governmentattic.org

"Rummaging in the government's attic"

Description of document:	Department of Energy (DOE) Energy Information Administration (EIA) Administrator Presentations, 2010-2019
Requested date:	2020
Response:	27-May-2020
Appealed:	01-June-2020
Release date:	21-April-2023
Posted date:	04-March-2024
Source of document:	FOIA Request FOIA Request Service Center 1000 Independence Avenue, SW Mail Stop MA-46 Washington, DC 20585 Fax: (202) 586-0575 Email: FOIA-Central@hq.doe.gov DOE Electronic FOIA Request Form

Via Email

Re: HQ-2020-00059-F

This is in further response to the request for information that you submitted to the Department of Energy (DOE) under the Freedom of Information Act (FOIA), 5 U.S.C. 552. You asked for the following:

> A copy of each Presentation (pdf or ppt file) for each Administrator Presentation during 2013 through 2019 which would be found on the Inside EIA internal website under "Presentations", and the 2010 archived Administrator presentation from 2010.

On May 27, 2020, DOE provided you a final response to your request with eleven (11) documents. On June 1, 2020, you appealed the Determination Letter, challenging the decision to withhold information under FOIA Exemption (b)(5). On June 15, 2020, DOE's Office of Hearings and Appeals issued a Decision and Order, determining that your appeal, Case No. FIA-20-0032, be granted and that this matter was remanded to our office for additional processing consistent with their opinion.

Upon further review, DOE's Energy Information Administration has determined that the documents can be released in their entirety.

You may contact DOE's FOIA Public Liaison, Alexander Morris, FOIA Officer, Office of Public Information, at 202-586-5955, or by mail at MA-46/Forrestal Building, 1000 Independence Avenue, S.W., Washington, D.C. 20585, for any further assistance and to discuss any aspect of your request. Additionally, you may contact the Office of Government Information Services (OGIS) at the National Archives and Records Administration to inquire about the FOIA mediation services they offer. The contact information for OGIS is as follows: Office of Government Information Services, National Archives and Records Administration, 8601 Adelphi Road-OGIS, College Park, Maryland 20740-6001, e-mail at ogis@nara.gov; telephone at 202-741-5770; toll free at 1-877-684-6448; or facsimile at 202-741-5769.

If you have any questions about the processing of the request or this letter, you may contact Jennifer Goldsmith or me at:

MA-46/Forrestal Building
1000 Independence Avenue, S.W.
Washington, D.C. 20585
jennifer.goldsmith@hq.doe.gov

I appreciate the opportunity to assist you with this matter.

Sincerely,

Alexander C. Morris

Alexander C. Morris
FOIA Officer
Office of Public Information

EIA: Yesterday, today, and tomorrow

All Hands Meeting

Adam Sieminski

July 24, 2013 | Washington, DC

Purpose of today's all hands meeting

- EIA's mission, principles, and priorities for moving ahead

- The significant progress we are already making

- Initiatives underway – in analysis, statistics, and communications - including Project Synergy, the move that isn't a reorganization.

EIA's legislative history

- ## 1974 Federal Energy Administration Act

  Created the FEA and mandated it to collect, assemble, evaluate and analyze energy information. Included data collection enforcement authority.

- ## 1976 Energy Conservation and Production Act

  Established FEA's Office of Energy Information and Analysis… to possess expertise in energy analysis and forecasting.

- ## 1977 Department of Energy Organization Act

  Established EIA and named EIA as the single, independent federal government authority for energy information.

Principles

- Provide relevant energy statistics and analysis as a public good

- Be accurate and objective

- Protect the confidentiality of respondents

- Maintain the public trust

Independent Statistics & Analysis

Have a vision. Be demanding.

Source: Colin Powell's Thirteen Rules
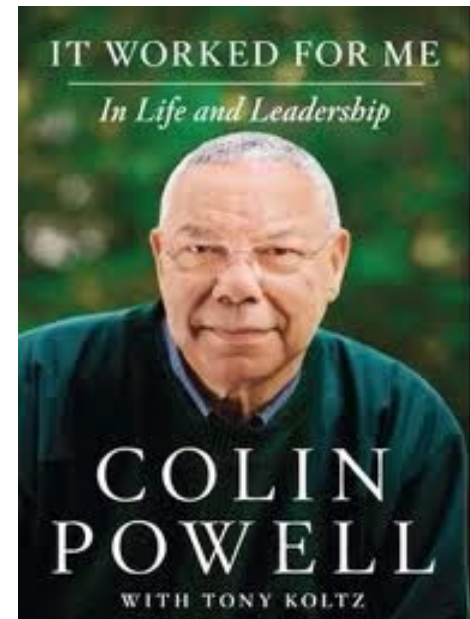
Priorities

- Increasing analytical impact

- Transforming data operations

- Improving the customer experience

- Enabling our mission

Independent Statistics & Analysis

Keys to success

- Get good personnel. Treat them right. Train them as appropriate.

- Use, systematically, a consultative and collegial approach for internal reviews and planning.

- External reviews, constructively received, are a great help in avoiding sloppy work.

- Avoid at all costs "not enough time to do it really right - but always enough time to do it over."

- Attend more to current events, trade press, and trends... as a mechanism for keeping institutional knowledge systematically up to date.

Source: Lincoln Moses, first EIA Administrator, 1980

It ain't as bad as you think.

Source: Colin Powell's Thirteen Rules

Budget

Sequestration reduced our budget by $5.5M but careful planning and a conservative operational approach starting when I arrived minimized adverse affects.

- EIA employees experienced **<u>no</u>** furloughs
- Some analytic activities and data collection upgrades and were put on hold
- We will continue to move forward prudently

EIA product flow yesterday

More

Fewer

Historical statistics

Current issues & trends

Long-term data & analysis
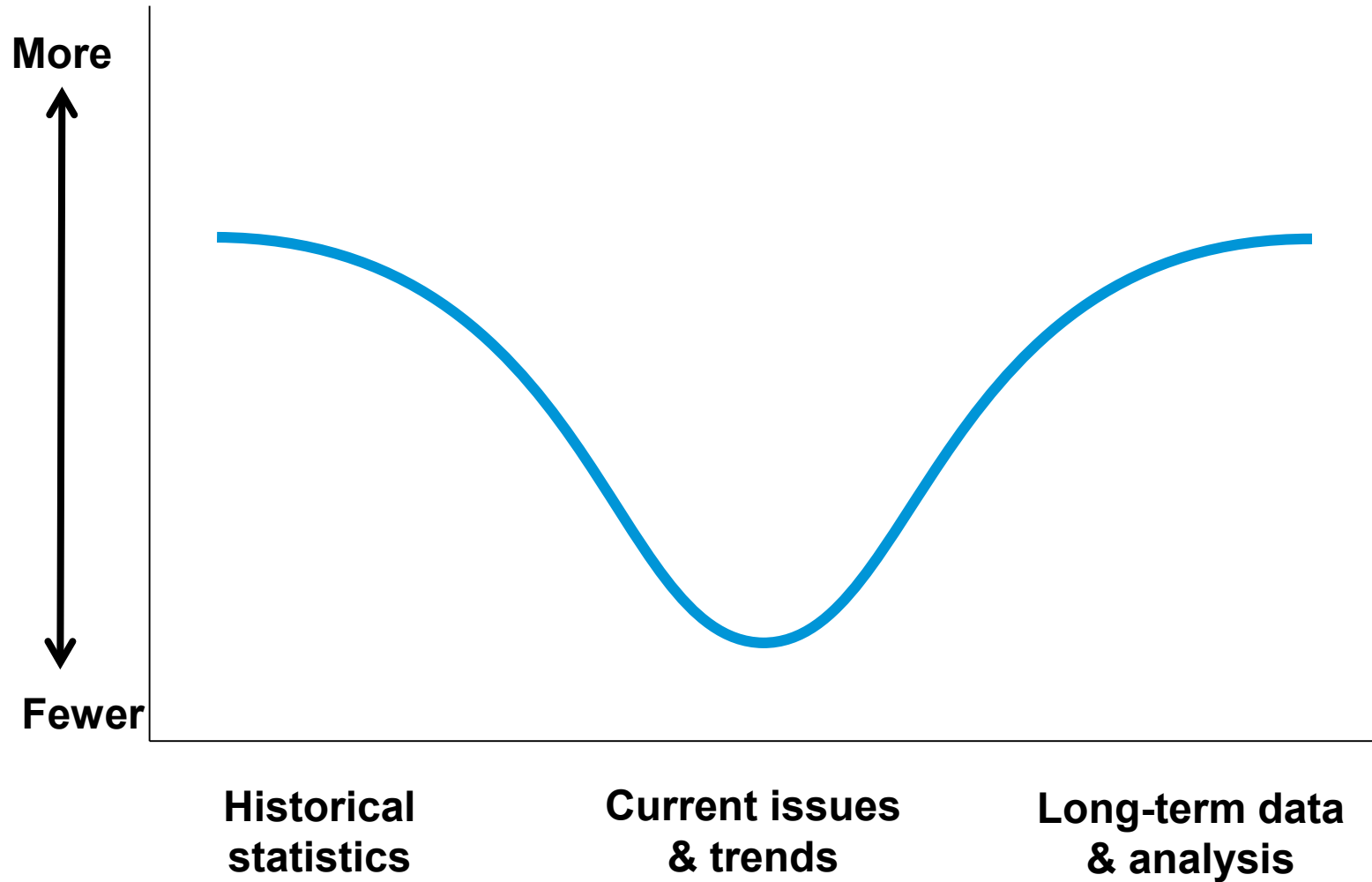
EIA product flow needed
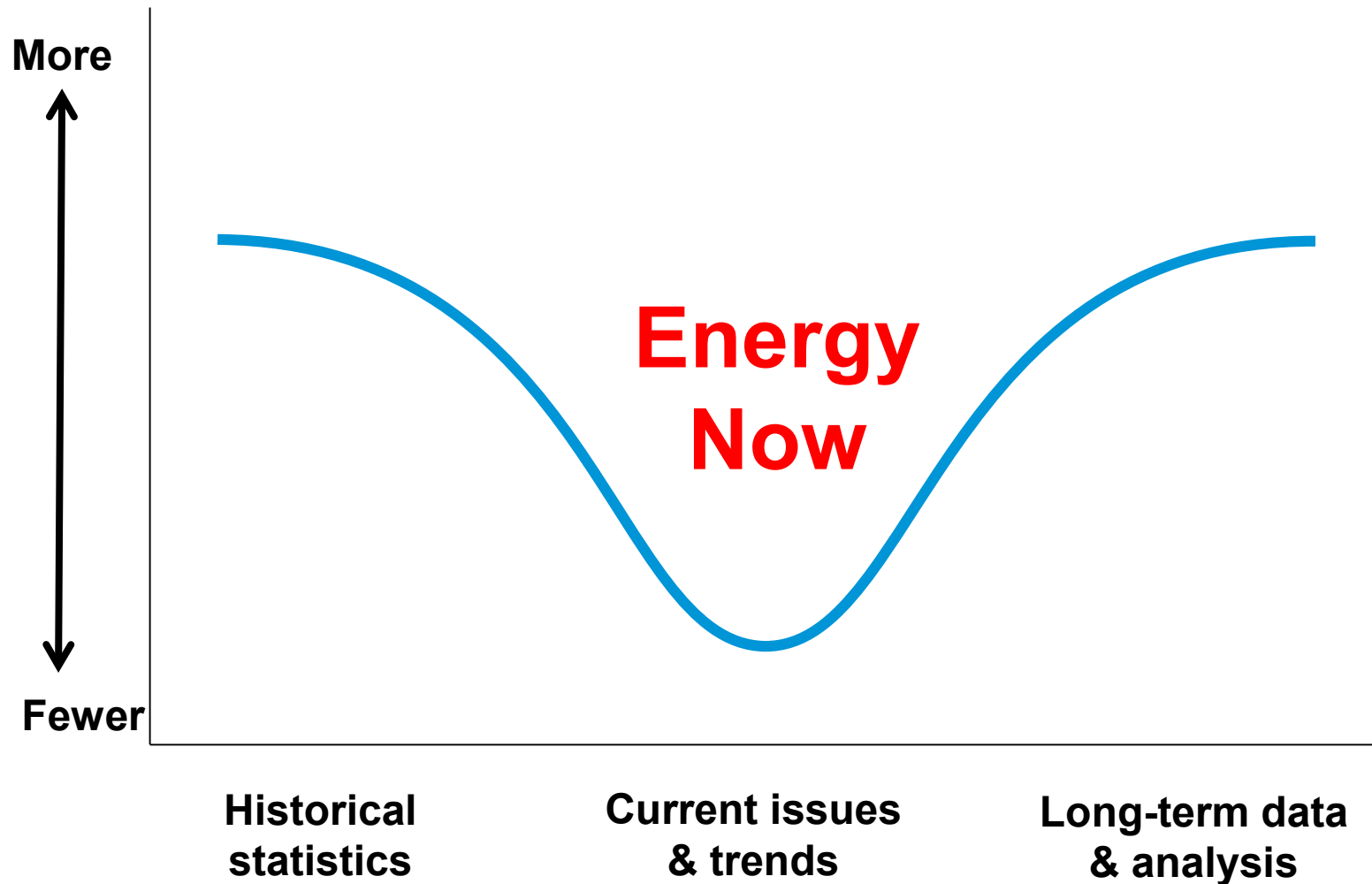
EIA product flow is already changing

Historical statistics
- AER
- MER
- EPM
- EPA
- PMM
- PSM
- NGM
- DUP
- MECS
- RECS
- CBECS
- SEDS
- States
- Coal Quarterly

Current issues & trends

AEO Staggered Release
Expanded Monthly Energy Review (MER)
Natural Gas Weekly Update (NGWU) improvements

Today in Energy
STEO Special sections
Energy & Financial Markets
MPUR
NGWU/TWIP
Disruptions map

Long-term data & analysis
- IEO Full
- IEO Lite
- AEO Full
- AEO Lite
- Service Reports
- NEMS/WEPS
- AEO Supplement on Carbon

AEO and IEO sequencing

	FY 2014	FY2015
AEO	• Full • Traditional AEO • Multiple analytic scenarios • Staggered release as in FY2013	• Lite • Reference case, High/Low GDP, and High/Low World Oil Price • Freed AEO2015 resources to work on Energy Now and International Energy Model Development
IEO	• Lite • Focus on international oil and natural gas projections. • Free IEO2014 resources to mostly work on international tool development, but also Energy Now.	• Full • Reference, High/Low GDP, High/Low World Oil Price, and Carbon cases.

Leadership briefings on current issues

- Avoid strategic surprise

- Inform the policy process

- Highlight changes in thinking

Briefing topic examples:

– Economics of LNG exports

– Disposition of domestic crude oil production and growth

– 2013 Summer electricity reliability

– Biofuels issues / renewable fuel standard

– CO_2 emissions under various legislative scenarios

– 2013 International Energy Outlook

– Midwest refining situation

Transformation

- It is essential that we modernize and simplify both the business process and the information technology surrounding all our surveys.

- Last fall, I asked the Office of Energy Statistics (OES) to develop a pilot project using the Monthly Biofuels Production report (Form 22-M) and the Quarterly Electricity Imports and Exports report (Form 111).

- **The proof of concept surveys are now complete.** We will be able to run prototypes in production over the next several weeks**.**

- In early August, OES will demonstrate the pilots to the whole EIA executive team to get feedback on the proposed tool sets, including respective touch-points and other issues they see.

- We should be in a position to decide how to move ahead with a broader, agency-wide implementation well before the end of this year.

XRM & Data Collection — Data Analysis & Reporting — Data Stewardship & Data Warehousing

Submit Phase — Respondent & Staff
Accept Phase — Respondent & Staff
Analyze Phase — Staff
Assembly Phase — Staff
Publication Phase — Staff

Portal Authorization and View
Biz Workflow
File Upload

Frame Maintenance
- Account Management
- Contact Management
- Asset Management
- Product Management
- Contract Management
- Case Management

Campaign Management

Data Collection- Edits and Data Cleansing
- Run Edit 1
- Run Edit 2
- Run Edit 3

Quality Review
- Imputations Range Checks

Data Analysis/ Informatica
Data Analysis/ SAS
Data Analysis/ Jaspersoft

Legacy

Output Product Creation Jaspersoft/ Other
Output Product Distribution
Warehousing & Stewardship

Contact Center Support

Master Data Management

TAD — **T**ransactional **A**uthoritative **D**atabase
RAD — **R**eporting **A**uthoritative **D**atabase
WAD — **W**arehousing **A**uthoritative **D**atabase

How the software transformation engines work together
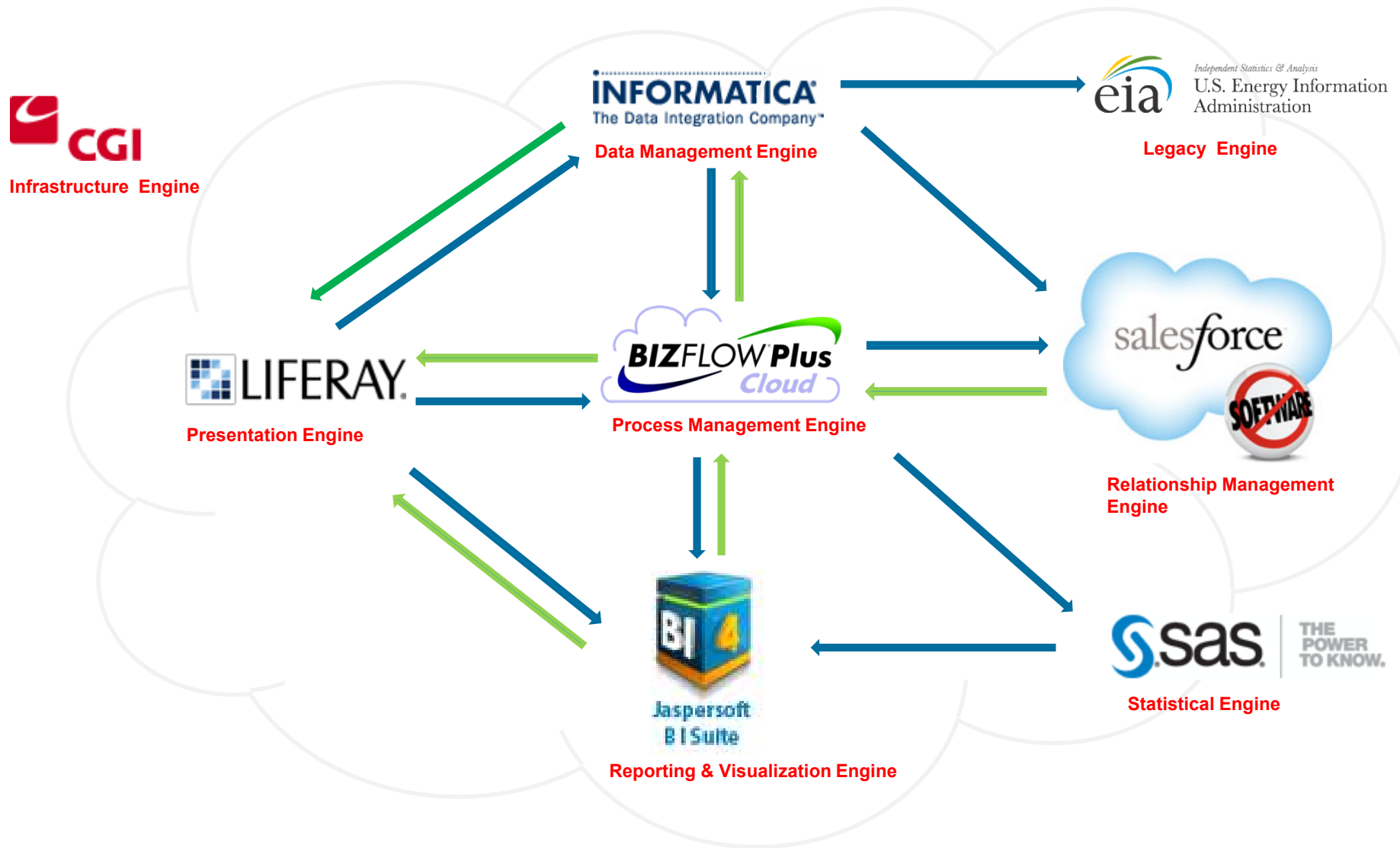
Developing premier communications platforms

Electricity Data Browser

Energy Systems Mapping

EIA's new data center is now complete

- RTM-led strategic partnership within DOE to create operational IT efficiencies

- Saves EIA more than $1M over next four years

- Cuts power consumption by 40-50% a year

Old

New

Project Synergy: Enabling our mission by enhancing teamwork

We want to improve the physical work environment to bring our people and ideas together in ways that allow all of us to better connect, learn, and grow as high-performing teams.

