. This will be an 18-month appointment, with my intent to appoint another line manager as your alternate and for that person to assume the role as the regular member starting in 2001. A copy of the Forest Service Partnership Council Agreement between the Chief and the National Federation of Federal Employees Forest Service Council is enclosed for your information.

Your agency background and demonstrated skills in working collaboratively with Union representatives on the Region 4 Partnership Council are acknowledged. They were important factors in choosing you for this important role. As you are aware, the Forest Service Partnership Council is recognized within the Agency as an integral part of the policy-formulation process on matters related to conditions of employment for our workforce. Your anticipated contributions to the many initiatives taken on by the Forest Service Partnership Council is welcomed. I appreciate your willingness to take this demanding assignment.

MIKE DOMBECK
Chief

Enclosure

cc:
Regional Forester, R-4
FSPC Members w/o enclosure





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File Code: 2410/6100

Route To:

Date: **FEB 23 1999**

Subject: Appointment of Donald Howlett as Special Assistant to the Chief's Office

To: Robert T. Jacobs
Regional Forester, R-9

Your nomination of Don Howlett to represent my office and the Forest Service in planning and implementation of the Aldo Leopold Conference is accepted. This conference and its associated activities represents an opportunity to promote the significant contributions in our Natural Resource Agenda as we move into the 21st century.

The overall purpose of the conference is, "to bring together -- on the threshold of the 21st century -- leading scientists, scholars, and representatives from conservation agencies and organizations to dedicate the nation to the conservation of the land." The role of the Special Assistant in this endeavor is to effectively represent the Forest Service and our Natural Resource Agenda in the structure and focus of the conference, and through active participation during the conference. To achieve this goal, Don will work closely, possibly on a daily basis, with the Planning Committee. In turn, I foresee extensive interaction with the Forest Service organization and our partners in defining the case studies and themes around which the agenda will be formed; this is a real opportunity for the Forest Service to share our successes in conservation. In addition, Don will be expected to work across Deputy Areas to communicate the goals and opportunities of the conference, including the development of a communication plan. While the magnitude of the assignment will be better understood once Don meets with the Planning Committee, this is likely to be a full-time assignment until completion of the conference in October.

Don will be officially attached to my office effective February 15, 1999, through October 30, 1999. Most of Don's work will be done through the Wisconsin Academy of Sciences, Arts, and Letters in Madison, Wisconsin. Therefore, we do not expect him to spend extensive time in the Washington Office. For those times when Don needs to work from the Washington Office, we will provide him with space to do so. Travel costs associated with this assignment will be covered by my office. In meantime, please work with Ann Bartuska, Director of Forest Management, (202) 205-1185, and Leslie Weldon of my staff (202) 205-2961 to develop a plan of work for this assignment.

I look forward to working with Don on this project.

MIKE DOMBECK
Chief





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File Code:

Date: 2/04

Route To:

Subject: Use of Carryover Funds

To: Robin Thompson

Please allocate \$300,000 of carryover funds to the second phase of the Recreation Fee Demonstration marketing effort. The money will be needed over the next six months or so for research to determine consumer opinion of the program at the two test market sites, Region 6 (all sites are in the test) and the Coconino National Forest in Region 3.

Please contact Stephanie Hague for further detail on when the money will be required.

Thank you.

MIKE DOMBECK
Chief





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File Code: 2300

Date: FEB 26 1999

Pamela J. Cressey, President
Alexandria Archaeology
Society for Historical Archaeology
105 North Union Street, #327
Alexandria, Virginia 22314

Dear Ms. Cressey:

Thank you so much for acknowledging our Passport In time (PIT) program with the Society for Historic Archaeology's (SHA) 1999 Award of Merit. I regret I was not in Salt Lake City, Utah, to receive the award in person, but our Federal Preservation Officer, Mike Kaczor, who received the award on my behalf for the Forest Service, knows how highly I value this program and how proud I am that the SHA recognized the fine work by all of our archaeologists in the field.

It is indeed an honor to accept this Award of Merit for PIT from SHA. The SHA has an outstanding reputation for preserving the historical period sites that form the foundation of our nation and for supporting public programs that give the public access to those sites and the stories they tell. Thank you for the recognition and for all you do to help in the important job of historic preservation.

