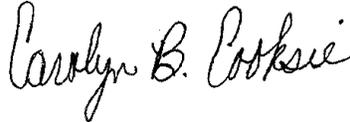


For: FSA Employees

Establishing the Managerial Cost Accounting (MCA) Governance Board

Approved by: Associate Administrator for Operations and Management



1 Overview

A Background

OBF has established the MCA Governance Board (the Board) as a representative body to assure the ongoing integrity of the systems and metrics that comprise MCA used by FSA. The Board will initiate, review, and deliberate recommendations for updates and improvements to the performance metric systems for the final approval by the chief financial officer (CFO). The Activity Reporting System, Program Unit Metrics, and eventually decisions about the final development of the FSA Cost Model, will be the most common issues for consideration by the Board.

The MCA Section for 21-AO is currently being developed and the information in this notice will be incorporated into 21-AO during FY 2012. Currently, 21-AO has information on the Activity Reporting System.

B Purpose

This notice provides explanations of:

- mission and purpose of the Board
- membership process, terms, and current members and alternates
- operations, roles, and responsibilities
- meeting schedule.

C Contact Information

If there are any questions about this notice, contact either of the following:

- Vicki Larson by e-mail at vicki.larson@wdc.usda.gov
- Mitzi Lankford by e-mail at mitzi.lankford@wdc.usda.gov.

Disposal Date	Distribution
January 1, 2013	All FSA employees; State Offices relay to County Offices

2 Establishing the Board

A Mission and Purpose of the Board

The mission of the Board is to provide a vehicle for employees to contribute ideas for improvements, additions, and removal of existing procedure from the MCA system and its components. The Board also provides a process for adopting modifications to the MCA data systems.

The purpose of the Board is to:

- provide an avenue for employee participation and oversight
- give ownership of the purpose and message of the Board members and enable them to take information from the deliberative process back to their colleagues to provide for better informed employees with regard to MCA data
- foster collaboration across organizational boundaries to ensure a corporate approach to achieving and implementing the MCA strategies, plans, policy, and practice.

B Membership Process, Terms, and Current Board Members and Alternates

Bruce E. Ward, FSA CFO, will serve as executive sponsor of the Board, with final authority over the Board's recommendations, and will coordinate interaction between the Board and the Executive Leadership Council. The Board will be chaired by Heidi G. Ware, FSA deputy CFO. The co-chairperson will be Bob McGrath, the Budget and Performance Management System project manager, and will act in place of the chairperson when assigned.

One member and 1 alternate make up the representation from each of the following:

- Office of the Administrator (OA)
- DACO
- DAFLP
- DAFO
- DAFP
- DAM
- OBF
- OCIO.

Exception: DAFO has an additional 11 members and 11 alternates to represent the State and County Offices.

The current members will initially serve 1-, 2-, or 3-year terms, and each member's term will rotate on a 3-year cycle with 1/3 of the members being replaced each year. The first rotation of new members will begin with FY 2014. The members serve at the pleasure of the executives they represent. Members representing OBF are permanent board members. See Exhibit 1 for the full listing of members, alternates, and terms.

2 Establishing the Board (Continued)

C Operations, Roles, and Responsibilities

The Board will establish a mechanism for collecting MCA requirements of FSA by inviting employee input for modification to the systems. An annual solicitation will be announced for changes to the MCA environment to all employees. In addition to training and preparation for meeting participation, members will:

- solicit appropriate input and maintain effective communication to and from their respective business units
- ensure transparent decision-making, accountability, and inclusive participation
- strive to develop consensus
- establish priorities for enhancements and technical improvements
- ensure recommendations support the best interests of FSA as a whole.

D Meetings

The Organizational Meeting of the Board was held Wednesday, March 28, 2012. Submissions for changes and improvements to MCA from FSA employees will be reviewed at the annual Change-Control Meeting planned for mid- to late-June. Timing of the Change-Control Meeting ensures that implementing the changes will be possible for FY 2013. Quarterly meetings will be held to address other business and training. Additional meetings may be called by the chairperson to attend to any time sensitive, critical issues, and initiatives.

FY 2012 – 2013 MCA Governance Board Members and Alternates

FY 2012-2013 MCA Governance Board				
Area	Term	Member/Alternate	Employee Type	Resource Area
OA	2012-2013	Phillip Sharp	Director, ORAS	County Office Reviews External Affairs and ALS
		Iris Evans	Program Specialist	
DACO	2012-2014	Mark Overbo	Assistant to DACO	Commodity Operations Reimbursable Agreements
		Helen Linden	Assistant to Director, COD	
DAFLP	2012-2014	Ken Hill	Assistant to DAFLP	FLP
		Pixie Greer	LMD Senior Loan Officer	
DAFO	2012-2013	Patrick Spalding	Field Operations Manager	State and County Office Outreach
		Rick Pinkston	Agriculture Program Specialist	
	2012-2015	Lynn Voigt	SED	State and County Offices
		Julia Wickard	SED	
DAFP	2012-2015	Dan Mc Glynn	Deputy Director, PECD	Production Adjustment, Compliance, Disaster, Price Support, and Conservation
		Raellen Erickson	Deputy Director, PSD	
DAM	2012-2013	Pat Farmer	Assistant to DAM	Non-Program FSA Support Reimbursable Agreements
		Joyce Bowie	Director, AMD	
OBF	Perma- nent	Vicki Larson	Supervisory Program Analyst	MCA Activity Reporting, Financial Management Modernization Initiative
		Mitzi Lankford	Program Analyst	
OCIO, ITSD	2012-2014	Elango Thillai	Data Architect	Software, Data Warehouse Unit Collection, MIDAS
		Richard Moraski	Deputy Director, Budget and Acquisitions Office	
Midwest Area	2012-2013	Tamee Renwick, IL	FLP Technician	FLP Loanmaking
		Annette Simmons, MO	FLP Technician	
	2012-2014	Mary S Garringer, OH	Administrative Officer	Non-Program and Activity Reporting
		Patricia A Murray, IA	Administrative Specialist	
Northeast Area	2012-2015	Keith C Beattie, PA	Farm Program (FP) PT	Income Support and Disaster Assistance (ISDA) - Price Support
		Kyriel Poulin, NY	FP PT	
	2012-2013	Coleen Mc Garrity, NJ	State Office FP Specialist	ISDA - Disaster
		Dolores Bochenek, NY	State Office FP Specialist	
Northwest Area	2012-2014	Kyle DuFault, ND	DD	Non-Program - Common Provisions
		Julie Himmelberger, WA	DD	
	2012-2015	Layne Peterson, ID	CED	Conservation
		Susan Eisenhauer, NE	CED	
Southeast Area	2012-2014	Steve Slice, SC	State Office FLP Specialist	FLP, Outreach, and Consent Decree
		Linda Baker, AR	State Office FLP Specialist	
	2012-2015	Michele Slappey, GA	CED	ISDA, Production Adjustment, Common Provisions
		Matt Springer, LA	CED	
Southwest Area	2012-2015	Michelle Ontiveros, AZ	FP PT	Farm Records, Reconstitutions, Acreage Reporting, and Payment Limitation
		Lori Annuschat, OK	FP PT	
	2012-2013	Cheryl Bridge, CO	FLM	FLP Loan Servicing
		Bill Mahanay, KS	FLM	