- **Part One:** Co-locate staff from different offices that work together.

- **Part Two:** Provide improved and expanded collaborative workspace to facilitate EIA employee interactions.

Project Synergy Part 1: continuing to create a better and more functional work environment

- Responds to Employee Viewpoint Survey desire for more teamwork and interaction

- Create a work environment that brings people and ideas together in ways that allow us to connect, learn, and grow as high-performing teams

- More closely co-locate staff from different offices that rely on, and collaborate with, each other on a daily basis in carrying out the EIA mission

- When: Fall 2013

Project Synergy Part 2: an investment to drive teamwork and innovation

- Responds to Employee Viewpoint Survey desire for more collaboration and innovation

- Creates open-concept trans-EIA collaboration space

  - Already created new collaborative mapping room

- Focus groups to obtain input on requirements:
  - functions
  - technology
  - layout flexibility

- And, as a bonus, creates additional conference rooms

Training

- EIA-wide rotation program

- Specialist to advise on personnel issues related to transformation

- Leadership Continuum Series for managers

Leadership Continuum Series: a learning and performance investment to help EIA to evolve into a high-performing organization

- Communicating through Conflict
- Building Enduring Teams
- Team Agility
- Aligning Goals to Purpose

- Expectations and Accountability Management
- Creating an Innovation Environment
- Employee & Labor Relations Tips/Tools
- Discuss EVS results

- Conducting effective employee performance discussions
- Creating a High Performing Organization
- Rewarding & recognizing employee performance
- Fundamentals functions---every manager should know

Other things coming up…

- EIA-914 natural gas production expanding from 5 states to 20 states

- Proposed EIA-915 Gas Processing and Liquids Report

- Potential collection of rail data on crude shipments and liquid fuel products

- Proposed EIA-930 Hourly Electricity Survey

- Hydrocarbon Gas Liquids (HGL) nomenclature realignment

- Groundwater Protection Council data share

- Potential collaboration with International Energy Forum

- Level 2 pages on website to incorporate current issues and trends

It ain't as bad as you think.

Source: Colin Powell's Thirteen Rules

Perceptions of EIA conference

Overall rating of the conference
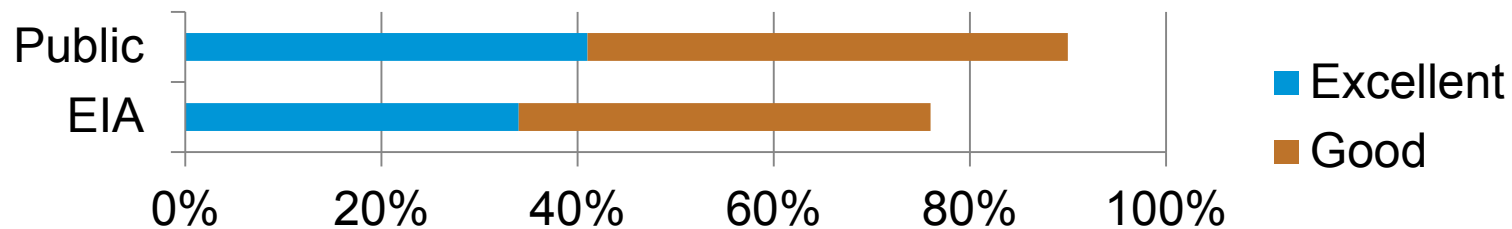
Was the registration fee worth the value you received?
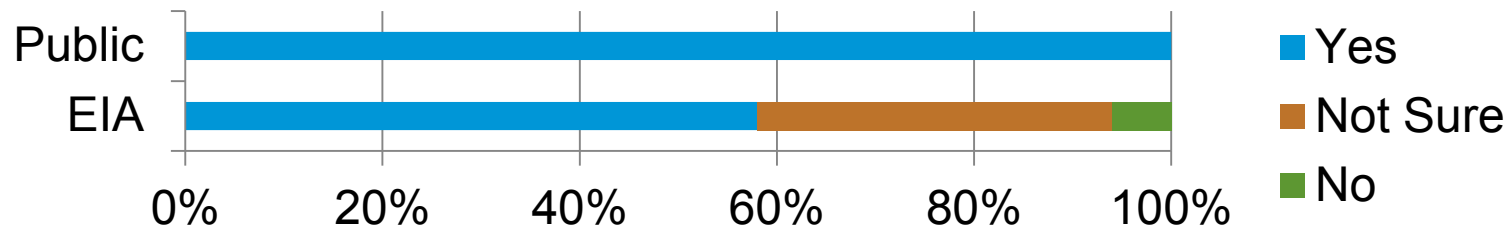
Public total responses: 179   EIA total responses: 36

EIA technical workshops

- Levelized Cost of Electricity and Avoided Cost of Electricity

- Energy and Financial Markets

- Proposed Natural Gas Liquids Definition

- Biofuels

- Shale Oil and Shale Gas Resources

- Global LNG Markets

- ASA Committee on Energy Statistics

- Outside technical meetings

Overview of hiring process

| Recruit Initiation and Announcement Creation | Advertise Vacancy Announcement | Applicant Evaluation and Candidate Selection | Job Acceptance and Entry on Duty |

- Two years ago, the Time-to-Hire average at EIA was approximately 150 days. EIA's current average is 84 days.

- The system is designed to be fair, not necessarily fast

Source: DOE Office of Human Capital

The Mark Gielecki Award
EIA Mentor of the Year

Congratulations
Erik Kreil

2012 Mark Gielecki
EIA Mentor of the Year

Supplementary Slides

EIA base budget by function

EIA Base Budget ($98.9M)

Legend:
- ■ Rent and Other Related Expenses ($11.2)
- ■ Administrator ($1.6)
- ■ Resource & Technology Mgmt. ($12.9)
- ■ Communications ($5.4)
- ■ Energy Analysis ($21.3)
- ■ Energy Statistics ($46.5)

Y-axis: $ Million
X-axis: EIA Resources
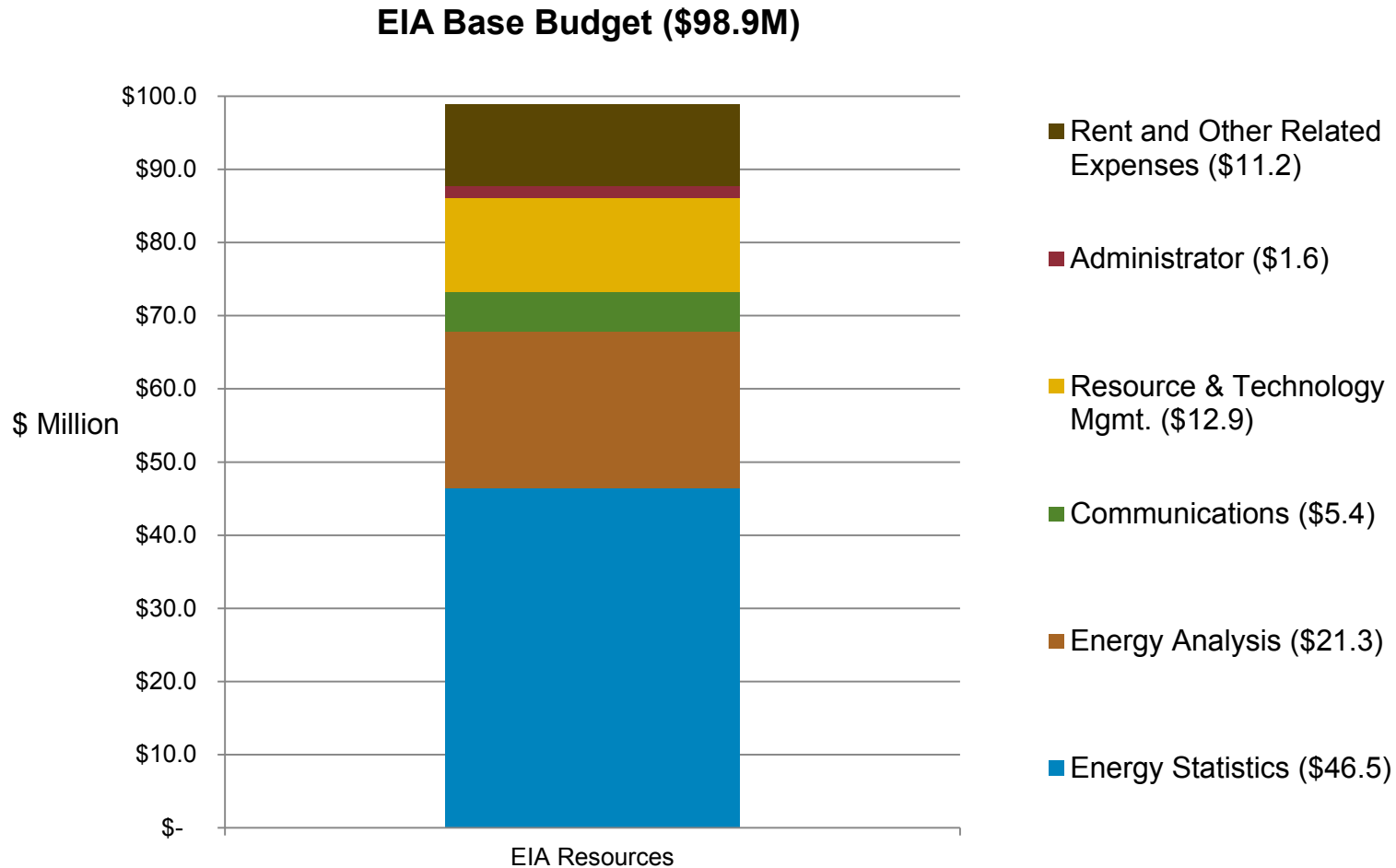
EIA base budget by sector

EIA Base Budget ($98.9M)

Legend:
- International (3%)
- Consumption & Efficiency (22%)
- Electricity (16%)
- Nuclear (4%)
- Renewables (7%)
- Coal (4%)
- Natural Gas (12%)
- Petroleum (32%)

EIA Resources
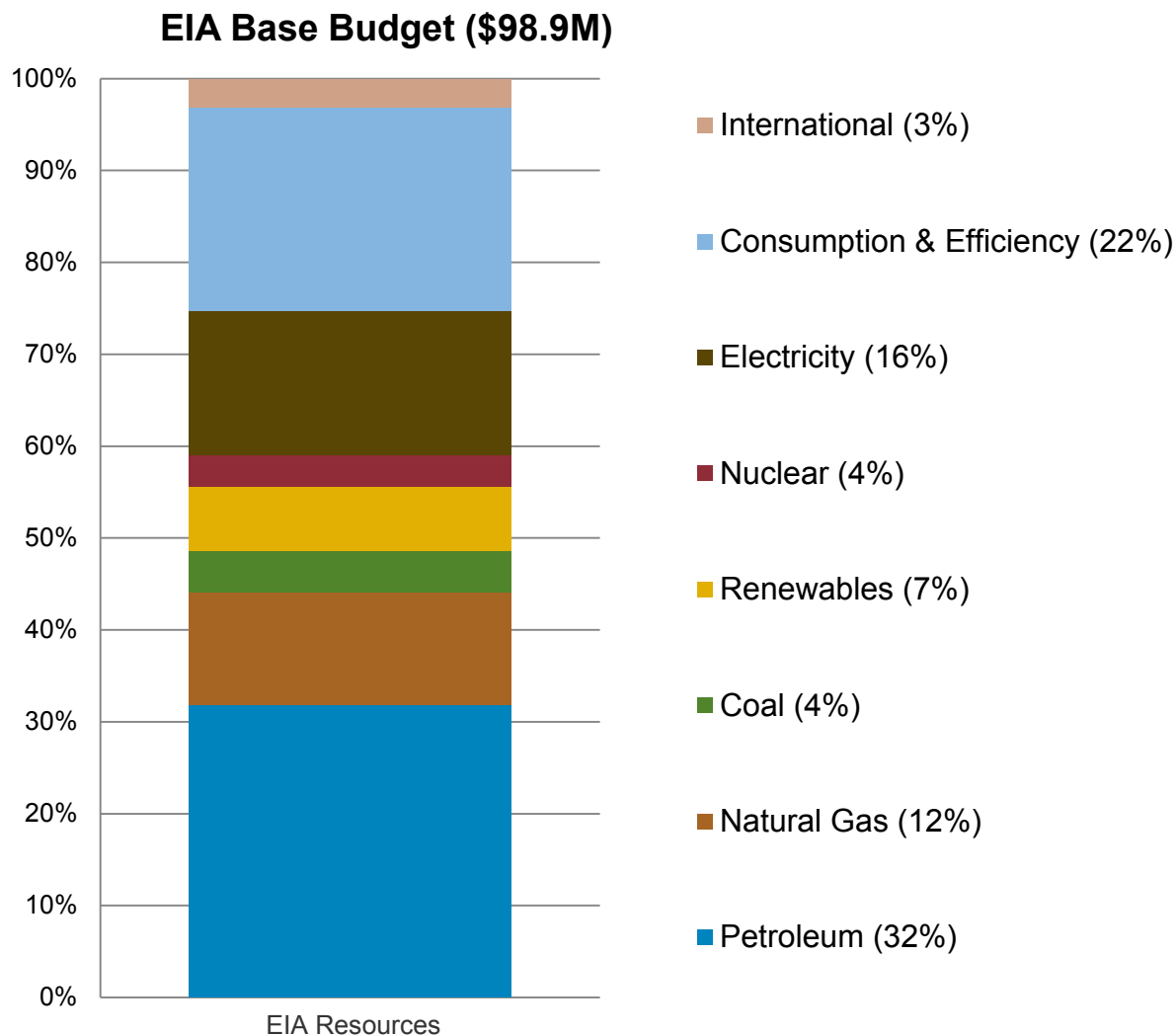
EIA All Hands Meeting

EIA Federal Employees

Adam Sieminski, Administrator

December 16, 2014| Washington, DC

Agenda

- Welcome/opening remarks

- Budget Update

- Accomplishments and Priorities

- Employee Areas of Interest

- EIA Administrator's Award Presentation

- Ongoing and Upcoming Projects

- Q & A period

- Comments from NTEU

- Closing Remarks

FY2015 Budget Update

Budget chart showing Budget Request and Appropriated amounts by fiscal year:

	FY 11	FY 12	FY 13	FY 14	FY 15
Budget Request	129	124	116	117	122.5
Appropriated	95	105	100	117	117

■ Budget Request ■ Appropriated
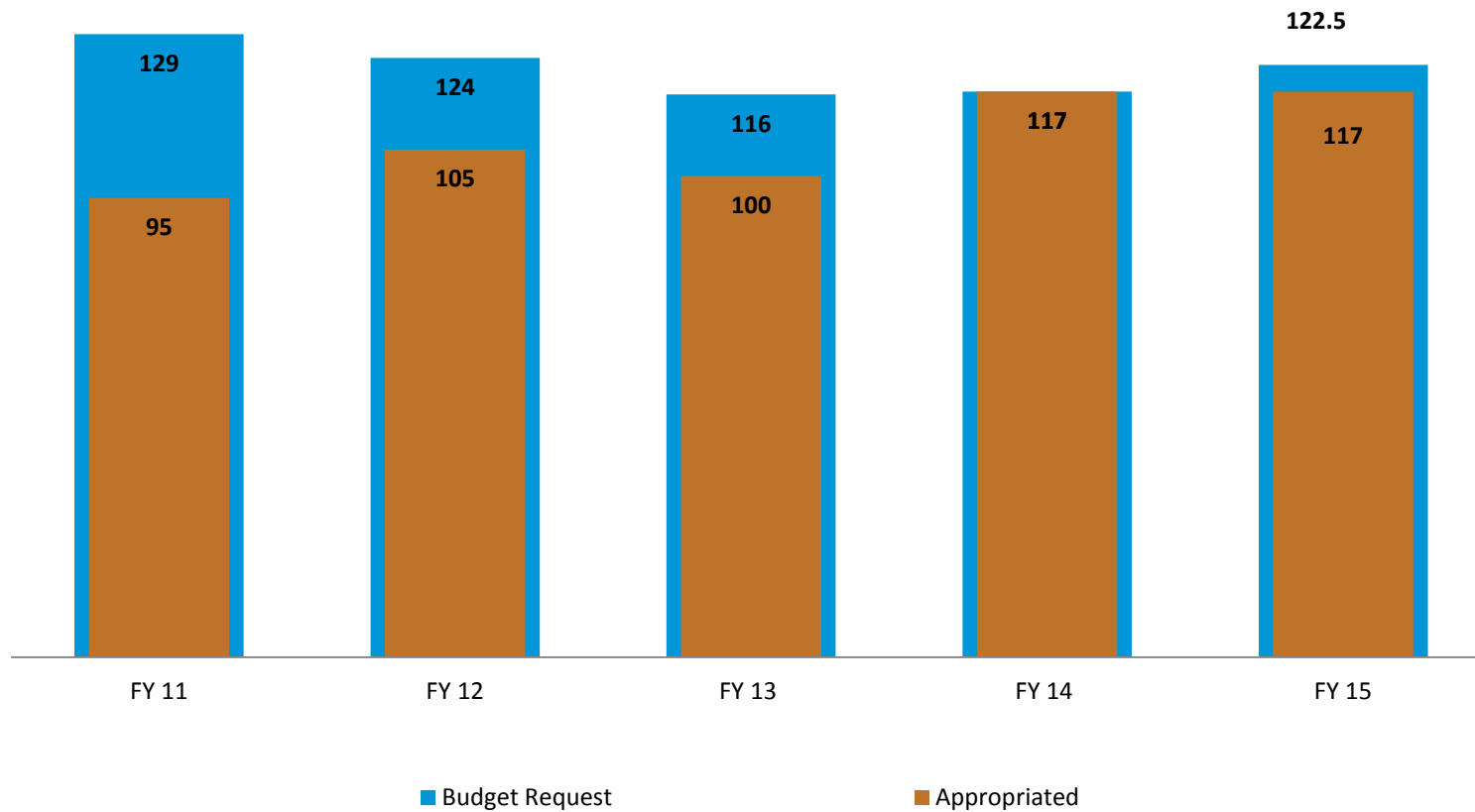
Recent Activities and Accomplishments