Sincerely,

MIKE DOMBECK
Chief

cc: Michael Polk
1999 SHA Conference Chair
Sagebrush Consultants, L.L.C.
3670 Quincy Avenue, Suite 203
Ogden, Utah 84403

Robert L. Schuyler
University of Pennsylvania Museum
of Archaeology and Anthropology
33rd and Spruce Streets
Philadelphia, Pennsylvania 19104-6324





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File Code: 1540
Route To:

Date: MAR - 4 1999

Subject: Forest Service Partnership Strategy

To: Regional Foresters, R-1 and R-4

Let me take this opportunity to commend you for your vision in creating the Partnership Enhancement Team and hosting the National Partnership Conference. Although I was not able to attend the whole session, I could sense the excitement and growing interest in partnership activities. As you know, creating and sustaining partnerships is a key factor in the Natural Resource Agenda; thus, you have contributed substantially to that end.

Your February 3, 1999, letter highlighted significant actions that will facilitate working in the partnership arena. I agree with your suggestion that we need an agency-wide strategic look at partnerships; therefore, we will continue the momentum started by Acting Deputy Chief Gloria Manning and will incorporate all of your recommendations as we move ahead. Your idea to involve the Partnership Enhancement Team, other Regional Partnership Coordinators, and our partners in development and implementation of a National Partnership Strategy is excellent. For this effort to be truly meaningful, those who will be affected need to be active participants in the process.

I am gratified by your recognition of how important partnerships are in our quest to meet the growing needs of Americans while maintaining clean water and healthy landscapes. Thank you for your leadership. Together we will forge a strategy that makes sense.

MIKE DOMBECK
Chief

Enclosure

cc: Regional Foresters
Deputy Chiefs
NFS Directors
Dave Harmer





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File Code: 1500

Date: March 8, 1999

Route To:

Subject: Study by the National Academy of Public Administration

To: Regional Foresters, Station Directors, Area Director, IITF Director,
and WO Staff

The Forest Service has recently entered into a contract with the National Academy of Public Administration (NAPA) to assess efforts to revitalize our financial health and accountability. I want to give you information about this effort and encourage all employees to participate fully, should you have the opportunity to be involved.

Operating as a nonprofit and independent organization, NAPA was chartered by the Congress in 1967 to assist Federal, State, and local governments in improving their performance. Currently, NAPA is assisting the Forest Service Human Resource Staff in reengineering efforts and has also performed similar assessments of other agencies which have tackled tough management issues. This includes assessing the National Aeronautics and Space Administration's efforts to implement efficiencies in the space shuttle program without compromising safety and the National Park Service's efforts to bring efficiency to its construction program after highly publicized stories of waste.

At the request of the House Committee on Appropriations, NAPA has been commissioned to provide an independent assessment of our efforts to achieve financial management health. NAPA will concentrate on several areas including, but not limited to:

- Assess agency methods and commitment to implementing the many findings of oversight and internal agency reports.
- Assess agency implementation of the Foundation Financial Information System in a manner which reflects mission, performance measures, and desired budget structure.

I look forward to this assessment by NAPA. Their independent evaluation of our financial reform efforts will be very helpful as we continue to implement critical reforms that will improve agency accountability. In the near future, NAPA will begin interviewing employees in the Washington Office, four regional offices, and at least five national forests. Please assure that your employees are informed about NAPA and that they are available for interviews.

For more information about NAPA, reference their web site at www.napawash.org. For clarification about the study, please contact Hank Kashdan at (202) 205-1123.

/s/ Phil Janik

PHIL JANIK
Chief Operating Officer





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P.O. Box 96090
Washington, DC 20090-6090

March 8, 1999

Ms. Angela Chavez
Director, Computer Systems
Rocky Mountain Research Station
USDA Forest Service
Fort Collins, CO 80526

Dear Ms. Chavez:

As we complete the implementation of the IBM computer system, I want to thank you for helping to make our vision of a standard, corporate information management system which can effectively support our Natural Resource Agenda a reality.

Over the past 2 years, with leadership from you and your staff, we have replaced our old Data General (DG) system with an integrated information environment supported by the IBM system. Service-wide, this effort required the procurement and installation of client-server equipment to run over 30,000 desktops, and the decommissioning of 900 DG computers. The IBM operating system had to be tested, hundreds of DG applications had to be rewritten, data had to be migrated from one system to the other, and personnel had to be trained. Major systems conversions like this are always a difficult undertaking from both a technical and an organization culture change perspective. Added to ours was the need to ensure that the new system was in place and year 2000 compliant by March 31, 1999, to meet the President's requirements.

