



From the President's Desk



After almost two decades of outstanding service to our valued government and commercial clients, we have recently started a refreshing of the FMS corporate image to better position ourselves in today's challenging business and economic climates. Below is a preview of the new FMS logo. The next issue of the *FMSUpdate* will feature our new corporate look, including FMS's website design and features. The updated FMS website will highlight the value we bring to our clients and our ability to leverage years of experience, skills, and our trusted processes to help clients achieve success.

FMS will continue to provide the highest level of expertise and dedication in Asset Management, Debt Management, Accounting and Auditing, Professional Outsourcing, Facilities and Security Management and Information Technology Infrastructure Management. We look forward to this refreshing of the "FMS" brand with much hope and optimism for a bright future for FMS. We would like to reassure our staff and clients that the core FMS message remains this - "delivering unparalleled experience, impeccable customer service, and integrity with every engagement to meet the unique requirements of each of our clients."



FMS Provides Work Readiness Training to More than 15,000 DC Youth

Federal Management Systems, Inc. (FMS) was awarded a contract by the Government of the District of Columbia, Department of Employment Services – Office of Youth Programs (DOES-OYP) to design and implement a five (5)-day Work-Readiness Training Program from Monday, June 16, 2008 through Friday, June 20, 2008, at the Washington Convention Center.

The Work Readiness Training Program was for 3,000 youths each day (for a weekly total of approximately 15,000 youths) participating in the 2008 Mayor Adrian Fenty's Summer Youth Program. FMS held two (2) training sessions each day to accommodate 1,500 participants during each session. For each session, participants were grouped into 6 units of 250 each. Training sessions were approximately one (1) hour long.

The Work-Readiness Training Program is essential to help District youth develop the requisite skills, attitudes, and knowledge to transition smoothly to, and compete in, a dynamic labor market of the 21st century. The major objective for FMS for this

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Youths Gathered for Orientation Before Breaking out to the Various FMS Work Readiness Training Sessions at the DC Convention Center.

FMSers Garner High Prize for Superior Performance

FMS personnel are frequently commended by our customers for their outstanding contributions to the various agencies' mission. FMS congratulates the following team members for their exceptional performance:

National Cancer Institute- Office of the Director (NCI-OD)

Mr. **Eric Rickford**, the FMS Project Manager at the NCI-OD recently received a Letter of Commendation from NCI-OD Senior Management. One of the Special Assistants to the NCI Director wrote, "Eric Rickford has been a wonderful asset to the National Cancer Institute's Directors office. His dedication, willingness, resourceful manner, and exceptional service in responding to requests have always been in a fast and efficient manner. He is always quick to respond and does so in a cheerful manner. Eric's swiftness of action and his significant contribution to the completion of many high-priority assignments has made him invaluable to the Office of the Director, NCI."

In addition, Ms. **Celeste Boskent**, an FMS Team Member at the NCI-OD, received a Letter of Appreciation from the Director of the NCI's Information Liaison Office. The Letter for Celeste stated, "She is unfailingly conscientious, and her attention to detail and her follow-through are excellent...her commitment to meeting deadlines and her understanding of the priority nature of the work done in the OD are admirable."

Department of Justice-Office of Justice Programs (DOJ-OJP)

Ms. Barbara Robertson, Ms. Shadine Stultz, Ms. Rosamond Daniels, and Ms. Andrea Murphy-Franklin received Certificates of Special Recognition from the Director of the Office for Victims of Crime at DOJ-OJP in appreciation of their "dedication, conscientiousness, and professionalism ...their efforts have strengthened OVC's mission to support crime victims' rights and services."

Ms. Denise Morris was recognized by the Deputy Chief Information Officer for her outstanding performance during the past 2 years while supporting the Office of Justice programs, Office of Chief Information Officer. Denise demonstrated that she is a hard worker, dependable, and always willing to lend a helping hand. She was commended for her "second to none office support to a staff of over 38 government workers...and for her significant contributions to the Office of the CIO."

Equipping DC Youth for Success: A Year Around Commitment at FMS

In-School Year Round Training Program for the Government of the District of Columbia

Federal Management Systems, Inc. (FMS) obtained a Youth Employment Services Initiative In-School Youth Program for 75 youths ages 14 to 18. The youth are paid for ten to 15 hours per week at Ballou Senior High School in Southeast and at McKinley Senior High School in Northeast. The students are paid a stipend of \$5/hour.