- Maintaining core programs and making them more visible

- SHOPP expansion/new winter fuels webpage

- Crude oil imports/exports analysis

- STEO Data Browser

- Executive coaching program

- Employee leadership certificate program

Upcoming Priority Milestones

- EIA-930 hourly electricity data collection

- EIA-914 oil and natural gas production survey

- Crude by rail data

- International energy data portal

- Exel spreadsheet add-in

- Groundwater Protection Council collaboration

Other Coming Attractions

- North American Joint Memorandum of Agreement w/ Canada and Mexico

- 2015 EIA Conference

- RECS cities pilot

Employee Areas of Interest

Employee Viewpoint Survey

Survey Results in a nutshell:

Overall: Scores down government-wide

EIA continues to demonstrate strength in:

- Employee/Direct Supervisor relationships

- Performance culture, where we continue to make remarkable positive change

Areas where we need to do more:

- Improving leadership communication and culture

- Engaging and empowering employees

- Supporting employee development and career growth

- Recognizing employee effort and contribution

Performance Rating Distribution

	FY 2013	FY2014
Significantly Exceeds Expectations	10%	11%
Exceeds Expectations	37%	40%
Meets Expectations	49%	47%
Needs Improvement	2%	1%
Fails to Meet Expectations	3%	<1%

Performance, On-the-Spot, and Special Act Awards

291

189

$52,123

$273,742

$26,900

- On The Spot
- Special Acts
- Performance Bonus

14
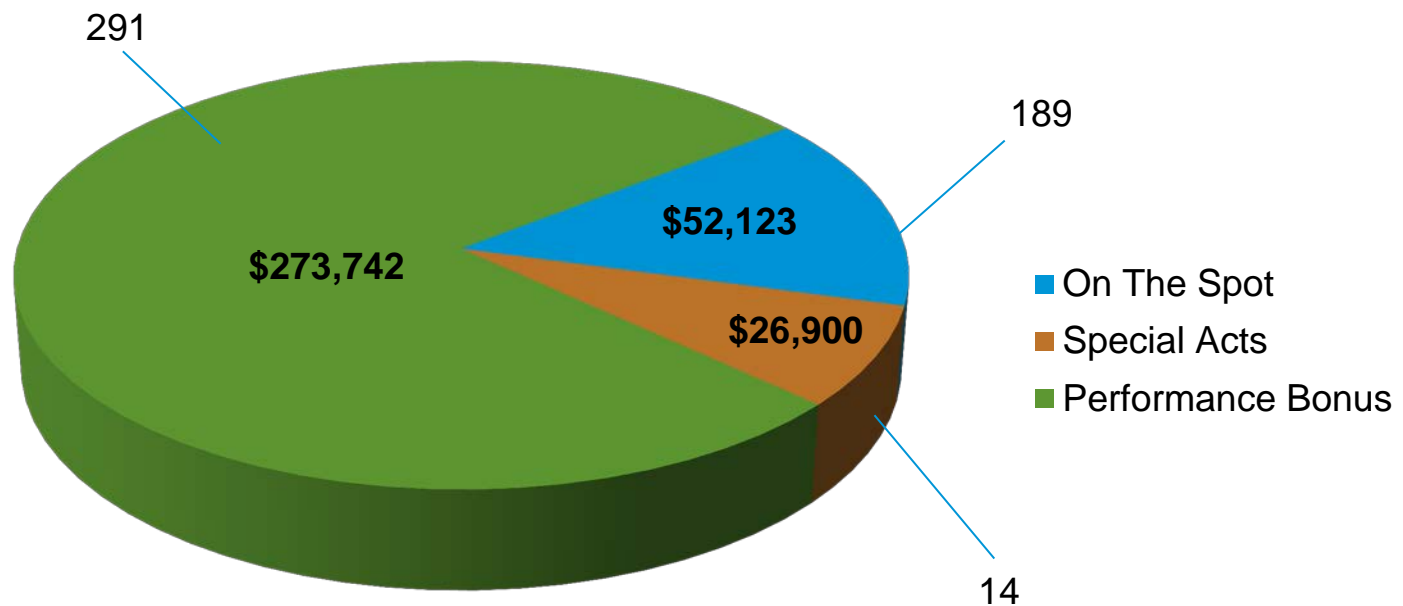
EIA Administrator's Award

Congratulations

Doug MacIntyre

EIA Administrator's Award

An Extra Holiday Bonus

- The President has declared that December 26th will be a federal holiday!

- Enjoy your time off!

Ongoing and Upcoming Projects – Please Pardon Our Dust

Collaboration Laboratory (CoLab)

Network Cabling Upgrade

Cellphone Coverage

- Cellphone coverage is an issue of importance to all of us, particularly on the B-level

- RTM has been pushing MA very hard on this issue

- MA continues to tell us that they plan to complete installation by the end of this calendar year.

Employee Questions?

Comments from NTEU

CFC – You Can Make a Difference!

Here's what a few dollars per pay period can do:

- $3 provides after-school programs to at-risk teens to encourage academic achievement.

- $5 delivers weekly home health care so a fragile senior can remain in his or her home.

- $10 shelters and feeds a family devastated by a flood.

- $15 purchase a two-week stay at camp for a child with disabilities.

- $20 trains volunteers to advocate for abused and neglected children.

- $25 purchase 4 computers with adaptive equipment for blind students.

- $30 provides a veteran with physical rehabilitation and emotional support.

Thank You!

EIA All-Hands Meeting

EIA Federal Employees
Adam Sieminski, Administrator
June 18, 2015

Agenda

- Introduction of new staff

- Program priorities and initiatives

- Employee recognition

- Overview of the EIA Community initiative

- Management priorities and next steps

- Employee Q&A

Welcome new EIA employees

- Nathan Agbemenyale (OES)

- David Anderson (OES)

- Allison Coyle (OC)

- Kathryn Dyl (OEA)

- Glendon Haynes (OES)

- Thaddeus Huetteman (OEA)

- Lolita Jamison (OES)

- Scott Jell (OEA)

- Augustine Kwon (OEA)

- Joy Liu (OES)

- Nilay Manzagol (OEA)

- Grant Nülle (OEA)

- Brian Park (OES)

- Terrance Rosales (OES)

- Andrew Thomson (OES)

Delivering on key FY 2014-15 initiatives

EIA has expanded the depth and breadth of its program, with more on the way…

✔ International Energy Portal

✔ Monthly crude-by-rail data

✔ Analysis of the impacts of the Clean Power Plan

✔ Excel add-in tool for automatic data updates

✔ Report on federal subsidies in energy markets

✔ Ground Water Protection Council data collaboration

✔ Winter fuels prices for more states

✔ Energy visualization widget

❑ Domestic oil and gas production (EIA-914)

❑ Hourly electricity load data (EIA-930)

❑ Drilling cost data

❑ Distributed solar generation data and analysis

❑ Exports data and analysis of crude exports policy

Other priorities in the works

- North American data initiative

- Energy-by-rail project

- RECS Cities pilot

- Revision of the Petroleum Supply program

- Adjustment of regions for the Weekly Natural Gas Storage Report

- CoLab collaborative space

Recognizing employee excellence

EIA staff are committed to excellence in their day-to-day work. Some noteworthy examples:

- Chris Cassar (OES)
- Desi Cipriano (RTM)
- Margie Daymude (OEA)
- Leandro Gonzalez (RTM)
- Behjat Hojjati (OEA)
- Bill McNary (OES)
- Rachel Tran (OC)
- Peggy Wells (OC)

Overview of the EIA Community initiative

Alex Wood (OES)

What is a Community Group?

A Community group is…

An **employee initiated** group that has a **common interest** and learns from and with each other about a selected topic. The group shares and **explores ideas** and information on the identified subject and **collaborates** to create finished products.

Anticipated benefits…

- Facilitate collaboration
- Promote knowledge sharing and creativity
- Foster innovation
- Allow employees freedom to explore interest areas

EIA Community Guidelines

- EIA Community groups are **voluntary**

- Community groups are open to all **EIA employees**

- Each group should create a **project charter** to establish high-level objectives and goals

- Work-related responsibilities take precedent over Community group activities

Tools - Intranet Site

The Intranet site will serve as a central source of information on all things 'Community'.
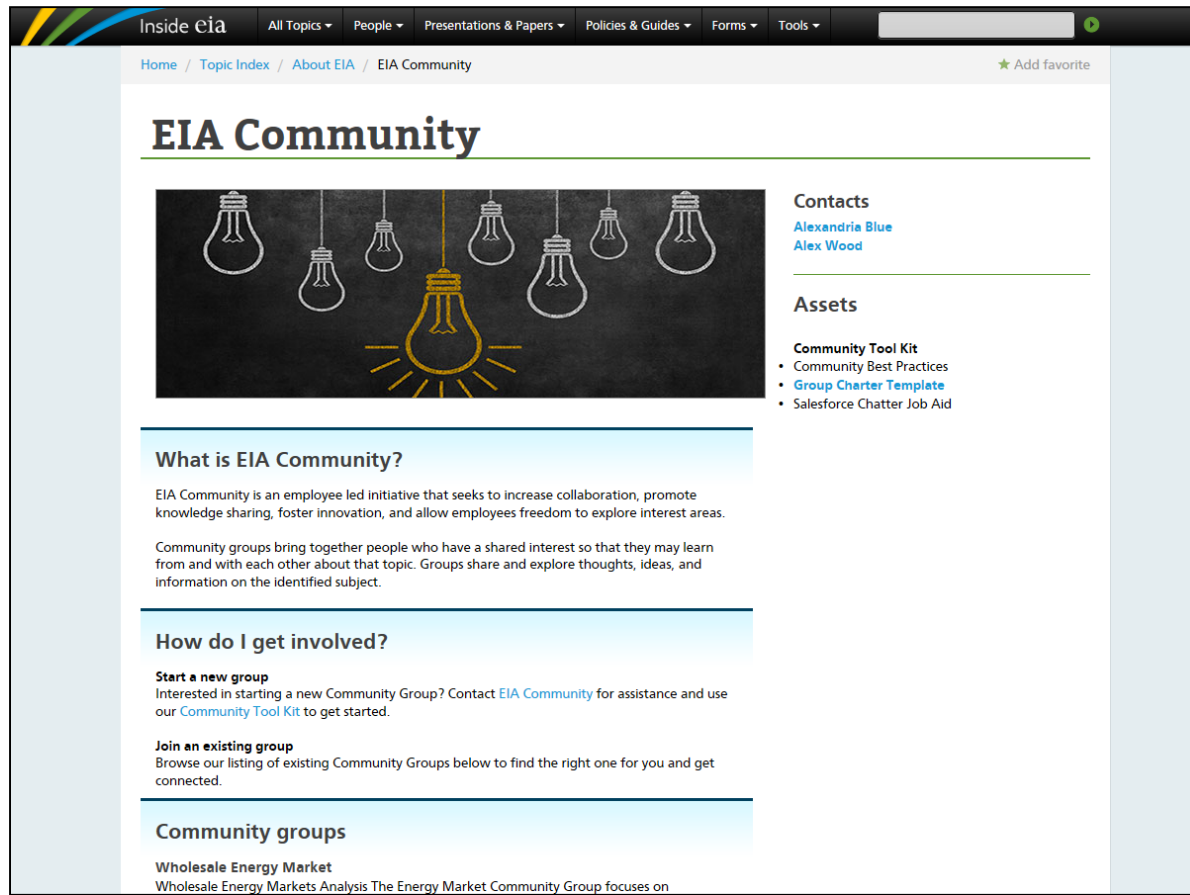
Current Community Groups

- **Wholesale Energy Market Analysis**

- **Employee Engagement**

- **Environment & Energy**

- **Big Data**

- **SAS**

- **Mapping**

- **Data Visualization**

EIA's management priorities

EIA is focusing on these four areas to strengthen our foundation:

- Institutionalizing EIA's refreshed values
- Fostering leadership competencies
- Engaging employees
- Developing retention strategies

EIA's current values

- ***People****:* EIA's people are its greatest asset; together we are a high-performing team
- ***Purpose****:* We are customer focused, seeking to meet their needs now and in the future
- ***Performance****:* We continually seek to improve our data and analytical tools
- ***Perspective****:* We are independent and impartial—not isolated and irrelevant

Employee Q&A

Upcoming events

- 20th anniversary celebration of EIA's website - Wednesday, July 1 from 1:30 to 3:30

- Picnic on the patio – Thursday, July 16 from 11:30 to 1:30

- Write Right curriculum - details on Inside EIA

- Brown Bag presentations of the Secretary briefings - watch for email reminders

Thank You!

EIA All-Hands Meeting

EIA Federal Employees

Adam Sieminski, Administrator

November 17, 2015

Agenda

- Introduction of new staff

- Key accomplishments

- Status of the management and leadership priorities

- Presentation of Administrator's Award

- Employee Q&A

Welcome new EIA employees

- Danny Alley (ORTM)

- Stacy Angel (OES)

- Kevin Burt (OES)

- Emily Geary (OES)

- Brian Hewitt (OES)

- David Kinyon (OES)

- Melissa Lynes (OEA)

- Vasyl Mytsak (OES)

- Cecile Sano (OES)

- Cuc Schroeder (OES)

- Maggie Woodward (OES)

EIA is responding to customer needs

Investments in EIA are producing real results:

- ❑ Hourly electricity load data (EIA-930)

- ❑ Domestic oil and gas production data (EIA-914)

- ❑ Analysis of crude oil exports policy

- ❑ Consumption survey pilots

- ❑ Drilling cost data

- ❑ Distributed solar generation data and analysis

- ❑ Exports data from Customs and Border Protection

- ❑ North American data and mapping harmonization project

Management and leadership priorities

EIA is focusing on these four areas to strengthen our foundation:

- Refreshing and institutionalizing EIA's values
- Fostering leadership competencies
- Engaging employees
- Developing retention strategies

Your input binned into a values framework

Core	Aspirational	Permission to play
proud to make a difference	transparent	open-minded
committed to public service	respectful	hard-working
entrepreneurial	*entrepreneurial*	honest
innovative	empowered	ethical
collaborative	*collaborative*	professional
team-focused	*team-focused*	collegial
accountable	*accountable*	
flexible		
invested		
responsive		
helpful		

Fostering Leadership Competencies

- Goal: To foster and sustain outstanding leaders at EIA

- Research, focus group, & listening sessions

  There is no central place to learn about available and effective leadership training.

- OPM model

Leading & Managing Organizations (A6)	Leading and Managing Programs (ODs)	Leading and Managing People (TLs)	Managing Projects (GS-13s & GS-14s)	Managing Yourself

- Achieve coherence and structure

  and foster competencies

- Recommendations

Coaching & Mentoring

Coordination

Learning & Training

Experience

Employee engagement group

- In four months, the EE group initiated projects that reached 50 employees (approximately 15% of the agency). These include:

  - Creation of an EIA pickup softball day which had 20 EIA employees participate

  - Creation of an EIA soccer team (EIA United) which had 12 participants

  - The formation of an EIA hand-chime chorus, a suggestion provided by an employee outside of the EE Group

- The EE group has initiated other projects designed to improve morale/engagement, including:

  - Creation of EIA Kudos, connects employees with positive stakeholder feedback

  - Updating EIA hallway graphics

  - Creating an EIA calendar designed to highlight EIA products, staff, and praise from EIA stakeholders

  - Replication of PBS's weekly morning breakfast meeting

  - Energy Industry Access Program and EIA recognition coin proposals

Management Priority: Retention Strategies

- Develop a comprehensive set of recommendations for improving employee retention at EIA
    - Including structured assessment of the issue, comparative assessment with other agencies and the private sector
    - Must focus on two high-priority topics:
        - Developing programs and practices for facilitating nonmonetary recognition; and
        - Establishing non-supervisory career path(s)
    - We are considering input from the EVS, employee exit interview findings, targeted brainstorm sessions involving current employees, and input from managers

- The recommendations will also describe who is the focus of the retention effort, best practices in addressing that group, implementation considerations and constraints, and performance metrics for success

Union Remarks

EIA Administrator's Award

Congratulations

Barbara Mariner-Volpe

2015 EIA Administrator's Award recipient

Employee Q&A

Upcoming events

- EIA Communities Open House – Thursday, December 3 from 9:00 to 10:30 in 2E-069/81

- EIA Holiday Party - Thursday, December 10 from 12:30 to 3:30 on the second floor

- 2016 EIA Energy Conference - July 11 and 12 at the Washington Hilton; stay tuned for more details

Thank You!