I am proud of the work that you have done. Our new IBM system puts useful applications and generic tools into the hands of natural resource managers "on the ground." It will allow the Forest Service to respond to evolving science and public service needs into the next millennium.

Thank you for a job well done!

MIKE DOMBECK
Chief





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Washington, DC 20090-6090

March 8, 1999

Ms. Mary Cummins
Director, Information Resources Management
Region-10
USDA Forest Service
Juneau, AK 99802

Dear Ms. Cummins:

As we complete the implementation of the IBM computer system, I want to thank you for helping to make our vision of a standard, corporate information management system which can effectively support our Natural Resource Agenda a reality.

Over the past 2 years, with leadership from you and your staff, we have replaced our old Data General (DG) system with an integrated information environment supported by the IBM system. Service-wide, this effort required the procurement and installation of client-server equipment to run over 30,000 desktops, and the decommissioning of 900 DG computers. The IBM operating system had to be tested, hundreds of DG applications had to be rewritten, data had to be migrated from one system to the other, and personnel had to be trained. Major systems conversions like this are always a difficult undertaking from both a technical and an organization culture change perspective. Added to ours was the need to ensure that the new system was in place and year 2000 compliant by March 31, 1999, to meet the President's requirements.

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March 8, 1999

Ms. Madeline DeStefano
Computer Specialist
Northeastern Station
USDA Forest Service
Radnor, PA 19087

Dear Ms. DeStefano:

As we complete the implementation of the IBM computer system, I want to thank you for helping to make our vision of a standard, corporate information management system which can effectively support our Natural Resource Agenda a reality.

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March 8, 1999

Mr. Chuck Evans
Group Leader, Information Management Technology
Pacific Southwest Station
USDA Forest Service
Albany, CA 94710

Dear Mr. Evans:

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Chief





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March 8, 1999

Ms. Jane Evans
Director, Management Systems
Forest Products Laboratory
USDA Forest Service
Madison, WI 53705

Dear Ms. Evans:

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Chief





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March 8, 1999

Ms. Kristi Jacobsen
Group Leader, Networks, Systems & Facilities
Region-1
USDA Forest Service
Missoula, MT 59807

Dear Ms. Jacobsen:

As we complete the implementation of the IBM computer system, I want to thank you for helping to make our vision of a standard, corporate information management system which can effectively support our Natural Resource Agenda a reality.

Over the past 2 years, with leadership from you and your staff, we have replaced our old Data General (DG) system with an integrated information environment supported by the IBM system. Service-wide, this effort required the procurement and installation of client-server equipment to run over 30,000 desktops, and the decommissioning of 900 DG computers. The IBM operating system had to be tested, hundreds of DG applications had to be rewritten, data had to be migrated from one system to the other, and personnel had to be trained. Major systems conversions like this are always a difficult undertaking from both a technical and an organization culture change perspective. Added to ours was the need to ensure that the new system was in place and year 2000 compliant by March 31, 1999, to meet the President's requirements.

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March 8, 1999

Mr. Ray Johnston
Unit Leader, Information Systems
Region-8
USDA Forest Service
Atlanta, GA 30367

Dear Mr. Johnston:

As we complete the implementation of the IBM computer system, I want to thank you for helping to make our vision of a standard, corporate information management system which can effectively support our Natural Resource Agenda a reality.

Over the past 2 years, with leadership from you and your staff, we have replaced our old Data General (DG) system with an integrated information environment supported by the IBM system. Service-wide, this effort required the procurement and installation of client-server equipment to run over 30,000 desktops, and the decommissioning of 900 DG computers. The IBM operating system had to be tested, hundreds of DG applications had to be rewritten, data had to be migrated from one system to the other, and personnel had to be trained. Major systems conversions like this are always a difficult undertaking from both a technical and an organization culture change perspective. Added to ours was the need to ensure that the new system was in place and year 2000 compliant by March 31, 1999, to meet the President's requirements.