The objectives of the program are to provide:

- ▶ Academic Enrichment
- ▶ Career Exploration
- ▶ Work Readiness, and
- ▶ Leadership Development Skills

The ultimate goal is to ensure that all 75 students complete the 4-year program and obtain either a High School Diploma or a

General Equivalency Diploma. The program has to guarantee that the graduates of the program satisfy one of the following four outcomes:

- a. Unsubsidized Employment
- b. Post-Secondary Education
- c. U.S. Military Service, and
- d. Advanced Training

The program is conducted from 4PM to 7PM at the two above sites. The students are engaged in:

1. College Preparation Activities
2. Reading for Success Initiative
3. Discussion and Debate Topics
4. Journal Writing

5. Homework Assistance in all Academic Subjects
6. SAT Preparation and Career Exploration Activities.

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FMS President and management staff attend awards ceremony at the DC In-School Youth Program at McKinley Technology High School.

Joann Rice, Executive Assistant, DOS Bureau of African Affairs

In past issues of *Update*, we've introduced you to a number of the outstanding members of our team at FMS Headquarters. This issue we focus on one of our many outstanding employees at the U.S. Department of State.

Update caught up with Joann Rice at FMS K Street Office during the FMS Holiday Party. Ms. Rice has been a long-time and exemplary employee working at the U.S. Department of State.

Update: Tell us how you came to be working for FMS.

Rice: I retired from the Department after 36 plus years. Believe it or not, but I worked in the Bureau of African Affairs for all of the 36 years. I love working in the Bureau of African Affairs. It is hard work, but I am very happy. After I retired, I decided to come back on board as a contractor so that I can continue contributing.

Update: What is your current position at the Department?

Rice: I am an Executive Assistant in the Bureau of African Affairs.

Update: How did you end up in Washington, D.C.?

Rice: Well, I am a native Washingtonian. In fact, my old church was right here on this very spot where the FMS Headquarters Office is located.

Update: Wow. It must have been exciting growing up in the Nation's Capital. Tell us something about your early years.

Rice: I do recall my parents taking me to the inauguration of President Kennedy. There was much excitement, just like there is now for President-elect Obama.

Update: Tell us about your time with FMS.

Rice: FMS has been a superb contractor for the U.S. Department of State. My time with FMS, beginning in 2002 to the present, has been very enjoyable.

Update: What was the most memorable event during your career?

Rice: I was a part of a Presidential delegation to Africa several years ago.

Update: With family, work and church, do you have time for much else?

Rice: Oh yes, I do. I love spending time with my grandchild and of course, my daughter and my son in-law too. I also enjoy traveling, music, especially gospel music, and sewing.

Update: Joann, it's been fun talking to you. Thanks for a great interview.



Joann Rice with DOS Project Manager Michael Hinton at the FMS Holiday party at FMS K Street Office

Team FMS Represented at the 25th Annual NIH Relay Race



Eric Rickford (left), FMS Project Manager at the National Cancer Institute, holding the baton as he dashes toward the finish line at the 25th Annual NIH Relay Race.

FMS employees on the NIH National Cancer Institute (NCI) project, Eric Rickford and Fiona Vaughns team up with 13 other NCI members to participate in the 25th Annual NIH Relay Race on Thursday, September 18, 2008. The race started in front of Building 1 and consisted of 60-70 teams of runners, with 5 members per team. NCI had three team participating in the relay. The relay gives us an opportunity to show team spirit and reflects on FMS commitment to not only work with the client but to build comradely and to support NCI is all aspects. It really makes us feel a part of NCI.



Fiona Vaughn, FMS Deputy Project Manager at the National Cancer Institute, making great strides towards the finish line at the 25th Annual NIH Relay Race.

FMS INTERNATIONAL OPERATIONS

GUYANA: FMS-Sponsored Team USA

Team USA, sponsored by Federal Management Systems, Inc., participated in the 2008 West Indies Cricket Board Regional 50 Overs Tournament. Members of the team were: Imram Khan-Manager; Clay-

Tharaganan; Barrington Bartley; L. Nandalal; Robert Cresser; J. Evans; Gregory Sewdial; Akeem Dobson; Timroy Allen

The team played very competitive in all games. They lost the first game to Barbados by 76 runs. Top performers for the USA were Adyta Tharaganan 41 runs and Orlando Baker 4 wickets for 37 runs. The second game against Jamaica was rained out. Game # 3 was won by Trinidad and Tobago by 6 wickets and 9 overs. Top performer for the USA was Carl Wright 90 runs. The fourth and final game was won by Combined Universities. Top performer for the USA was J. Evans 37 runs.

During a break from the tournament Members of the USA team visited Agricola Methodist School. The President of FMS attended Agricola Methodist and for a short time he was a teacher at this



Students at Agricola Methodist School (Guyana) gather to say thanks the FMS-sponsored team.

school. The students and staff were delighted by this visit and they expressed heartfelt appreciation for the cricket equipment donated by FMS and the USA team.