EIA All-Hands Meeting

EIA Federal Employees
Adam Sieminski, Administrator
May 19, 2016

Agenda

- Introduction of new staff

- Delivering on the management and leadership priorities

- Program accomplishments

- Strengthening our organization

- Employee Q&A

Welcome new EIA employees

- Tuncay Alparslan (OEA)

- Jessica Biercevicz (OES)

- Jesse Esparza (OEA)

- Meg Freeburn (OC)

- Linda Guzman-Tacaraya (OES)

- Ari Kahan (OEA)

- Kimmie Klaiman (OEA)

- Chrishelle Lawrence (OES)

- William Lawson (OES)

- Alexander Mey (OES)

- Danya Murali (OEA)

- Christinne Rodriguez (OC)

- Fadi Shadid (OES)

- Tony Sixon (ORTM)

- Nicholas Skarzynski (OEA)

- David Stone (OEA)

- Manussawee Sukunta (OEA)

- Kristen Tsai (OEA)

- Jeramiah Yeksavich (OES)

Management and leadership priorities

Turning your good ideas and hard work into results:

- **Engaging employees**
  - Recognition coin
  - Energy Industry Access Program
- **Developing retention strategies**
  - Expanded student loan repayment program
  - Career paths for EIA's core job series
- **Fostering leadership competencies**
  - Chief Learning Officer
  - Tailored leadership coaching program

EIA's new recognition coin

New water fountains!

Our core values and vision
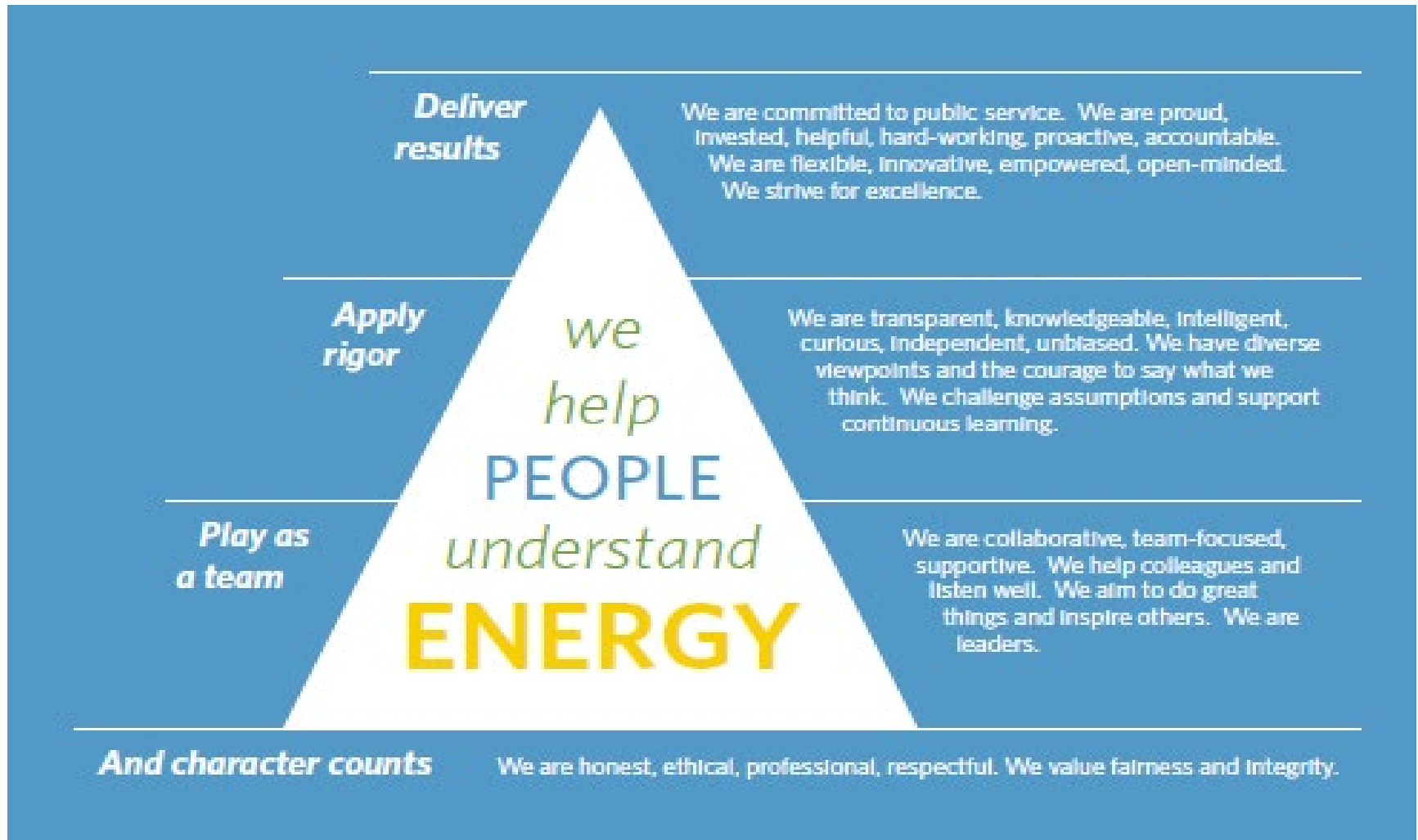
EIA's program continues to deliver

- *Natural Gas Weekly Update* – a key collaborative product that just celebrated its 20-year anniversary

- *International Energy Outlook 2016* – a highly anticipated, widely-used EIA flagship product

- *Annual Energy Outlook 2016 Early Release* – features the Reference case and the No Clean Power Plan case

- **Commercial Buildings Energy Consumption Survey** – data now available for the 2012 CBECS

- **EIA-930 hourly electricity data** – release of the public beta planned for late June

- **Crude oil export data** – data from Customs and Border Protection to be integrated with EIA's weekly supply statistics

- **EIA Energy Conference** – July 11 and 12 at the Washington Hilton

Transformation status review results

Category	External Respondents	OES Customer Service Representatives	OES Program Offices
Business Applications	Mixed	Mixed	Mixed
Communication	Mixed	Not Satisfied	Not Satisfied
Processes	Not Satisfied	Not Satisfied	Not Satisfied
Relationships	Satisfied	Satisfied	Mixed
Training	Mixed	Mixed	Not Satisfied
Overall	Mixed	Mixed	Not Satisfied

Aligning EIA for success: changes to RTM

Assistant Administrator for Resource and Technology Management

Office of Organizational Administration, Planning and Development (OAPD)

- Renames the former Office of Employee Services

- Redefines functions with a more strategic workforce development orientation, including a Chief Learning Officer

- Acquires records management function from IT

Office of Information Technology (IT)

- Acquires system development and maintenance functions

- Relinquishes agency records management function

- Oversees IT governance process

Office of Financial Management and Program Evaluation (FMPE)

- Renames the former PBPE

- Retains budget formulation, execution, and program evaluation functions

- Oversees the EIA corporate PMO

Office of Acquisition Management (AM)

- Elevates procurement to an office-level function consistent with EIA's expanded contracting authority

- Realigns staff in the GS-1100 series only from PBPE to AM (no change in reporting relationships or duties)

Employee Q&A

Upcoming events

- **RTM info session**- Wednesday, May 25 at 12:30 in the CoLab

- **2016 EIA Energy Conference** - July 11 and 12 at the Washington Hilton

- **EIA Picnic on the Patio** – Thursday, July 21

- **Federal Employee Viewpoint Survey** – please participate if you haven't already

EIA All-Hands Meeting

January 9, 2017/ Washington, DC

Adam Sieminski, EIA Administrator

Agenda

- Administrator's remarks

- Transition update

- Program priorities for FY 2017

- NTEU remarks

- Employee Q&A

- Administrator's Award for Special Achievement

Transforming data operations

Expanding the depth and breadth of our statistical program:

- Crude-by-rail data, crude oil and expanded natural gas data directly from producers, and real-time petroleum export data

- Consumption and efficiency program innovations for RECS and CBECS

- Hourly electricity load data, a first-ever achievement by a government statistical agency

Increasing analytical impact

Bringing context and meaning to a rapidly changing energy landscape:

- Today in Energy - an agency-wide collaboration delivering timely, topical information to customers

- The North American trilateral initiative - reconciling energy outlooks, terminology, and mapping

- Special analyses – for example, crude oil and LNG export scenarios, Clean Power Plan impacts, and the Drilling Productivity Report, which are helping customers understand changing market dynamics

Improving the customer experience

Taking information accessibility to new levels:

- Innovative product platforms – for example, the International Energy Portal, Electricity and Coal Browsers, interactive maps, and social media

- Open data initiatives – the APIs, Excel add-in tool, and Google Sheets are significantly extending EIA's reach and impact

- The annual EIA Energy Conference - engaging our stakeholders and building peer-to-peer networks

Enabling the mission

Increasing capabilities by improving the way we do business:

- CoLab – EIA's state-of-the-art collaborative facility exemplifies our workplace culture

- Transition of IT functions to the CIO's office – standardizing our IT portfolio management through best practice implementation

- EIA's corporate PMO – establishing an agency-wide culture of project management

Improving EIA's workplace quality of life

- On-boarding process – acclimating new staff by creating a more positive first impression

- Telework – better work/life balance for staff and managers

- EIA Community program – encourages employees to cultivate new interests and connect with colleagues

- New water fountains with bottle fillers – small improvement/big impact

- Higher EVS scores – employee engagement strategies are working

Our core values and vision

Transition Update

OES Priorities

Selected OES program goals for FY17

- Improvements to the Renewable Data program (ERUS)

  – Develop third party data on distributed wind resources, and design for a new Renewable Energy Annual

- Award CBECS 2018 and begin the project (ECES)

- Develop Business Requirements for 800 series modernization (PBS)

- Implement Central Operations functions and roles (OGCSS)

- Statistical Methods Improvement Plan (SDSI)

  – Tools, techniques, statistical standards, career paths

OEA Priorities

Opportunities for informational agencies

- Growth of "big data" in public arena

- Changes in information gathering

- Changes in career management

OEA management initiatives

- Analytical Capability Improvement Plan

  - Current model limitations

  - Analysis limitations

  - Robustness of results

- Human Capital Improvement Plan

  - Coursework and training

  - Communication

  - Leadership opportunities

  - Consistent platforms

Emphasis on collaboration

- OC: Importance of communication

    - AEO and IEO publications

    - IES web portal

- OES: Overlap and feedback loop

    - Energy 101 training

    - IES web portal

- ORTM: Common platforms and shared experience

    - Consistent platform

    - Contract support

    - Project management

OC Priorities

Launch unified trilateral website, www.nacei.org

- Encompasses the content currently existing in three languages, hosted by the three countries, on three separate websites (EIA.gov, www.gob.mx, www.nrcan.gc.ca)

- Targeted to launch in February 2017
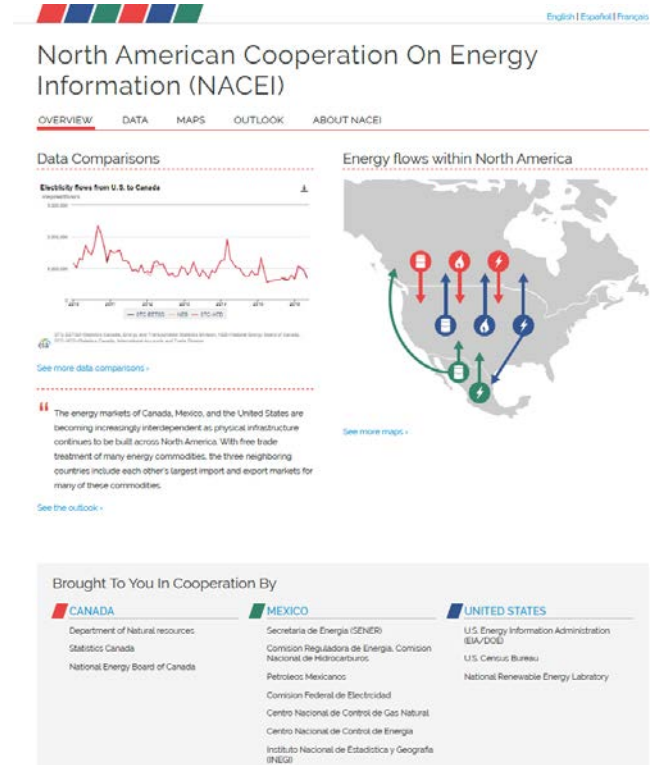
Showcase water consumption data by the electricity generation sector

- Partnership with DOE's Office of Energy Policy and Systems Analysis (EPSA) and OES

- Develop a new capability on EIA.gov to showcase water consumption data by the electricity generation sector—and include this new data in EIA's application programming interface (API)

Implement recommendations from the EIA.gov "findability" project

- OC engaged a UX / information architecture consultant to develop recommendations to make it easier to locate key reports and analyses

- Project will rewrite the site's underlying "Bookshelf" application to introduce new functionality and a restructured and enhanced taxonomy

- Additionally, implement design and usability improvements on the EIA.gov homepage and L2 pages, and throughout the site's global navigation

Modernize EIA.gov's web programming code

- Continue to convert our website's key language from Cold Fusion to PHP

- Implement responsive design to better support mobile devices and wide displays

- Second year of a 3-year project

- In FY17, this will include migrating the majority of the site's back-end applications
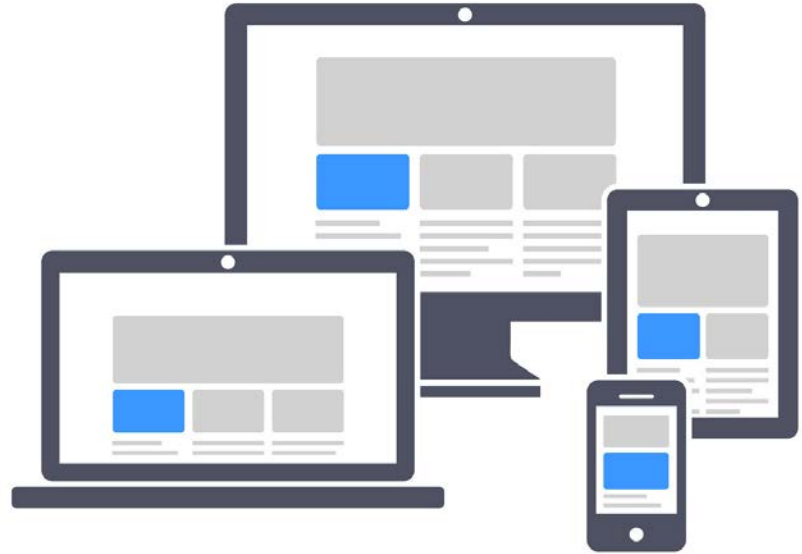
ORTM Priorities

ORTM priorities in FY 2017

Implement effective, integrated IT solutions for EIA's enterprise data management needs:

- Deliver an IT strategic plan and routinize the IT governance process
- Execute the 800 series project plan
- Begin development of an EIA-wide enterprise architecture
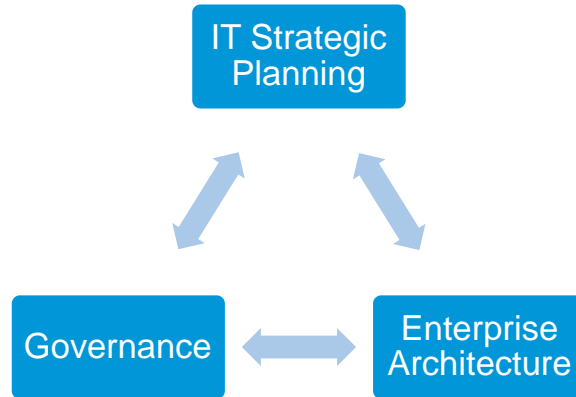
ORTM priorities in FY 2017 (cont'd)

- Strengthen EIA's project management culture

    - Expand the PMO's capacity to handle more projects

- Support EIA-wide collaboration

    - Conduct a SharePoint pilot

    - Upgrade the CoLab's technology capabilities

- Implement workforce development initiatives

    - Recruit a Chief Learning Officer to coordinate efforts

    - Rollout the career path materials on Inside EIA

MyCareer@EIA program and intranet site

- A career development program designed to explore the careers and career paths of EIA's most common job series

- Features information on technical and soft skill competencies to help employees understand the knowledge, skills, and abilities associated with each job series; on-the-job developmental experiences to help employees learn new skills while they work; virtual training opportunities within the agency that can help employees build a skill or competency; and career paths to demonstrate how employees can progress in their careers

- Launching on January 25
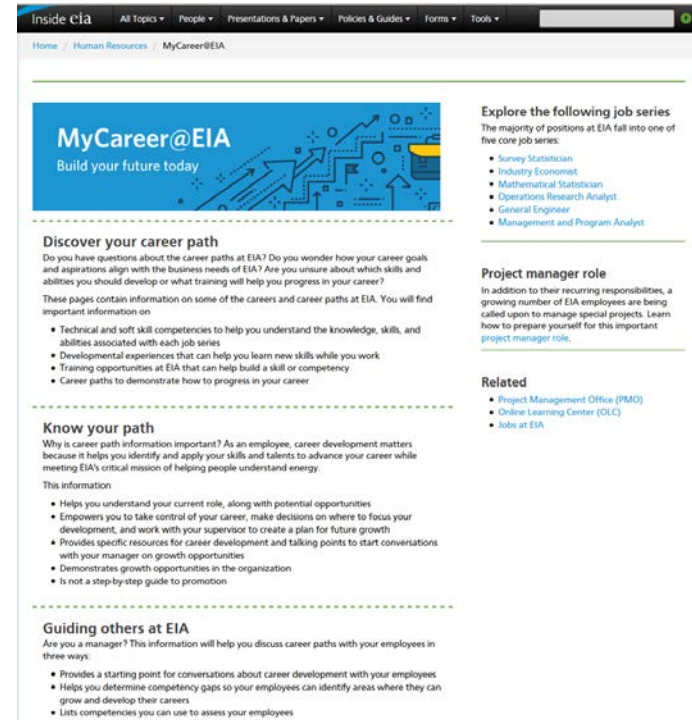
NTEU Remarks

Employee Q&A

The 2016 Administrator's Award for Special Achievement

Stefanie Palumbo

Upcoming events

- **Farewell reception for Adam –** Thursday, January 12 from 2:30 to 4:00 in the CoLab

- **EIA Communities of Interest Open House** – Thursday, January 26 from 11:00 to 1:00 in 2E-069

- **2017 EIA Energy Conference** - June 26 - 27 at the Washington Hilton; stay tuned for details

EIA All-Hands Meeting

June 5, 2017/ Washington, DC

Agenda

- Welcome

- Transition developments and budget overview

- Recent program accomplishments & update on management priorities

- Project management update

- IT Strategic Plan rollout

- NTEU remarks

- New employee recognition

- Employee Q&A

- Upcoming events

EIA's FY 2017-2018 budget picture

- Recent budgets have enabled EIA to deliver significant value by expanding program coverage to fill crucial information gaps and increase accessibility for our customers

- The FY 2018 budget request enables EIA to maintain these program enhancements and continue most core statistical and analysis activities