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Washington, DC 20090-6090

March 8, 1999

Mr. Dennis Keaton
Director, Information Systems & Technology
Region-3
USDA Forest Service
Albuquerque, NM 87102

Dear Mr. Keaton:

As we complete the implementation of the IBM computer system, I want to thank you for helping to make our vision of a standard, corporate information management system which can effectively support our Natural Resource Agenda a reality.

Over the past 2 years, with leadership from you and your staff, we have replaced our old Data General (DG) system with an integrated information environment supported by the IBM system. Service-wide, this effort required the procurement and installation of client-server equipment to run over 30,000 desktops, and the decommissioning of 900 DG computers. The IBM operating system had to be tested, hundreds of DG applications had to be rewritten, data had to be migrated from one system to the other, and personnel had to be trained. Major systems conversions like this are always a difficult undertaking from both a technical and an organization culture change perspective. Added to ours was the need to ensure that the new system was in place and year 2000 compliant by March 31, 1999, to meet the President's requirements.

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MIKE DOMBECK
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March 8, 1999

Mr. Doug Nash
Program Leader, Technology & Telecommunications
Region-9
USDA Forest Service
Milwaukee, WI 53203

Dear Mr. Nash:

As we complete the implementation of the IBM computer system, I want to thank you for helping to make our vision of a standard, corporate information management system which can effectively support our Natural Resource Agenda a reality.

Over the past 2 years, with leadership from you and your staff, we have replaced our old Data General (DG) system with an integrated information environment supported by the IBM system. Service-wide, this effort required the procurement and installation of client-server equipment to run over 30,000 desktops, and the decommissioning of 900 DG computers. The IBM operating system had to be tested, hundreds of DG applications had to be rewritten, data had to be migrated from one system to the other, and personnel had to be trained. Major systems conversions like this are always a difficult undertaking from both a technical and an organization culture change perspective. Added to ours was the need to ensure that the new system was in place and year 2000 compliant by March 31, 1999, to meet the President's requirements.

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March 8, 1999

Ms. Millie Otwell
Assistant Regional Forester, Information Management Technology
Region-5
USDA Forest Service
San Francisco, CA 94111

Dear Ms. Otwell:

As we complete the implementation of the IBM computer system, I want to thank you for helping to make our vision of a standard, corporate information management system which can effectively support our Natural Resource Agenda a reality.

Over the past 2 years, with leadership from you and your staff, we have replaced our old Data General (DG) system with an integrated information environment supported by the IBM system. Service-wide, this effort required the procurement and installation of client-server equipment to run over 30,000 desktops, and the decommissioning of 900 DG computers. The IBM operating system had to be tested, hundreds of DG applications had to be rewritten, data had to be migrated from one system to the other, and personnel had to be trained. Major systems conversions like this are always a difficult undertaking from both a technical and an organization culture change perspective. Added to ours was the need to ensure that the new system was in place and year 2000 compliant by March 31, 1999, to meet the President's requirements.

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Thank you for a job well done!

MIKE DOMBECK
Chief





United States
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Washington Office

14th & Independence SW
P.O. Box 96090
Washington, DC 20090-6090

March 8, 1999

Mr. Dave Polak
Group Leader, Information Systems & Technology
Southern Research Station
USDA Forest Service
Asheville, NC 28802

Dear Mr. Polak:

As we complete the implementation of the IBM computer system, I want to thank you for helping to make our vision of a standard, corporate information management system which can effectively support our Natural Resource Agenda a reality.

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March 8, 1999

Ms. Jane Polasek
Program Leader, Information Management
Region-9
USDA Forest Service
Milwaukee, WI 53203

Dear Ms. Polasek:

As we complete the implementation of the IBM computer system, I want to thank you for helping to make our vision of a standard, corporate information management system which can effectively support our Natural Resource Agenda a reality.

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March 8, 1999

Mr. Tim Quinn
Branch Chief, Customer Service, IRM
Washington Office
USDA Forest Service
Washington, DC 20090

Dear Mr. Quinn:

As we complete the implementation of the IBM computer system, I want to thank you for helping to make our vision of a standard, corporate information management system which can effectively support our Natural Resource Agenda a reality.

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March 8, 1999

Mr. Jim Reid
OSE Director
Region-1
USDA Forest Service
Missoula, MT 59807

Dear Mr. Reid:

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March 8, 1999

Mr. Tim Sale
Team Leader, Information Systems
Region-2
USDA Forest Service
Golden, CO 80401

Dear Mr. Sale:

As we complete the implementation of the IBM computer system, I want to thank you for helping to make our vision of a standard, corporate information management system which can effectively support our Natural Resource Agenda a reality.