The USA team went on to win the America's cricket championship two weeks later. They easily beat Surinam, Argentina, The Cayman Islands and world cup participants Bermuda and Canada.



Teacher at Agricola Methodist School (Guyana) thanks the FMS-sponsored cricket team for their donations.

ton Lambert-Coach; Syed Akhtar-Physical Therapist; Captain Burns-Laison; Orlando Baker-Captain; Imran Ahwan-Vice-Captain; Carl Wright; Gowan Roopnarine; Steven Taylor; Abi Joshi; Adyta

CURACAO: FMS Provides Technical Surveillance Counter Measure



It is always good communication to share with you the nature of some of our activities across the company. The operations of FMS International cover the Bahamas, Curacao and Guyana. Our clients rely on us to provide physical and electronic security and security related training and services.

One of our most recent activities in the international area was in the area of TSCM (Technical Surveillance Counter Measure)

services. We live in a time where companies are very competitive. And sometimes they try to get trade secrets from their competitors. If not trade secrets, they will try to get any kind of embarrassing information. Even foreign governments use electronic surveillance to further their national interest.

To counter these threats, companies will call in a TSCM expert. Some of the areas that TSCM covers include electronic surveillance used to determine if the phones are bugged or if there are listening devices hidden in conference rooms. Many of you are aware that many government facilities prohibit the use or possession of cell phone to reduce the possibility of electronic surveillance. Even land lines have risks related to them, where they can be turned on and off remotely by unauthorized persons.

This particular company came to FMS because of our technical expertise and our reputation for confidentiality and delivery. Our people swept the facilities using a wide array of sophisticated electronic equipment. After the sweep was concluded and the results evaluated, a comprehensive report was issued to the company.

LOOKING BACK:

The FMS 2008 Photo Album

FMSUpdate
Winter 2008



by **Pauline E. Azore, R.N.**

There is substantial evidence to support the view that employees who are healthy are more productive. Employee health-related costs are significant and account for a substantial part of an organization's budget. Much of the underlying morbidity that drives health care demands is avoidable or at least modifiable. Employee education is one of the most viable long term strategies to promote a healthy work force and control health care related costs.

Federal Management Systems, Inc. sponsored a three-day health seminar for the employees of FMS in Guyana, South America. This demonstrated President Stephenson's commitment to the well being of those in his employ and his desire to provide them with the resources necessary to live healthy and productive lives. I conducted this seminar with his full support and was provide with everything necessary for the success of this venture.

The seminar was held in the conference room of FMS's local office in Georgetown Guyana. It was attended by approximately two hundred and sixty one of FMS's employees including members of the management staff. The latter worked diligently to facilitate the attendance of as many employees as possible.

The goals of the health seminar were to:

- ▶ Identify the most significant preventable threats to employee's health
- ▶ Provide information on these issues that would empower employees to take greater responsibility for their health and enable them to make informed decisions about their health practices
- ▶ Promote healthier lifestyles for employees through health promotion activities
- ▶ Foster a healthier and more productive workplace culture
- ▶ Promote health and wellness initiatives through education and training

Topics that were addressed included:

- ▶ Hypertension
- ▶ Stress management
- ▶ The importance of regular exercise
- ▶ Diabetes
- ▶ Prostate cancer
- ▶ Women's health issues including Breast Cancer
- ▶ Building Blocks to Effective Communication
- ▶ Meeting the Challenges of healthy eating
- ▶ HIV/AIDS

Methods:

The sessions were interactive and garnered great audience participation. We utilized a wide assortment of visual aids and models and conducted numerous hands -on interactive activities. I was very pleased and impressed by the level of enthusiasm and participation by the attendees. They displayed a thirst for knowledge and were most receptive to the information that was provided. It was one of the most rewarding experiences that I have had in my over 40 years as an educator. It was astounding. There were many employees who worked the night shift and stayed until late in the following day to attend the seminar. Most importantly they participated fully in all of the activities. The question and answer sessions that followed each activity demonstrated how attentive the employees were to the information provided. Several employees remained after the sessions ended and sought clarification and additional information.

I also met with the management and staff of FMS's cafeteria, and was given a guided tour of the facility. Through observation and discussions I was pleased to note that the menu offered a variety of healthy meal choices including an assortment of local fruit juices. It was of significant note that sodas were not included in the menu. This initiative, I was told, came about at the insistence of Mr. Au-

brey Stephenson who is a strong supporter of healthy eating. I also had an opportunity to sample many of the menu items and enjoyed them thoroughly.