- However, the FY 2018 budget request does not fully support EIA's ability to keep pace in addressing emerging energy issues

EIA budget request and appropriations
Fiscal Years 2015-18
Millions of dollars

■ Budget Request   ■ Appropriated

FY	Budget Request	Appropriated
FY 15	123	117
FY 16	131	122
FY 17	131	122
FY 18	118	
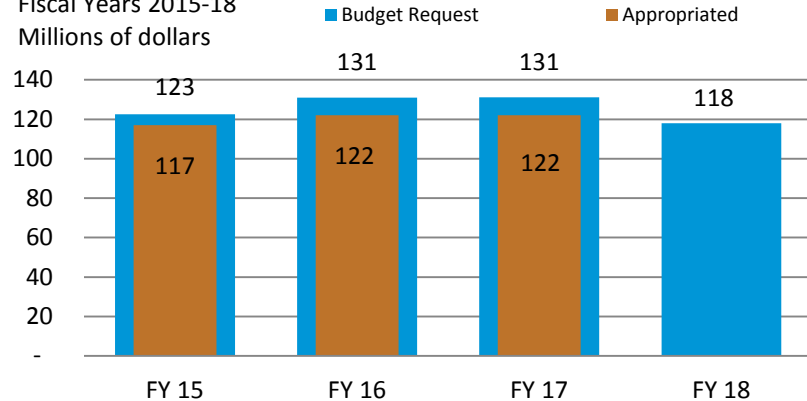
Review of Program Accomplishments

Management priorities update: following through on employee engagement initiatives to improve EIA's workplace culture

- **MyCareer@EIA** – provides comprehensive information about the knowledge, skills, and abilities associated with EIA's core job series, including training and developmental opportunities and career paths to demonstrate how to progress in your career

- **EIA's Communities of Interest** – now featuring 16 groups offering opportunities for employees to explore areas of interest and increase collaboration, promote knowledge sharing, and foster innovation

- **Energy Industry Workshops** – open to all staff, these workshops allow EIA presenters to showcase their knowledge and help improve participants' "energy IQ"

- **Energy Industry Access Program** - empowers employees to arrange and participate in field trips that promote a better understanding of the industries EIA employees interact with

- **Mentoring program rollout** – stay tuned for details coming soon

Project Management Update:

Status of PMO Projects

OEA - GHYSMO

Sponsor: John Staub

Project Manager: Ari Kahan

Project Indicators

Scope ⬤ Schedule ⬤ Budget ⬤ **Overall** ⬤ Trend v. last Qtr. ⬆ ⬌ ⬇

Key: green = on track ; yellow = moderate risk; red = critical issues

Schedule Summary

START [///////////////] END

Apr 2016   04/17   Sep 2018

Recently Completed and Upcoming Milestones

Description	Status	Due Date
Component Design Report (CDR)	Completed	Feb 2017
Prototype Test Plan	Completed	Feb 2017
Prototype Model coding & iterative testing	In Progress	Aug 2017

Status Takeaway: New long-term international oil and natural gas model. Overall status is on track
- Phase 1: Model Design – Completed/On Schedule
- Phase 2: Prototype Development – On Track
- Phase 3: Full Model Development – Not yet started
- Meeting cadence now set to one weekly project leadership meeting

Scope: No scope changes.

Schedule:

Phase 2: Prototype development is on track;
- Held full day integration workshop, finalized draft integration procedures
- Developing initial stand-alone components
- Goals document and test plan have been completed
- Task lists have been completed
- Coding is underway for each individual module

Key Risks and Mitigation

Risk Name	Description	Risk Probability	Risk Impact	Mitigation Approach
Prototype Test Failure	Failure in testing the prototype may greatly impact project schedule	Medium	High	Develop two options to fall back on which require time to implement plans.
Staffing/Resourcing	Multi-tasking among staff and competing demands and priorities impact schedule	Low	Medium	Created sub-teams around the sub-models – central task lists.
Procurement	Dependency on BPA creation prior to EOPIV contract implementation could lead to funds not being available	Medium	Low	Acceptance of risk due to low impact to project schedule and reduced dependency on contract support for prototype build.

National Gateway-
www.noggateway.org

Sponsors: Neff & Pearson

Project Manager: Pauline George

Project Indicators

Scope	Schedule	Budget	**Overall**	Trend v. Last Qtr.
🟢	🟡	🟡	🟡	⬆ ⬌ ⬇

Key: green = on track ; yellow = moderate risk; red = critical issues

Schedule Summary

START ▨▨▨▨▨▨▨▨▨▨ END

Oct 2016   4/17   Oct 2017
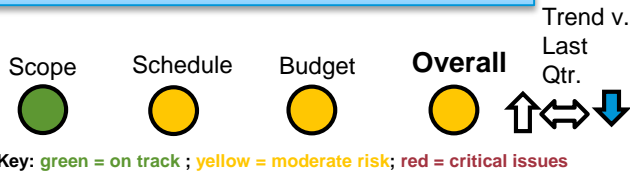
Project Description: develop a user friendly public website and consolidated database to provide a better national picture of well level activity.

Scope:
- The existing contract will be modified to reflect the current task items to be completed during the contract period, including the maintenance of an AWS environment.

Schedule:
- Beta site has been provided to participating states, however a full public release will be completed after AWS services have been procured by GWPC.

Key Decisions:
Determine funding needs and timing for grant to GWPC

Recently Completed and Upcoming Milestones

Description	Status	Due Date
Beta site provided to member states	Completed	4/6/17
FracFocus Integration with Gateway	Started	06/17
AWS Environments operational	Not Started	06/17
Public launch of website	Not started	07/17

Key Risks

Risk	Description	Probability	Impact	Response Strategy
Navigating Grant Process	Determine new funding strategy to procure AWS services to host the Gateway	High	High	Work with procurement specialist to assist in determining requirements and logistics for grant process.

CBECS

Sponsor: Tom Leckey

Project Manager: Joelle Michaels

Project Indicators

Scope	Schedule	Budget	**Overall**	Trend v. Last Qtr.
🟢	🟢	🟡	🟢	⬆ ⬅➡ ⬇

Key: green = on track ; yellow = moderate risk; red = critical issues

Schedule Summary

START ▨▨▨▨▨▨▨▨▨▨▨▨▨▨▨▨▨▨▨▨ END

Oct 2016   4/17   Dec 2021

Project Description: The Commercial Buildings Energy Consumption Survey is EIA's instrument for collecting data about how energy is used in the commercial buildings sector of the economy.

Scope:
- **Buildings Survey:** Detailed information about buildings collected from building owners and managers in a voluntary survey.
- **Energy Suppliers Survey (ESS):** Mandatory collection of energy consumption from utilities for about half of the cases.
- **Frame Enhancements:** Test new, modern methods to develop and update a sample frame of commercial buildings.
- **Alternate Mode(s):** Evaluate feasibility and validity of online or other data collection methods.
- **Tenant Star:** New mandate from Congress to promote energy efficiency in separate leased spaces, similar to EPA Energy Star.

Completion Criteria: Public use microdata files and documentation available on the EIA web site for general use.

Recently Completed and Upcoming Milestones

Description	Status	Due Date
Procurement announcement	Complete	12/14/16
Proposals received	Complete	2/9/17
Anticipated award date	Planned	4/30/17

Key Risks and Mitigation

Risk Name	Description	Probability	Impact	Mitigation Approach
Budget shortfall	EIA budget comes in less than expected, jeopardizing CBECS funding	Medium	Medium	Seek partnership with key stakeholders
Procurement delay	Procurement delays threaten timely start of project	Medium	Medium	Keep senior leaders apprised

EIA 800 Series Modernization

Owner: S. Nalley **Sponsors: T. Leckey, G. Pearson** **PM: Rodney Payne**

Project Indicators

Scope	Schedule	Budget	**Overall**
🟢	🔴	🟢	🔴

Trend v. Last Qtr. ⬆ ⬌ ⬇

Key: green = on track ; yellow = moderate risk; red = critical issues

Schedule Summary

START Jan 2017 ▨▨▨▨▨ 5/17 **END** Oct 2017

Project Description: Update platform that supports EIA 800 Series surveys and business processes

Status Takeaway: We are at the beginning of Sprint 4. Significant application environment issues arose in Sprint 3 which have been resolved. The team lost two contractor project team members (business analyst and legacy developer).

Recently Completed and Upcoming Milestones

Description	Status	Due Date
Springs 2 and 3	Completed	
Sprint 4	In Progress	6/2
System demonstration	Completed	5/25

Key Risks

Risk	Description	Probability	Impact	Response Strategy
Transition from EOP III to EOP IV	The transition period has commenced. The disruption caused by the shift in some personnel resources could impact the project schedule.	High	High	Coordinate personnel resource changes with the new vendor to minimize the impact on the project schedule.
Enterprise Architecture	The risk that the enterprise architecture components may not be procured in time to allow for the start of functional and integration testing.	Medium	Medium	Procurement packages are being prepared in advance per contracting officer guidance to avoid purchasing delays once the approval is received from the DOE CIO's office.

PMO project overview - visit the <u>PMO page</u> on Inside EIA for more information

Lead Office	Project Name	High-level Description	Project Manager	Project Initiation	Planned Completion	Status Q2 2017		
						Scope	Sched.	Budget
ORTM	800 Series Modernization	Update platform that supports EIA 800 Series surveys and business processes	Rodney Payne	2017	Oct 2017	🟩	🟥	🟩
OC	Groundwater Protection Council	Gateway for data on 11 oil and gas producing states	Pauline George	2017	Sep 2017	🟩	🟨	🟨
OES	Commercial Buildings Energy Consumption Survey (CBECS)	Updates to business processes and data collection on energy use	Joelle Michaels	2016	Mar 2021	🟩	🟩	🟨
OES	Residential Submetering	Residential metering project to receive detailed energy usage by consumers	Bill McNary	2017	Dec 2018	🟩	🟩	🟩
OC	PHP Migration	Update www.eia.gov website coding from cold fusion to PHP	Steve Luminati	2016	Jun 2018	🟩	🟩	🟩
OEA	Global Hydrocarbon Supply Model (GHYSMO)	Update model to capture the development of international natural gas and crude oil resources	Ari Kahan	2016	Sep 2018	🟩	🟩	🟩
ORTM	SharePoint	Pilot the use of SP to support business lines, record/document management, process management. and collaboration	Pam Edmond	2017	Sep 2017	🟩	🟩	🟩
OES	930 Enhancements	Update the Hourly Electricity Data Survey to capture new data elements cleared with OMB	Bill Booth	2017	Jun 2018	Chartering		
OES	915 Marketed Natural Gas	Close two surveys and create a new survey to obtain state level marketed natural gas data	Jeff Little	2017	2019	Business Case / Chartering		
OES	878 Motor Gas	Collect weekly motor gas price data and annual volumetric data	T. Heppner & L. Stroud	2016	2018	Chartering		

EIA IT Strategic Plan summary (2017-2018)

EIA IT Mission

Manage and operate an integrated and secure EIA enterprise; to provide a secure standard development, testing and operational IT environment, and to develop policy and procedures to safeguard EIA information and information systems as stipulated by Federal, DOE and EIA policies, procedures and guidelines, to support the mission and goals of EIA.

EIA IT Vision

A modern, collaborative, and interoperable IT environment enabling EIA to perform its mission and be responsive to stakeholders and the public.

Core Capabilities

Governance • Information and IT Management • Enterprise Architecture, Policy, and Standards Cybersecurity • IT Workforce Management

Strategic Goal 1	Strategic Goal 2	Strategic Goal 3	Strategic Goal 4
"Provide the workforce with the technology they need to grow and succeed"	*"Advance enterprise-wide collaborative IT decision making"*	*"Consolidate and enhance our IT Portfolio"*	*"Enhance information security"*
Provide the workforce with the technology and training needed to successfully perform their jobs	Ensure successful mission outcomes with collaborative IT planning, investment selection, management, and monitoring	Increase cost-efficiency through IT service consolidation, enhancement, and disciplined retirement; create greater economies of scale and give EIA increased agility in meeting increasing energy information consumer needs	Protect the integrity of EIA information by strengthening our information security posture

http://inside.eia.gov/itgb/

- Overview of the ITGB

- IT Strategic Plan

- ITGB Charters

NTEU Remarks:

Mohammad Banaei, Chapter 213 President

Welcome new EIA employees

- Neil Agarwal (OEA)
- Naser Ameen (OEA)
- Ronald Blake (ORTM)
- Richard Bowers (OEA)
- Lisa Cabral (OES)
- Samantha Calkins (OEA)
- Raymond Chen (OES)
- Rusty Davenport (ORTM)
- Kenneth Dubin (OEA)
- Michael Francis (OES)
- Anna Hamelin (OES)

- Steven Hanson (OEA)
- Vivien Lau (OC)
- Dennis Mesina (OC)
- Farah Naz (OES)
- Kimberly Palacios (OES)
- Roger Reavis (OES)
- Corrina Ricker (OEA)
- Bianca Roberson (ORTM)
- April Volke (OES)
- Bonnie West (OEA)

Employee Q&A

Upcoming events

- **Federal Employee Viewpoint Survey** - closes June 15, so please participate if you have not already done so

- **2017 EIA Energy Conference** - June 26 - 27 at the Washington Hilton

- **EIA Picnic** – Tuesday, July 11 from 11:30 to 1:30 on the Forrestal patio

EIA All-Hands Meeting

December 5, 2017 | Washington, DC

Agenda

- Acting Administrator's remarks

- Overview of 2017 Federal Employee Viewpoint Survey (FEVS) results

- Employee Q&A

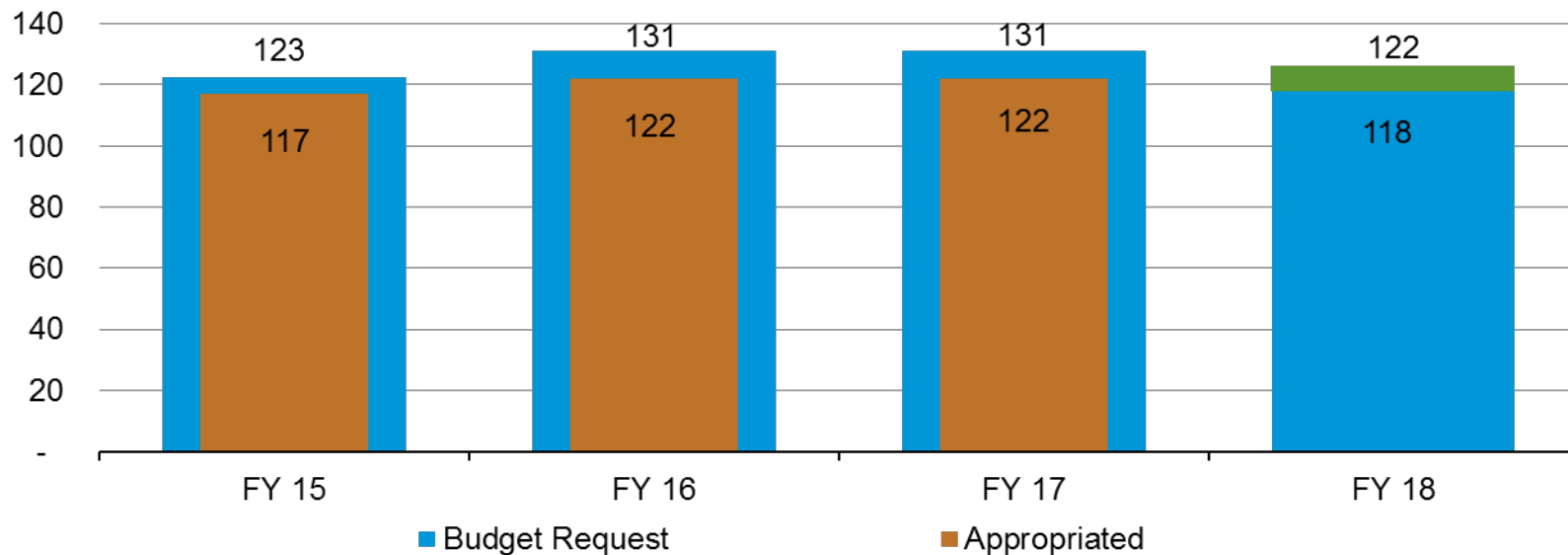- NTEU remarks

- EIA Highlights 2017

- Upcoming events

Welcome new EIA employees

- Aaron Bergman (OEA)

- Nicholas Chase (OEA)

- Benjamin Cotts (OEA)

- Eric Han (OEA)

- Bertrina Lyons (ORTM)

EIA's budget snapshot

EIA budget request and appropriations, fiscal years 2015-18
millions of dollars

Note: FY 18 Pres budget & House bill are $118M; Senate mark is $122M

Assessing EIA's Organizational Strengths, Weaknesses, Opportunities, and Threats:

Key Takeaways from the Senior Leadership SWOT Analysis

SWOT analysis takeaways: EIA's top strengths

- Strong, respected brand

- Policy neutrality

- Knowledgeable, skilled, and diverse workforce

- Collegial leadership team

- Mandatory data collection authority

- Wide portfolio of information products

SWOT analysis takeaways: EIA's top weaknesses

- Don't allocate resources to priorities well

- HR function is not robust enough

- IT responsibilities are diffuse across program offices

- Lack of innovation

- Lack of strategic long-term thinking

- Lack of strategic human capital planning

SWOT analysis takeaways: EIA's top opportunities

- Improve IT infrastructure

- Improve employee engagement and retention

- Re-allocate unfilled positions to agency priorities

- Conduct strategic human capital planning

- Strive for a more diverse staff and management team

- Leverage new technologies to achieve state-of-the-art IT tools/platforms

SWOT analysis takeaways: EIA's top threats

- Loss of reputation through inadequate Quality Control

- Inability to attract the right people/skills

- Unresponsive: too difficult to be agile

- Loss of relevance

- Lack of agency-wide alignment within EIA

2017 Federal Employee Viewpoint Survey (FEVS):

Overview and Results

Executive summary

- The EIA FEVS participation rate increased by 7% from 2016 (69%) to 2017 (76%) and is higher than DOE and government-wide results.

- In recent years, positive responses have increased across the board with a few minor exceptions, most notably: "Physical condition allows employees to perform their jobs well."

- Items regarding perceptions of managers and leadership are most strongly correlated with overall employee engagement:

  – This category has increased significantly in recent years, but we still have room for improvement.

  – Management and morale have also been decreasingly reported as reasons for leaving EIA in the Exit Survey, which is consistent with recent improvements in FEVS scores.

EIA-wide Results

Participation

- EIA's 2017 FEVS participation rate increased by **7%** from 2016 (**69%**) to 2017 (**76%**).