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P.O. Box 96090
Washington, DC 20090-6090

March 8, 1999

Ms. Marsha Scutvick
Director, Information Resources Management
Region-6
USDA Forest Service
Portland, OR 97208

Dear Ms. Scutvick:

As we complete the implementation of the IBM computer system, I want to thank you for helping to make our vision of a standard, corporate information management system which can effectively support our Natural Resource Agenda a reality.

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March 8, 1999

Ms. Gail Sindt
Group Leader, Management Systems
North Central Station
USDA Forest Service
St. Paul, MN 55108

Dear Ms. Sindt:

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P.O. Box 96090
Washington, DC 20090-6090

March 8, 1999

Mr. Steve Werner
Director, Information Systems & Technology
Region-4
USDA Forest Service
Ogden, UT 84401

Dear Mr. Werner:

As we complete the implementation of the IBM computer system, I want to thank you for helping to make our vision of a standard, corporate information management system which can effectively support our Natural Resource Agenda a reality.

Over the past 2 years, with leadership from you and your staff, we have replaced our old Data General (DG) system with an integrated information environment supported by the IBM system. Service-wide, this effort required the procurement and installation of client-server equipment to run over 30,000 desktops, and the decommissioning of 900 DG computers. The IBM operating system had to be tested, hundreds of DG applications had to be rewritten, data had to be migrated from one system to the other, and personnel had to be trained. Major systems conversions like this are always a difficult undertaking from both a technical and an organization culture change perspective. Added to ours was the need to ensure that the new system was in place and year 2000 compliant by March 31, 1999, to meet the President's requirements.

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MIKE DOMBECK
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P. O. Box 96090
Washington, DC 20090-6090

File Code: 3260

Date: MAR - 8 1999

Mr. Reed Holderman
Western Regional Director
The Trust for Public Land
Third Floor
116 New Montgomery Street
San Francisco, California 94105

Dear Mr. Holderman:

Thank you for allowing us to utilize the many talents of Genni Cross while she served as the Chair of the National Urban and Community Forestry Advisory Council during her term from October 1995 through February 1999. Genni's contributions to the Council were invaluable.

Genni provided exemplary leadership in advancing the vision of urban forestry in America. Her ability to focus on key issues and to model the highest standards of professionalism has been central to the success of the Council.

Genni's leadership and dedication resulted in the creation of a new 10-year Action Plan for the Council and three cycles of awards under the annual Challenge Cost-Share Grant Program. I appreciate her dedicated service and hope that The Trust for Public Land realized benefits also.

Genni's forward thinking on National urban and community forestry issues was invaluable through her advisory role to the Secretary of Agriculture. She truly positioned the Council to become more successful.

Sincerely,

MIKE DOMBECK
Chief





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P. O. Box 96090
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File

File Code: 6520

Date: MAR 12 1999

Honorable Eva Clayton
Committee on Agriculture
Subcommittee of Department Operations, Nutrition
and Foreign Agriculture
U.S. House of Representatives
222 Cannon House Office Building
Washington, DC 20515-2501

Dear Congresswoman Clayton:

I want to clarify for the record a response I provided at yesterday's hearing regarding management of Forest Service trust funds.

During the hearing Chairman Goodlatte asked me about the Administration's position regarding the charging of indirect expenses to trust funds. In a sequence of questions I was asked if I would support legislation, possibly to be developed by your Committee, which would prohibit the charging of indirect expenses to trust funds.

As you know, I committed to a thorough evaluation of the agency's use and management of trust funds. It is imperative that the Forest Service is fully accountable for all aspects of trust fund expenditures including both direct and indirect costs. Over the course of the next year, we will thoroughly review and evaluate our trust funds to ensure vigorous management oversight and accountability. Any reforms we implement will comply with existing laws. If they do not, we will work with Congress to amend the relevant laws as appropriate.

Charging indirect expenses against trust funds is extremely controversial as indicated by the dialogue which occurred in last year's Congressional session. The principle reason the Administration has proposed to prohibit charging indirect expenses against trust funds is to remove the issue from debate for one year while we improve trust fund management oversight and accountability.