It was a pleasure and honor to work with such an enthusiastic and appreciative group of individuals; they demonstrated their commitment to making lifestyle changes that focus on improving their overall health and well being and thus their productivity.

10 THINGS EVERYONE SHOULD KNOW ABOUT PROSTATE CANCER

- [1] 1 in every 6 men will get prostate cancer sometime in his life. Over 186,320 new cases are expected this year — more than breast cancer.
- [2] The chances of getting prostate cancer are 1 in 3 if you have just one close relative (father, brother) with the disease. The risk is 83% with two close relatives. With three, it's almost a certainty (97%).
- [3] African American men are at special risk for the disease, with the highest rate of prostate cancer in the world: 1 in 4 men. African American men are 2.5 times more like to die from the disease.
- [4] Prostate cancer is the second-leading cause of male cancer-related death in the United State. An estimated 28,660 men will die from prostate cancer this year, up 6% from 27,050 in 2007.
- [5] There are no noticeable symptoms of prostate cancer while it is still in the early stages. This is why screening is so critical.
- [6] Every man age 50 or over should resolve to be screened annually. African American men or those with a family history of the disease should start annual screening at 40.
- [7] Before early detection through PSA screening, only 1 in 4 prostate cancer cases were found while still in the early stages. With the widespread use of screening, about 9 out of 10 cases are now found early — giving men a fighting chance.
- [8] Nearly 100% of men diagnosed with prostate cancer while it is still in the early stages are still alive 5 years from diagnosis. Of men diagnosed in the late stages of the disease, 33.4% survive 5 years.
- [9] Screening for prostate cancer involves a simple blood test and a physical exam. It takes about 10 minutes and is covered by health insurance in many states.
- [10] Obesity is a significant predictor of prostate cancer severity. Men with a body mass index over 32.5 have about 1/3 greater risk of dying from prostate cancer. Research shows high cholesterol levels are strongly associated with advanced prostate cancer.

SOURCE: National Prostate Cancer Coalition
www.FightProstateCancer.org

FMS PROJECT IN THE SPOTLIGHT: FMS Supports TSA's Office of Financial Management

FMSUpdate
Winter 2008



FMS Supports TSA's Office of Financial Management

FMS employees are currently supporting TSA's Office of Financial Management on three contracts at TSA Headquarters in Arlington, VA. As a subcontractor on the three contracts, FMS provides the Office of Financial Management with several employees who support the goal of obtaining an unqualified (clean) audit opinion on TSA's annual financial statements.

In February 2007, FMS teamed with Miracle Systems, an 8(a) company, to assist TSA in implementing its Corrective Action Plan in response to TSA's FY 2006 Financial Statement Audit. Some of the tasks that our employees performed included:

1. Developing a strategy to clean up TSA's open obligations
2. Verifying and Validating open obligations for large contracts that were significant
3. Supporting Program Office's during their quarterly verification and validation of open obligations
4. Supporting the calculation of accurate undelivered orders and accounts payable amounts
5. Closing out contracts
6. Performing audit liaison with the financial statement auditors to ensure that all obligations were valid and that TSA had all supporting documentation.

The support to TSA in this area was so successful, that the material weaknesses previously reported in this area were eliminated.

FMS provides reconciliation support to correct material weaknesses in property accounting that were identified during the FY 2006 and FY 2007 financial audits. The work being performed includes:

1. Assisting with the recording of Property, Plant, Equipment (PP&E) assets

in the property accountability system (Sunflower) and Core Accounting System (CAS).

2. Verifying and validating all capitalized assets to determine their proper accountability within the Sunflower, CAS, the Fixed Asset (FA) Module of Oracle, and the General Ledger (GL).

This effort is on-going and considerable progress has been made.

In September 2008, FMS teamed with Deva and Associates, an 8(a) CPA firm, on a contract to assist TSA efforts in becoming compliant with the Office of Management and Budget's Circular No. A-123 (Management Accountability and Control). Our employees are assisting the TSA managers in establishing systematic and proactive measures for:

1. Developing and implementing appropriate, cost-effective management controls for results-oriented management
2. Assessing the adequacy of management controls in Federal programs and operations
3. Identifying needed improvements
4. Taking corresponding corrective action, and
5. Reporting annually on management controls.

In addition, FMS has been asked to participate in the Integrated Property Management Team (IPT) to assist TSA in developing:

1. Warehouse management analysis and procedures
2. New equipment receipt and equipment disposal procedures
3. Sunflower use analysis

4. Change capitalization thresholds
5. Transportation Security Equipment other direct cost analysis, and
6. Management and risk mitigation strategy.