- EIA's 2017 participation was **higher** than government-wide participation by **30%.**

- EIA's 2017 participation was **higher** than DOE participation by **8%.**

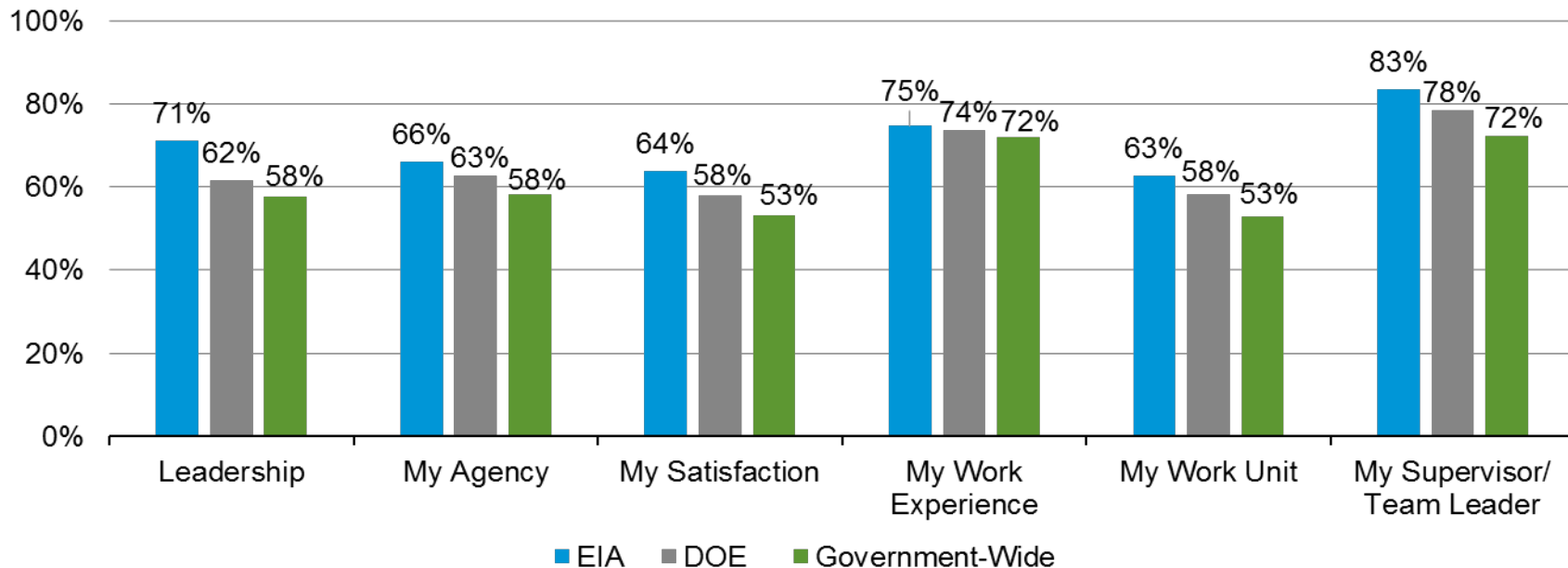- Every EIA program office exceeded the DOE participation rate.

FEVS participation rate
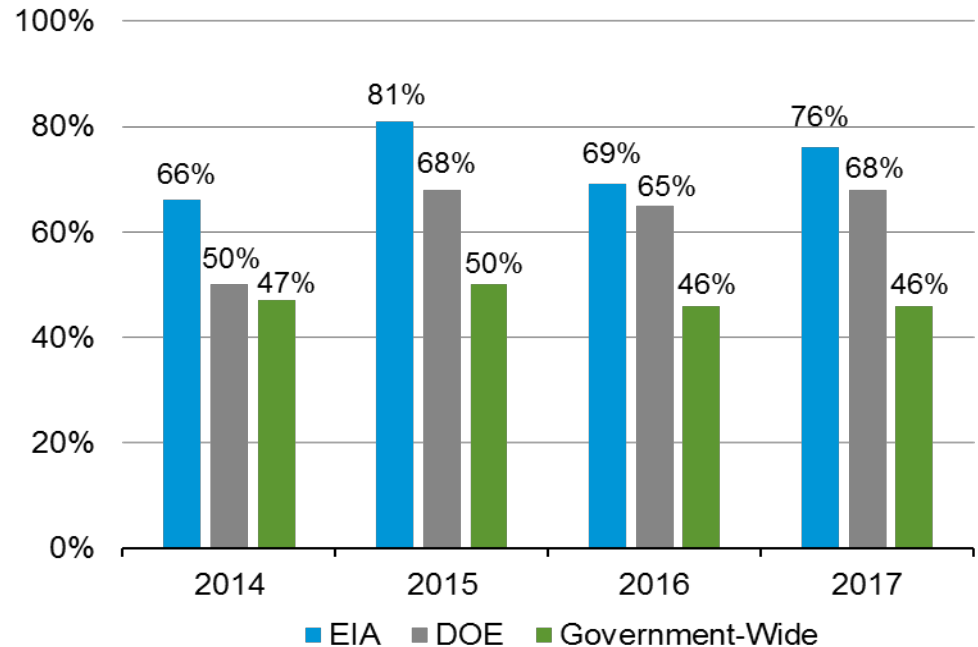
Source: U.S. Office of Personnel Management, 2017 Federal Employee Viewpoint Survey

OPM sections: comparison

OPM Sections
percent positive

Source: U.S. Office of Personnel Management, 2017 Federal Employee Viewpoint Survey

Summary of strengths

- Strengths are items receiving 65% or more positive responses*:

  - **53** (of 71) items received 65% or more positive responses.

- Increases of 5% or more are notable*:

  - **64** items increased by 5% or more since 2013.

  - **42** items increased by 5% or more since 2016.

 * *OPM-defined threshold*

Most Positive Responses

EIA's Work

- EIA is successful at accomplishing mission
- Overall work quality of work unit

Performance Culture

- Willing to put in extra effort
- Look for better ways to do job
- Held accountable for results

Senior Leadership

- Support work-life balance

My Supervisor/Manager

- Communicate priorities
- Listens to staff
- Support work-life balance

Summary of negative responses

- Challenges are items receiving 35% or more negative responses*:

  – Only *"Pay raises depend on how well employees perform their jobs"* received 35% or more negative responses.

  – Of the most negative responses, only two were more negative at EIA than across DOE.

- Decreases of 5% or more are notable*:

  – Only *"Physical conditions allow employees to perform their jobs well"* decreased by 5% or more since 2013.

* OPM-defined threshold

Most Negative Responses

Pay Satisfaction

- Pay raises based on performance
- Global Satisfaction Pay Sub-Index

Conditions and Resources

- Allow employees to perform
- Sufficient resources

Career Development

- Ability to get a better job within organization
- Talents used in workplace

Performance Management

- Differences in performance recognized
- Poor performers dealt with
- Promotions based on merit

Top drivers of engagement

- At EIA, the items that are most strongly correlated with overall engagement are related to manager/leadership style and communication:

  – In my organization, leaders generate high levels of motivation and commitment in the workforce.

  – Managers promote communication among different work units (for example, about projects, goals, needed resources).

  – Managers support collaboration across work units to accomplish work objectives.

  – Overall, how good a job do you feel is being done by the manager directly above your immediate supervisor/team leader?

  – How satisfied are you with the information you receive from management on what's going on in your organization?

- Enhanced quality and frequency of communication from leadership and manager has had, and will likely continue to have, the greatest impact on overall engagement.

2018-2019 employee engagement action planning

- Shifting to a two-year action planning cycle:
  - Shifts focus from drafting annual plans to delivering and tracking annual results.
  - Demonstrates stronger commitment to activities with a longer period of implementation.
  - Enables employee engagement activities to mature and produce measurable results.

- 2018-2019 Employee Engagement Action Plans will be developed by all program offices to drive continuous improvement.

- RTM's SWDT will provide tools and guidance to assist action planning development.

Analyze Results	Review Results	Validate Findings	Develop Action Plans	Implement and Track
October 2017: OPM distributes FEVS results, RTM's SWDT analyzes results	**November 2017:** RTM's SWDT presents results	**November – December 2017:** Confirm results	**December 2017 – January 2018:** Offices develop action plans	**January 2018 – September 2019:** Implement FY 18 action plans, refine action plans

Note: Dates are recommendations

Employee Q&A

NTEU Remarks:

Mohammad Banaei, Chapter 213 President

2017 Highlights

- **Added small-scale solar photovoltaic electricity generation and capacity forecasts** to STEO

- **Expanded the *Drilling Productivity Report* to include the Anadarko region** and combined the Marcellus and the Utica into one Appalachia region

- **Launched the National Oil and Gas Gateway**, the first publicly available website with oil and natural gas well-level data from multiple states

- **Published the IEO2017 and AEO2017 reports in graphic-rich flipbooks**, a cross-agency collaboration that saved substantial resources

- **Started the *Monthly Densified Biomass Fuel Report***, a new EIA survey that gathers information on wood pellet and other densified biomass fuel production, sales, and inventory levels

- **Launched the North American Cooperation on Energy Information website** featuring trade data from the United States, Canada, and Mexico

- **Provided critical information and support for the Secretary's grid reliability report**

2017 Highlights

- **Added new data to the *Petroleum Supply Monthly*** on transportation of hydrocarbon gas liquids, petroleum coke, and asphalt by rail

- **Released RECS data** on trends in energy use in the nation's homes

- **Released MECS data** on energy use and energy intensity of the U.S. manufacturing sector

- **Provided information during the recent hurricanes** on industry supply chains, markets, and infrastructure to help responders and deployed several EIA employees to FEMA's coordination centers

- **Strengthened relationships with our stakeholders** through events such as a video conference with Brazil, the 2017 EIA Nuclear workshop, and the 2017 EIA Energy conference

- **Launched MyCareer@EIA** on Inside EIA to help employees plan their careers at EIA

- **Transitioned to Microsoft's cloud-based email system** to significantly increase employees' email storage and enhance security

Upcoming events

- **EIA Holiday Party** – Thursday, December 14 at 12:30 on the second floor

- **The Combined Federal Campaign (CFC)** – now underway; talk to your office's CFC key worker if you have questions

- **Administrator's Award for Special Achievement** – submit nominations to Patty Breed by Friday, January 5

- **2018 EIA Energy Conference** – save the date: June 4 – 5 at the Washington Hilton

EIA All-Hands Meeting

June 12, 2018

For: EIA Federal Employees

By: Linda Capuano, EIA Administrator

Agenda

- Introduction of new employees

- Recap of the EIA Conference

- EIA spring cleanup

- Strategic planning update

- Employee Q&A

- NTEU remarks

- Presentation of the Administrator's Award for Special Achievement

Welcome new EIA employees

- Constance Baptist – ORTM

- Lindsay Brumbelow – OES

- Kiah Fountain – ORTM

- Alexander McLean – OES

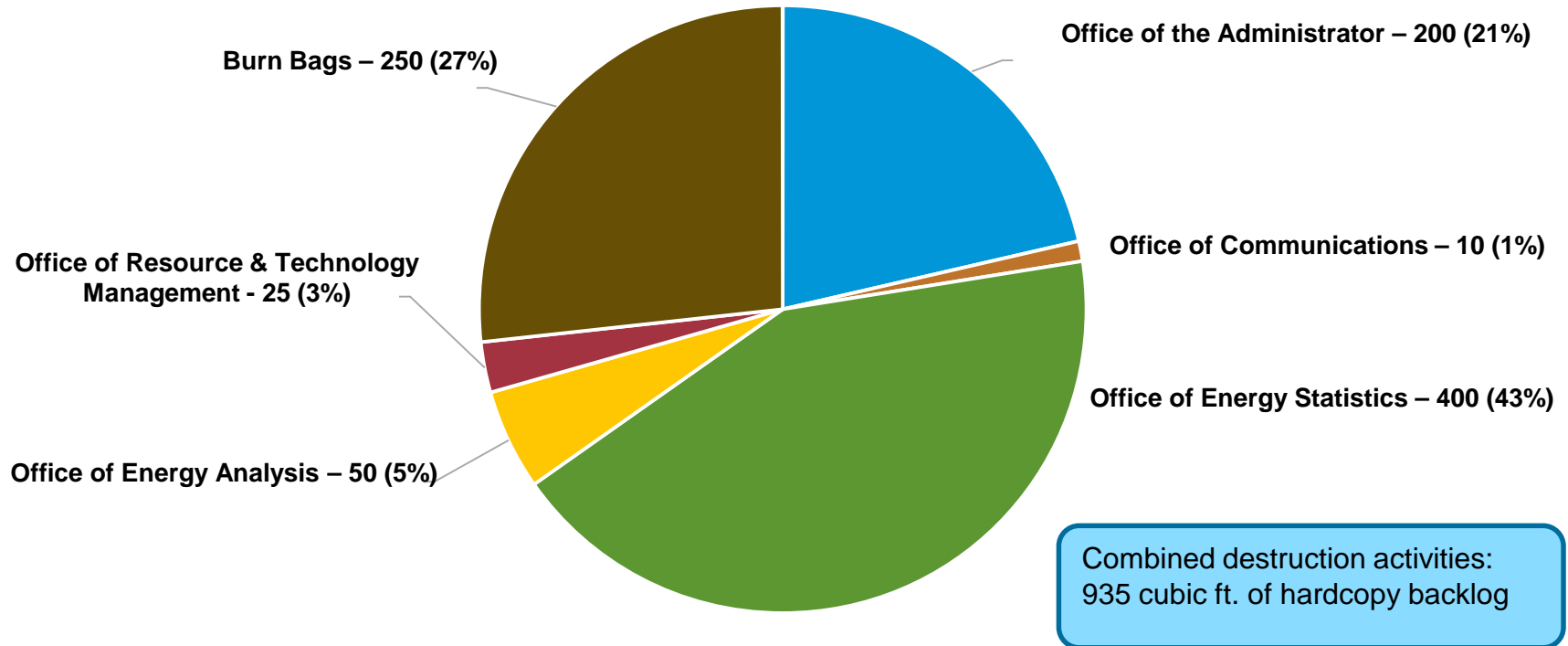- Leslie Nelson – ORTM

- Igor Pedan – ORTM

EIA Energy Conference key takeaways

Congratulations on a big success:

- 710 total registered

- The sessions and invitation-only workshops were mission relevant, interesting and varied

- Presenters were top-notch segment leaders

- The audience was fully engaged—attendees were supportive of EIA's mission and eager to participate in the discussions

- New ideas and provocative suggestions were put forth that will be further discussed in EIA strategic planning sessions

- EIA staff demonstrated their expertise and exemplified our values

Thanks to all who contributed to making this event a success

EIA records spring cleanup: 935 cubic feet of disposed material

Office of the Administrator – 200 (21%)

Office of Communications – 10 (1%)

Office of Energy Statistics – 400 (43%)

Office of Energy Analysis – 50 (5%)

Office of Resource & Technology Management - 25 (3%)

Burn Bags – 250 (27%)

Combined destruction activities: 935 cubic ft. of hardcopy backlog

EIA-wide SWOT by the numbers

14 OD SWOT sessions were conducted across EIA during March and April:

- Approximately 260 employees participated - over 80% of EIA's current staff

- Over 730 individual SWOT items were articulated across the 14 sessions

- Approximately 1300 total votes were cast by participants:

Strengths	244 votes (19%)
Weaknesses	446 votes (34%)
Opportunities	273 votes (21%)
Threats	338 votes (26%)

Summarizing the EIA-wide SWOT results

- 35 significant cross-cutting themes were identified based on participant vote:
  - 8 strengths, 10 weaknesses, 9 opportunities, and 8 threats

- Themes represent a more manageable and concise distillation of the 730 item input

- 35 themes clustered into three categories that align with broader organizational leadership effort:
  - **Core organizational strengths**: These traits fundamentally define who we are as an organization; maintaining and leveraging these strengths is critical to advancing EIA's strategic agenda
  - **Internal management themes**: These items are internally focused; there are linkages and potential synergies among these themes that relate to EIA's ability to deliver on customer-oriented themes
  - **Strategic customer-oriented themes**: These are primarily opportunities and threats that directly impact our external stakeholders; delivering results in these areas will require a high degree of organizational maturity and cross-office coordination

Core organizational strengths from the EIA-wide SWOT

- **Mission**: EIA has a clear and important mission backed by the authority to collect data.

- **People**: EIA has a smart, talented, dedicated, and collegial staff.

- **Reputation**: EIA is a recognized source for high quality, independent, and impartial energy information—we have a strong, credible brand.

- **Reliability**: EIA's data and analysis are relied on by a broad spectrum of stakeholders; our information informs the market and provides important government and industry benchmarks.

- **Portfolio**: EIA delivers a comprehensive portfolio of information products with limited resources.

- **Accessibility**: EIA's information is readily accessible, both in terms of our excellent website and the availability and responsiveness of staff to outside inquiries.

Internal management themes from the EIA-wide SWOT

- Define EIA's future role and align resources accordingly(O)
  _____

- Cumbersome, opaque mission support processes (W)

- Lack of adequate quality control (T)

- Operational inefficiency/no lessons-learned (T)

- Inconsistent/inefficient business processes (W)

- Improve business processes and internal coordination (O)

- Unclear prioritization process (W)
  _____

- Cybersecurity threats (T)

- Inadequate IT tools/infrastructure (W)

- Leverage new IT systems and tools (O)

- Subpar facility (W)
  _____

- Staff attrition/knowledge loss (T)

- Insufficient staffing depth (W)

- Inadequate Human Capital planning (W)

- Lack of developmental opportunities (W)

- Conduct strategic HC planning (O)

- Commit to staff development (O)

- Healthy work-life balance (S)
  _____

- Responsive, supportive leadership (S)
  _____

- Risk-averse organizational culture (W)
  _____

- Budget uncertainty/funding cuts (T)

Strategic customer-oriented themes from the EIA-wide SWOT

- **Dynamic products (O)**: EIA can be an innovator by developing more dynamic and accessible ways of presenting its data and analysis.

- **Competition (T)**: Competition from nimble private sector organizations could diminish the perception of EIA's value.

- **Relevance (O)**: EIA can tap into new audiences by identifying emerging topics and data trends and becoming the go-to source of information for these areas.

- **Relevance (T)**: Inability to keep up with a changing energy landscape could jeopardize perception of EIA's relevance.

- **External collaboration (O)**: EIA can collaborate with other federal agencies and academia to cost-effectively tap into new data sources and expertise.

- **Outreach (O)**: EIA can engage external stakeholders to promote and assess the effectiveness of our current portfolio and solicit requirements for potential new products.

- **Stakeholder engagement (W)**: EIA has not committed sufficient attention and resources to external engagement efforts that could improve our products and provide learning experiences for staff.