The President's budget does not limit indirect cost expenditures represented by the trust fund program of work. It shifts these costs to other areas of the Forest Service budget. Indirect costs are a function of operating any business or organization and should continue to be funded.



Honorable Eva Clayton

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In summary, I do not want my remarks to be construed to mean I favor any limitations that may be premature to a broader reform of total trust fund management. As with any legislation, we need to make a thorough review prior to taking a position. Thank you for the opportunity to clarify this issue.

Sincerely,

A handwritten signature in black ink that reads "Mike Dombek". The signature is written in a cursive, flowing style with a large, prominent "M" and "D".

MIKE DOMBECK
Chief



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P.O. Box 96090
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File Code: 6140
Route To: 7100

Date: MAR 17 1999

Subject: Engineers of the Year

To: Regional Foresters, Station Directors, Area Director, IITF Director, and WO Staff

The Director of Engineering has completed judging the Forest Service Engineers of the Year competition and reports that we had excellent candidates. I am particularly proud to congratulate and announce this year's winners:

Managerial: Bob Sutton, Region 5, Sierra National Forest

Technical: Belinda Walker, Region 5, San Bernadino National Forest

Technician: Greg M. Bohls, Region 2, Black Hills National Forest

The award winners will be presented with their awards at an Engineering-sponsored program to be held April 8, 1999, in the Sidney Yates Federal Building (formerly Auditor's Building). They will be introduced at the Management Committee and National Forest System Staff Directors Meetings. The January-April 1999 issue of *Engineering Field Notes* will feature an article describing their achievements.

All questions or requests for assistance should be directed to Sonja Beavers at (202) 205-1421 or via IBM sbeavers/wo.

We appreciate your support and look forward to another fine slate of candidates next year.

MIKE DOMBECK
Chief





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14th & Independence SW
P.O. Box 96090
Washington, DC 20090-6090

File Code: 2610/3000/4000

Date: MAR 17 1999

Route To:

Subject: FY 1998 TAKING WING Award Selections

To: Regional Foresters, Station Directors, Area Director, and IITF Director

It is with great pleasure that we announce the 1998 TAKING WING Award recipients. We selected two award recipients from the nominations received. The projects and programs represented by these nominations all make genuine contributions to achieving the goals of the Natural Resource Agenda. Through TAKING WING we work with partners across the landscape to achieve healthy wetlands and watersheds. This valuable work provides wildlife and fish habitat, while at the same time lessens the impacts of floods, contributes to ground water recharge, and purifies water supplies. We gratefully acknowledge the support of our many partners. It is through collaboration and partnerships with others that we meet our stewardship responsibilities.

We also thank the TAKING WING Awards Committee for reviewing and recommending award recipients. This thorough review by several of our partners allows them to see the outstanding wetland habitat work by all branches of the Forest Service and their recommendations greatly increase the prestige of the awards.

These awards will be presented Saturday, March 27, 1999, at the North American Wildlife and Natural Resources Conference in Burlingame, California. The awards ceremony will be in the Harbour Room of the Hyatt Regency San Francisco Airport hotel. The ceremony is scheduled to begin at 5:30 p.m., with a reception to follow.

Congratulations to the 1998 TAKING WING Award winners, nominees, and to the Forest Service employees, units, and partner organizations listed in the enclosure for a job well done!

MIKE DOMBECK
Chief

Enclosure

cc:
Director, IP
Deputy Chief, Research
Deputy Chief, SPF
Len Ugarenko, IAFWA





United States
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Washington
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14th & Independence SW
P. O. Box 96090
Washington, DC 20090-6090

File Code: 1360

Date: MAR 17 1999

Honorable Dirk Kempthorne
Governor of Idaho
Office of the Governor
P. O. Box 83720
Boise, Idaho 83220-0034

Dear Governor Kempthorne:

On behalf of myself and Tom Fry, Director, Bureau of Land Management, we would be honored if you could join the National Leadership Teams of our two agencies for an informal evening social event Thursday, March 25, at the Grove Hotel in Boise. The 6:30 p.m. social gathering will cap a day of joint and individual agency meetings on the Boise State University Campus.

Mr. Andy Brunelle in Boise is the Forest Service contact for this event. He can be reached at 208-334-1770, Ext. 128. We look forward to seeing you there as your schedule permits.

Sincerely,

MIKE DOMBECK
Chief