FMS has assisted TSA over the past two years and will continue its exceptional service to TSA in the future.

OF SPECIAL NOTE...

Snow Closures

Have you noticed how cold it has been lately? Snow must be just around the corner. Now is the time to get familiar with the company's policy for office closure on snow days.

Timesheets

If your vacation will overlap with the end of a pay period, please complete and fax over your timesheet before you take off. We don't want to do the payroll without your timesheet.

Payroll

Your annual W-2 form for preparing your tax returns will be mailed out in January. Check your paystub and make sure that HR has your correct address. You don't want to have to wait for that big tax refund.

Congratulations FMSI-Dallas!!!



FMSI Records Management Department Wins Grand Prize for the Holiday theme awarded by Mr. Marty Finkelstein Director of OFM-ICE.

FMS Welcomes New Team Members

FMS welcomes the following team members to the various project teams:
Providing program and management support at the Department of Justice:

Ms. Carla Beckford-Whittle
Ms. Yolanda Curtis
Mr. Brandon Partin
Mr. Andy Vinh
Ms. Regina Watts
Ms. Bailey Yeager

Providing program and executive administrative support at the FBI:

Ms. Luz Gonzalez

FMS Congratulates....

Kellie Everette on Her New Arrival



The parents of this bundle of joy are Chris & Kellie Everette. FMSer Kellie Everette previously worked at Washington Headquarters Service and is currently assigned to DOJ in the Office of Juvenile Justice & Delinquency Prevention. *Congratulations Chris and Kelly!*



SECURITY AWARENESS

Test your security awareness. Answers are below.



We have a little fun quiz for staff who have a security clearance. Continuous training is an essential part of security awareness; and importantly maintaining your security clearance. The quiz comes from a guide named "Employees' Guide to Security Responsibilities". The guide was developed for the Defense Security Service.

Our plan is to have the full guide available on the FMS website. It is user friendly with great graphics and animation. It is also very educational and something that you want to use to supplement your own security education.

Some of the answers to the questions may be surprising. You may need an explanation. It is very important that you understand the answers. The Facility Security Office is here to help you keep your security clearance by providing continuous training

The end of the Cold War has led to a new emphasis on scientific, technical and economic spying. This "easy" quiz will test your understanding of foreign threats.

1. The end of the Cold War reduced the foreign threat to U.S. classified and other sensitive information. TRUE or FALSE
2. When you travel in a foreign country, the risk of being an intelligence target increases. TRUE or FALSE
3. Most major compromises of security happen as a result of negligence, willful disregard for security, or betrayal of trust by our own personnel, not because our adversaries or competitors are so smart or clever. TRUE or FALSE
4. It's usually pretty easy to tell when a foreigner I'm dealing with is an intelligence agent who wants to get something out of me. TRUE or FALSE
5. It's not just our enemies who conduct espionage against us. Our friends and allies do too, but this is the exception not the rule. TRUE or FALSE
6. Three of the biggest threats to protected information are the telephone, fax and email TRUE or FALSE
7. E-mail is no more secure than sending a postcard through the mail. TRUE or FALSE

ANSWERS
1-F 2-T 3-T 4-F 5-F 6-T 7-F

In-School Year Round Training Program

(Continued from page 2)

At the end of the 1st Advisory, four students earned all A's on the report cards at McKinley High School, which accommodates 40 of the 75 students in FMS's year-round program.

An awards program was conducted at McKinley on Friday, 21st November 2008. At this program many awards were given out. The top students received monetary prizes of \$100 each along with T-shirts and books. The Reading for Success Initiative received 25 autobiographical books on various prominent world figures. Each child is required to read 4 books per month and complete book reports. At the end of 9 weeks the top readers each receive monetary and other prizes from FMS. The College Board in Washington, D.C. is presently monitoring 5 students in preparation for entry into Harvard, Yale, M.I.T., or any HBCU's for August 2009. We hope that, by the next awards program, our students' report cards will look more attractive, with all As.

Work Readiness Training to DC Youth

(Continued from page 1)

Work-Readiness Training Program was to improve the Youths' work-readiness, employability and world of work skills, as well as to provide them with exposure to Industry Professionals for career mentoring and leadership interactions.

At the request of the Government of the District of Columbia, FMS was asked to conduct the training program an extra day on Saturday, June 21, 2008. FMS gladly implemented the training program for the 1 additional day at **no extra cost** to the Government.

FMS and its personnel performed admirably each day as they trained thousands of DC Youths in Work Readiness. Results from the training program evaluations completed by participants at the end of the program indicated that participant feedback was highly positive and encouraging. A significant number of participants enjoyed the program and felt that the content was meaningful, relevant, and informative.