- **Reputation (T)**: A perceived loss of independence and neutrality could damage EIA's reputation and credibility.
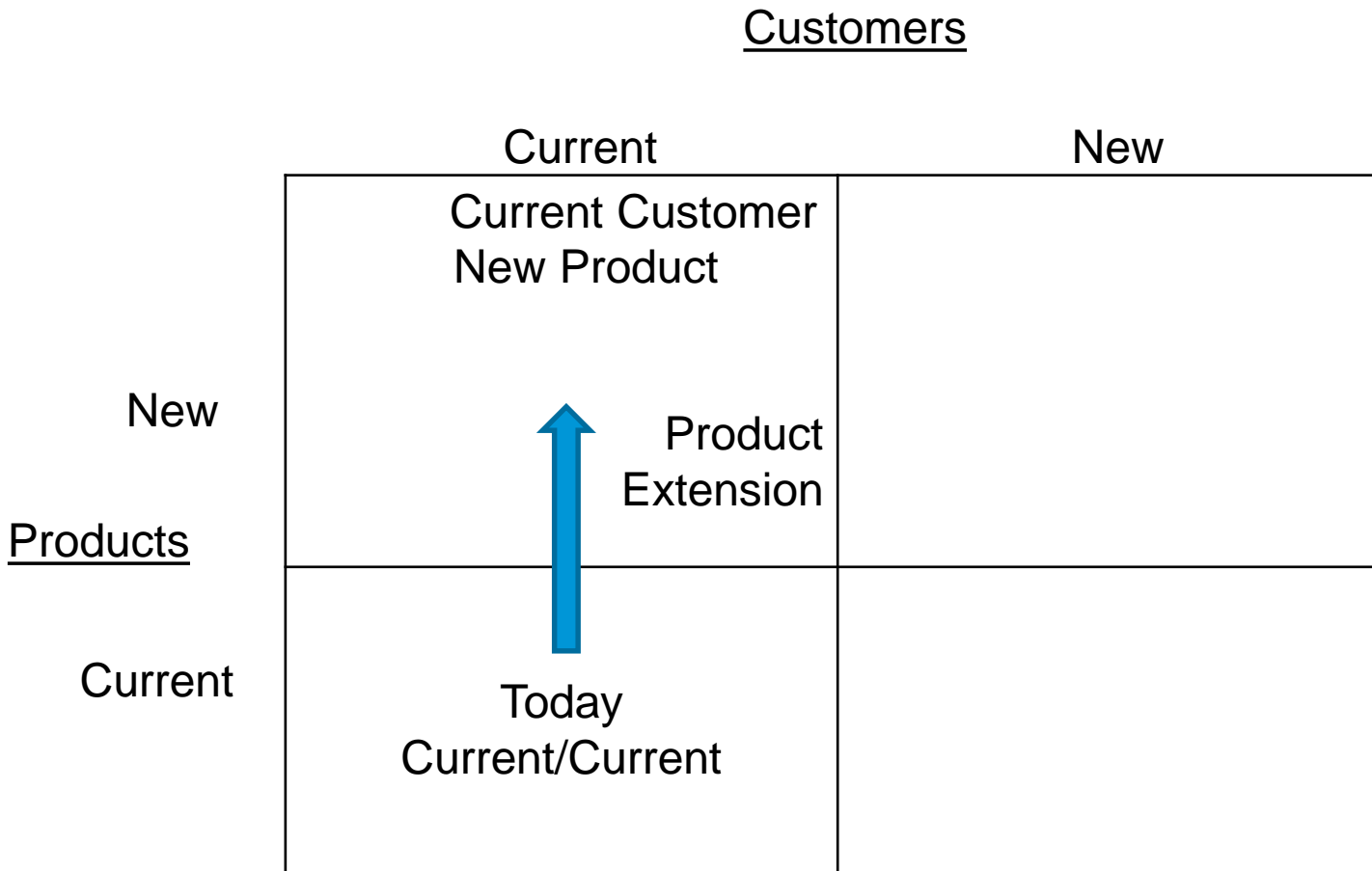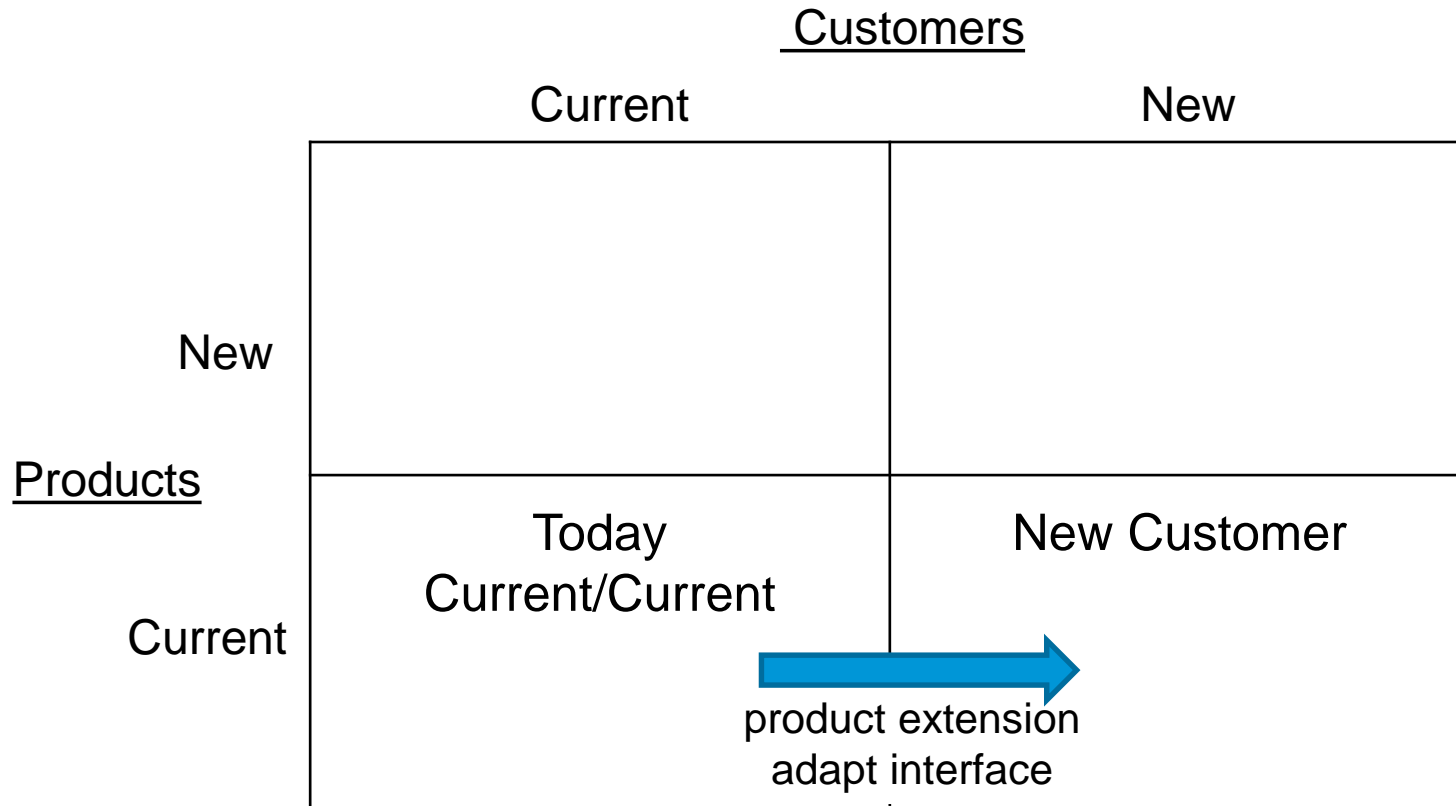
EIA strategic planning process overview
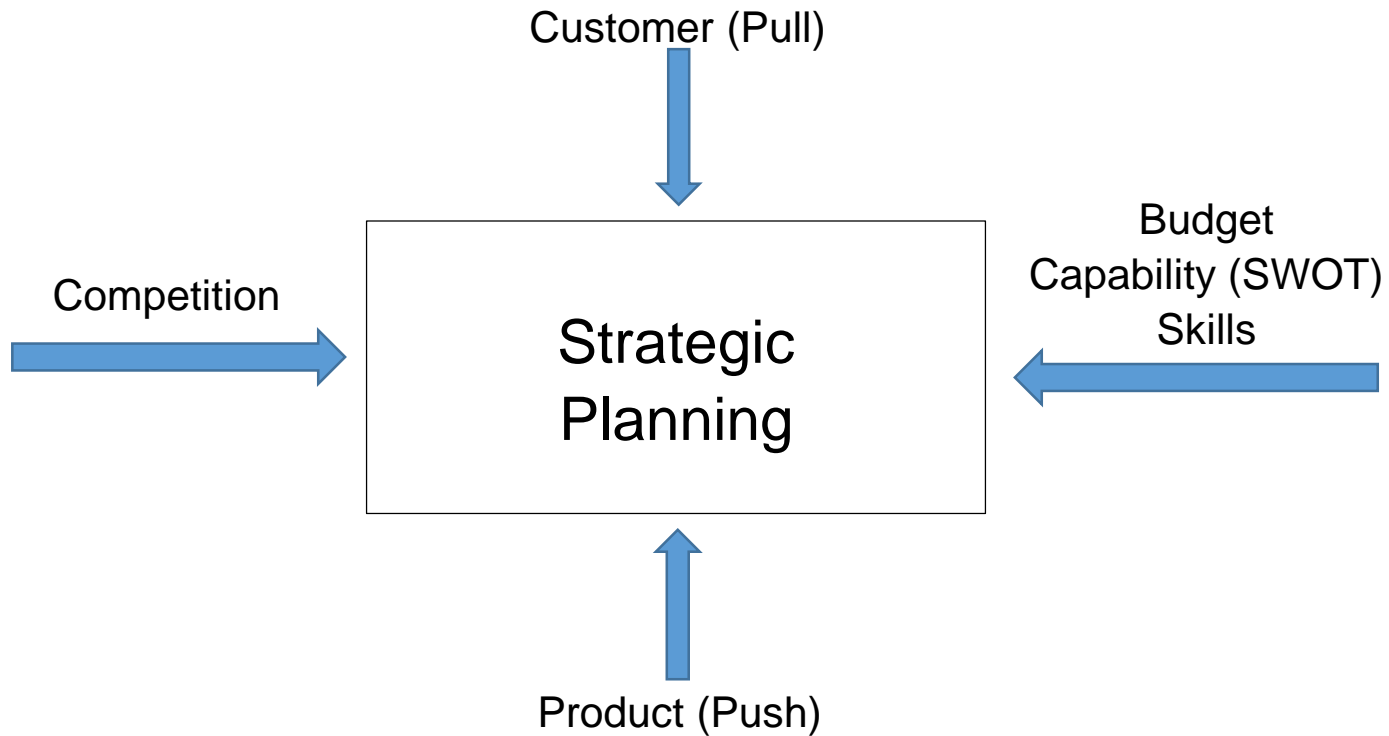
EIA strategic planning process overview

Customers

	Current	New
New Products		
Current		

EIA strategic planning process overview

Customers

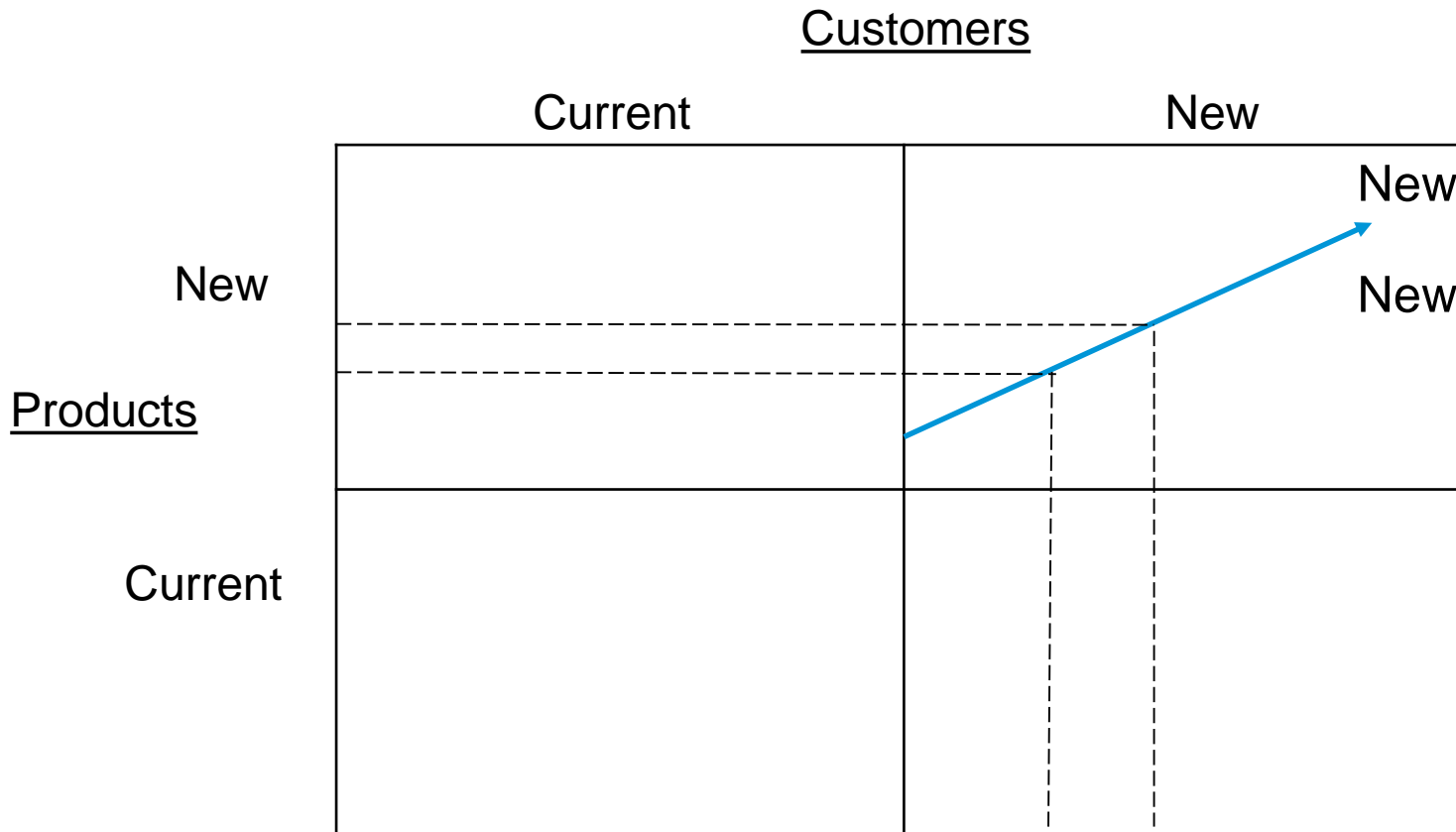|	Current	New
New **Products**	Current Customer New Product Product Extension	
Current	Today Current/Current	

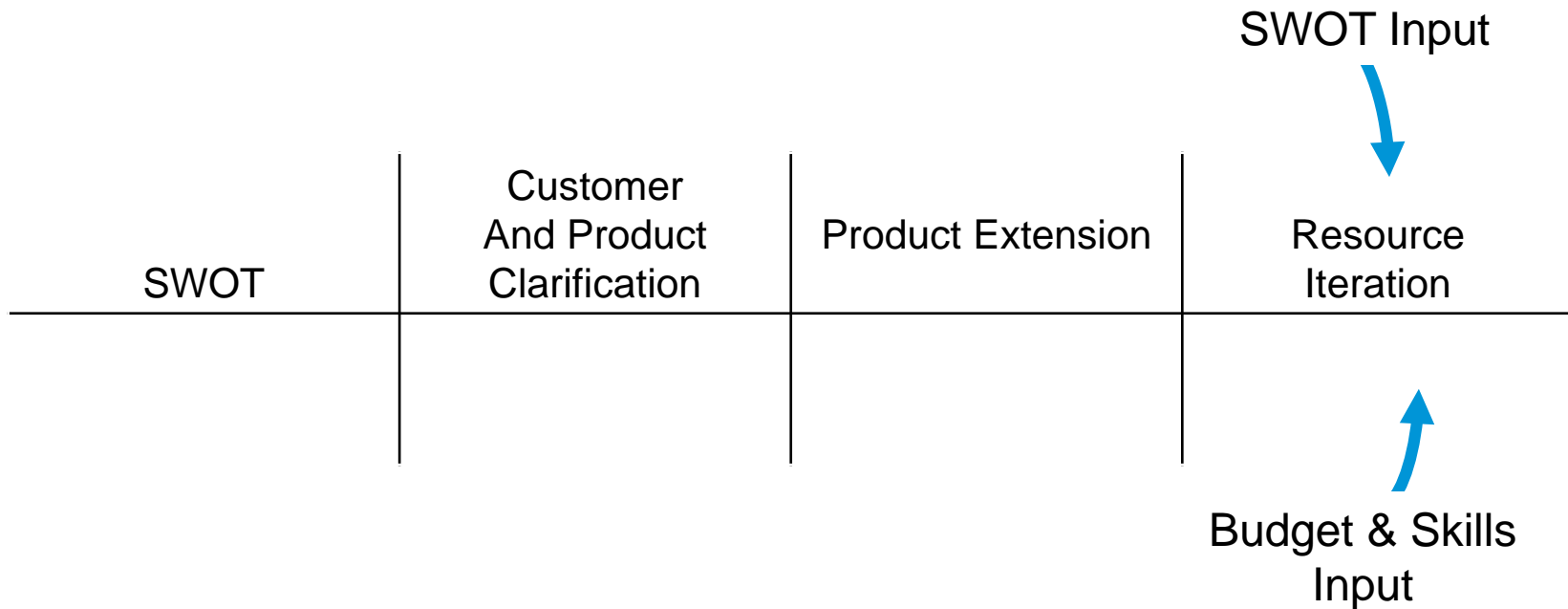# EIA strategic planning process overview

EIA strategic planning process overview

EIA strategic planning process overview

SWOT Input

SWOT	Customer And Product Clarification	Product Extension	Resource Iteration

Budget & Skills Input

Strategic Plan Phases

1Q2018 Get started on strengthening the Electricity Pillar

2Q2018 SWOT – Identify challenges, objectives and metrics

3Q2018 Strategic Plan – Phase 1: Address strategic programs that

- High priority based mission alignment and strategic metrics
- Increase program relevance, mission effectiveness, strategic analysis, goal adjustment process analysis etc. (SWOT)
- Current product extensions

- TBD   Strategic Plan – Phase 2

Strategic Plan Phase 1 starting discussions

- **Electricity data and analysis** - Potential product extensions could look like
  - *This Week in Electricity* product
  - Publish compiled data from Regional Transmission Organizations (RTOs)
  - Expand availability of data series in the Electricity Data Browser

- **Natural gas data and analysis -** Potential product extensions could look like
  - Liquefied natural gas (LNG) dashboard
  - Natural gas infrastructure review

- **Regional energy dashboards -** Potential product extensions could look like
  - New England regional dashboard (build on Southern California Daily Energy Report success)

- **Emergency response information -** Potential product extensions could look like
  - Standardize products based on past responses
  - Assess current capabilities and streamline a rapid response process

- **Customer engagement**
  - Increase understanding of EIA's audience and target communications to key stakeholders

Internal management themes from the EIA-wide SWOT

- Define EIA's future role and align resources accordingly(O)
  _____

- Cumbersome, opaque mission support processes (W)

- Lack of adequate quality control (T)

- Operational inefficiency/no lessons-learned (T)

- Inconsistent/inefficient business processes (W)

- Improve business processes and internal coordination (O)

- Unclear prioritization process (W)
  _____

- Cybersecurity threats (T)

- Inadequate IT tools/infrastructure (W)

- Leverage new IT systems and tools (O)

- Subpar facility (W)
  _____

- Staff attrition/knowledge loss (T)

- Insufficient staffing depth (W)

- Inadequate Human Capital planning (W)

- Lack of developmental opportunities (W)

- Conduct strategic HC planning (O)

- Commit to staff development (O)

- Healthy work-life balance (S)
  _____

- Responsive, supportive leadership (S)
  _____

- Risk-averse organizational culture (W)
  _____

- Budget uncertainty/funding cuts (T)

Employee Q&A

NTEU Remarks

Presentation of the Administrator's Award for Special Achievement

SWOT Voting Summary

SWOT methodology

- ORTM compiled and reviewed the SWOT items and voting totals from the 14 OD sessions

- Based on participant voting, 35 significant cross-cutting themes were identified: 8 strengths, 10 weaknesses, 9 opportunities, and 8 threats

- These themes represent a distillation of much broader staff input into a more concise and manageable format

- The cross-cutting themes were routed back to the ODs to conduct a second round of review and prioritization, i.e., ranking the top 5 items in each SWOT quadrant

- Voting points were assigned to the OD rankings and totaled to determine a prioritized order of SWOT themes

- The following slides provide a summary of the round 2 OD voting ranked in descending order of prioritization (% share of total quadrant vote is listed for each item)

- Round 1 voting percentages from the original SWOT sessions are also provided

SWOT voting summary: top strengths

OD Rd 2 Voting (% of total strength votes)	EIA-wide Rd 1 Voting (% of total strength votes)
Reputation: EIA is a recognized source for high quality, independent, and impartial energy information—we have a strong, credible brand. **(31%)**	**Reputation (33%)**
Mission: EIA has a clear and important mission backed by the legal authority to collect data. **(17%)**	**People (21%)**
People: EIA has a smart, talented, dedicated, and collegial staff. **(16%)**	**Work-life balance (16%)**
Reliability: EIA's data and analysis are relied on by a broad spectrum of stakeholders; our information moves markets and provides critical government and industry benchmarks. **(13%)**	**Mission (8%)**
Portfolio: EIA delivers a comprehensive portfolio of information products, even when resources are tight. **(8%)**	**Portfolio (7%)**
Accessibility: EIA's information is readily accessible, both in terms of our excellent website and the availability and responsiveness of staff to outside inquiries. **(8%)**	**Accessibility (5%)**
Work-life balance: EIA provides employees with flexible options like generous telework that promote a healthy work-life balance. **(5%)**	**Leadership (5%)**
Leadership: EIA has responsive leadership that supports the work of the program offices. **(1%)**	**Reliability (5%)**

SWOT voting summary: top weaknesses

OD Rd 2 Voting (% of total weakness votes)	EIA-wide Rd 1 Voting (% of total weakness votes)
Administrative processes: Key mission support functions such as hiring, procurement, and travel and training, are cumbersome and lack transparency. **(18%)**	**Business processes (22%)**
Information Technology: EIA's aging and inefficient IT tools and infrastructure do not adequately support its role as an information leader. **(16%)**	**Information Technology (15%)**
Business processes: EIA's core business processes are at times inconsistent and inefficient (e.g., statistical methodologies, product review and posting guidelines, documentation standards); we lack sufficient cross-office coordination and do not apply lessons-learned very well. **(16%)**	**Administrative processes (14%)**
Prioritization: EIA's prioritization process lacks transparency and does not encourage staff input; top-down communication is inadequate. **(13%)**	**Staffing depth (11%)**
Staffing depth: Staff are often stretched too thin, which leads to morale issues and operational risk (e.g., single points of failure). **(13%)**	**Prioritization (10%)**
Staff development: EIA does not develop staff as well as it should—promotional opportunities are limited and staff are often relegated to highly-specialized roles with minimal mobility. **(8%)**	**Human Capital planning (8%)**
Organizational culture: EIA is risk-averse and hesitant to address emerging information trends; the culture sometimes stifles innovation. **(6%)**	**Staff development (7%)**
Human Capital planning: EIA lacks a strategic Human Capital planning function to address the agency's evolving mission needs; succession planning is inadequate. **(6%)**	**Organizational culture (6%)**
Facility: EIA's physical workspace is subpar and a drain on morale. **(3%)**	**Stakeholder engagement (2%)**
Stakeholder engagement: EIA has not committed sufficient attention and resources to external engagement efforts that could improve our products and provide learning experiences for staff. **(2%)**	**Facility (2%)**

SWOT voting summary: top opportunities

OD Rd 2 Voting (% of total opportunity votes)	EIA-wide Rd 1 Voting (% of total opportunity votes)
Information Technology: EIA can leverage IT systems, tools, and hardware to become a more nimble and responsive organization by enhancing collaboration, increasing productivity, and managing and integrating data more efficiently and securely. **(17%)**	**Information Technology (21%)**
Process improvement: EIA can leverage new approaches to streamline business processes, improve internal communications, harness organizational synergies, and apply lessons-learned across the enterprise. **(16%)**	**Staff development (21%)**
Human Capital planning: EIA can conduct strategic workforce planning to align staff resources with mission priorities and promote what we offer to potential employees. **(13%)**	**Outreach (13%)**
Dynamic products: EIA can be an innovator by developing more dynamic and accessible ways of presenting its data and analysis. **(12%)**	**Process improvement (12%)**
Staff development: EIA can commit to a systematic approach to staff development that includes such components as job rotations, cross-training, and leadership development to address emerging skill set needs and retain top-tier talent. **(12%)**	**External collaboration (10%)**
Relevance: EIA can tap into new audiences by identifying emerging topics and data trends and becoming the go-to source of information for these areas. **(10%)**	**Relevance (8%)**
Vision: EIA's leadership can clearly define EIA's future role and align resources accordingly. **(8%)**	**Human Capital planning (6%)**
External collaboration: EIA can collaborate with other federal agencies and academia to cost-effectively tap into new data sources and expertise. **(7%)**	**Dynamic products (5%)**
Outreach: EIA can engage external stakeholders to promote and assess the effectiveness of our current portfolio and solicit requirements for potential new products. **(6%)**	**Vision (3%)**

SWOT voting summary: top threats

OD Rd 2 Voting (% of total threat votes)	EIA-wide Rd 1 Voting (% of total threat votes)
Operational inefficiency: Overly cumbersome, obsolete, and inefficient business processes that do not draw on past lessons-learned could hinder mission effectiveness over time. **(21%)**	**Staff attrition (30%)**
Staff attrition: The inability to retain existing staff and/or hire replacement staff could place an inordinate strain on EIA's workforce to meet the mission. **(21%)**	**Relevance (18%)**
Relevance: The inability to keep up with a changing energy landscape could jeopardize public perception of EIA's relevance. **(19%)**	**Operational inefficiency (15%)**
Reputation: A perceived loss of independence and neutrality could severely damage EIA's reputation and credibility. **(14%)**	**Competition (10%)**
Competition: Competition from more nimble private sector organizations could diminish the perception of EIA's value. **(7%)**	**Reputation (7%)**
Funding: Potential budget cuts and ongoing budget uncertainty could inhibit EIA's ability to plan and execute on program priorities. **(7%)**	**Cybersecurity (7%)**
Quality control: Lack of adequate quality control and methodological rigor could lead to the release of erroneous data. **(6%)**	**Funding (6%)**
Cybersecurity: A breach to EIA's data security could compromise the agency's standing with both respondents and customers. **(5%)**	**Quality control (5%)**

EIA All-Hands Meeting

December 4, 2018

For: EIA Federal Employees

By: Linda Capuano, EIA Administrator

Agenda

- Recognition of new employees

- Administrator's remarks

- Budget and hiring update

- Combined Federal Campaign (CFC) update

- NTEU remarks

- EIA noteworthy accomplishments in 2018

- Employee Q&A

Welcome new EIA employees

- Daniel Bier (OES)

- Michael Corriere (ORTM)

- Brian Hurley (OEA)

- Cheryl Lee (OES)

- Calvin Roseman (ORTM)

- Joy Sharp (OES)

- ShaMyra Sylvester (OC)

- Brady Tyra (OES)

- Pamela Wise-Martinez (ORTM)

- April Woodfork (ORTM)

Strategic planning update

EIA is making good progress on the strategic themes announced earlier this year.

✓ Raise the profile of EIA's electricity data and analysis; plans for 2019 include:

- Develop a *This Week in Electricity* product

- Create a portal for accessing Regional Transmission Organization (RTO) data

- Expand availability of data in the Electricity Data Browser and hourly EIA-930

✓ Develop a New England Winter Fuels Dashboard

- Build on the success of the *Southern California Daily Energy Report* and the recently-launched Natural Gas Storage Dashboard

- Release an initial version in January 2019

✓ Increase EIA's emergency preparedness/response capability

- Incorporate lessons-learned from Hurricanes Michael and Florence

- Review and follow-up on product and process ideas generated during initial working group discussions

Strategic planning update

EIA staff continue to deliver a strong energy information program to an expanding customer base.

- In FY 2019, EIA will focus on:

  - Maintaining its expansive portfolio of existing information products

  - Continuing the IT infrastructure and systems modernization project
  - Delivering targeted program enhancements, particularly in the three areas noted on the previous slide

- Looking ahead to FY 2020 and beyond, EIA will address additional strategic program areas, including:

  - International energy data, modeling, and analysis

  - Short-term forecasting

  - Energy consumption and efficiency data and analysis

  - Natural gas infrastructure

Recapping EIA's FEVS results

Takeaways from EIA's 2018 Federal Employee Viewpoint Survey (FEVS) results include:

- EIA's FEVS participation rate was 70% in 2018 compared to 76% in 2017 (-6%)

- 43 of 71 items received the Office of Personnel Management (OPM) defined threshold of $\geq$65% positive response

- 5 of 71 items received the OPM-defined threshold of $\geq$35% negative response

- EIA's FEVS results were consistent with many of the findings from the employee-driven SWOT analysis conducted earlier this year

Sources: U.S. Office of Personnel Management, 2018 Federal Employee Viewpoint Survey; 2018 EIA Employee SWOT Analysis

Common strengths from EIA's 2018 FEVS and SWOT

FEVS Item	2018 FEVS % Positive	Corresponding SWOT Strength
Q42. Supervisor supports work/life balance.	94%	**Work-life balance**: EIA provides employees with flexible options like generous telework that promote a healthy work-life balance.
Q13. The work I do is important.	88%	**Mission**: EIA has a clear and important mission backed by the legal authority to collect data.
Q39. My agency is successful at accomplishing its mission.	87%	**Reputation**: EIA is a recognized source for high quality, independent, and impartial energy information.
Q20. The people I work with cooperate to get the job done.	86%	**People**: EIA has a smart, talented, dedicated, and collegial staff.

Sources: U.S. Office of Personnel Management, 2018 Federal Employee Viewpoint Survey; 2018 EIA Employee SWOT Analysis

Common challenge areas from EIA's 2018 FEVS and SWOT

FEVS Item	2018 FEVS % negative	Corresponding SWOT Weakness
Q21. My work unit is able to recruit people with the right skills.	45%	**Staffing depth**: Staff are often stretched too thin, which leads to morale issues and operational risk (e.g., single points of failure).
Q67. Satisfaction with opportunity for a better job.	41%	**Staff development**: EIA does not develop staff as well as it should; promotional opportunities are limited, and staff are often relegated to highly specialized roles with minimal mobility.
Q09. I have sufficient resources (for example, people, materials, budget) to get my job done.	36%	**Administrative processes**: Key mission support functions, such as hiring, procurement, and travel and training, are cumbersome and lack transparency.

Sources: U.S. Office of Personnel Management, 2018 Federal Employee Viewpoint Survey; 2018 EIA Employee SWOT Analysis

Next – understanding the FEVS message

During the first quarter of 2019, leaders will conduct *listening sessions* with staff to better understand the messages in the five questions that received negative responses above the 35% OPM challenge threshold:

- Q14   Physical conditions (for example, noise level, temperature, lighting, cleanliness in the workplace) allow employees to perform their jobs well.

- Q33   Pay raises depend on how well employees perform their jobs.

- Q21   My work unit is able to recruit people with the right skills.

- Q67   How satisfied are you with your opportunity to get a better job in your organization?

- Q09   I have sufficient resources (for example, people, materials, budget) to get my job done.

Sample topics for discussion at the listening sessions:

- Provide more specific descriptions of the issues you believe need to be addressed.

- Describe how severely these issues affect your overall job satisfaction.

- Describe some realistic steps EIA can take to bring about positive change.

Budget and hiring update

Concerning the budget:

- EIA's FY 2019 budget is $125 million, which equals its FY 2018 appropriation

- This was the first time in 20 years that a budget was in place prior to the start of a new fiscal year

- EIA receives its funding from OMB on a quarterly basis, a significant advantage over past years when EIA received monthly installments under Continuing Resolutions

- EIA is better positioned to execute the FY 2019 budget as a result of two new DOE Procurement staff working exclusively on EIA acquisitions

On the hiring front:

- Working with DOE/Human Capital (HC), EIA has executed two large hiring batches in 2018 (approximately 25 positions per batch)

- EIA is currently working with HC on a comprehensive FY 2019 staffing plan that, if approved, would grant EIA more latitude to recruit and promote outside the current managed hiring approach

CFC Update

NTEU Remarks

Noteworthy accomplishments in 2018

- EIA delivered timely, innovative new energy information platforms:

  - **Launched the Natural Gas Storage Dashboard**, an interactive tool that provides context for EIA's *Weekly Natural Gas Storage Report*, a Principal Federal Economic Indicator

  - **Responded to Hurricanes Florence and Michael**, including Energy Disruptions Maps, hurricane status reports, and *Today in Energy* articles

  - **Added new layers to EIA's U.S. Energy Mapping System**, an interactive, comprehensive visual reference for U.S. energy infrastructure

- EIA significantly enhanced its flagship forecasts and projections:

  - **Introduced new charts to the *Short-Term Energy Outlook***, including figures to illustrate changing natural gas and hydrocarbon gas liquids markets

  - **Improved the *Annual Energy Outlook 2018*** by incorporating new models that enabled a much richer set of side case topics and alternative policy scenarios

  - **Enhanced the *International Energy Outlook 2018*** by developing new side cases focused on energy markets in China, India, and Africa

Noteworthy accomplishments in 2018

- EIA provided relevant new data across multiple energy sectors:

  - **Expanded the *Petroleum Supply Monthly*** to include U.S. petroleum export data by region of origin and country of destination

  - **Added more than 20 new end uses to the Residential Energy Consumption Survey**, including estimates for televisions, lighting, and appliances

  - **Released new electricity data for U.S. territories** in the *Electric Power Annual 2017,* and added power plant information for Puerto Rico in the *Preliminary Monthly Electric Generator Inventory*

  - **Enhanced the *Annual Coal Report*** by adding a new Executive Summary and new and modified tables summarizing key trends in coal production, productivity, and prices

  - **Published the *Monthly Solar Photovoltaic Module Shipments Report***, which provides new information on the fastest-growing U.S. energy source

- EIA achieved noteworthy milestones for two key programs this year:

  - **The 40th anniversary** of the State Heating Oil and Propane Program (SHOPP)

  - **The 35th anniversary** of the *Petroleum Marketing Monthly*

Employee Q&A

Upcoming events

- **EIA Holiday Party** –Thursday, December 13 from 1:00 to 4:00 p.m. on the second floor

- **The CFC is underway** – talk to your office's CFC key worker if you have questions

- *Annual Energy Outlook 2019* – public release event scheduled for January 24, 2019 at the Bipartisan Policy Center

EIA All-Hands Meeting

For

EIA Federal Employees

June 11, 2019| Washington, DC

By

Linda Capuano, EIA Administrator

New employees on-boarded since EIA's last All-Hands in December

- Tuncay Alparslan

- Todd Archer

- Gabrielle Caddle

- Kien Chau

- Kimberly Copenhaver

- Ashutosh Dhanesha

- Heather McDaniel

- Mark Morey

- Lolita Neal

- Jennifer Palguta

- Christian Philipsen

- Keisha Wilson

- Crystal Wunder

Agenda

- Recognition of new employees

- Workplace improvements

- Recent program accomplishments

- Strategic priorities and milestones

- Improving operational capabilities

- NTEU remarks

- Employee Q&A

- Upcoming events

Improving EIA's workplace: soliciting your feedback

During the first quarter of 2019, leaders conducted listening sessions with staff to better understand the messages in the five questions from the 2018 Federal Employee Viewpoint Survey (FEVS) that received negative responses above the 35% OPM challenge threshold:

- Q14   Physical conditions allow employees to perform their jobs well.

- Q33   Pay raises depend on how well employees perform their jobs.

- Q21   My work unit is able to recruit people with the right skills.

- Q67   How satisfied are you with your opportunity to get a better job in your organization?

- Q09   I have sufficient resources (for example, people, materials, budget) to get my job done.

You provided productive, actionable feedback, including:

- Specific descriptions of the issues you believe need to be addressed

- How severely these issues affect your overall job satisfaction

- Realistic steps EIA can take to bring about positive change

Employee engagement is driving positive change

Your feedback is helping to improve EIA's workplace.

✓ More and better resources to do your job:

- Recruiting actions are in progress to address 37 core job series vacancies; managers are currently working to fill up to 24 vacancies at the GS-13 level and below

- New laptops for all EIA federal staff by the end of this calendar year
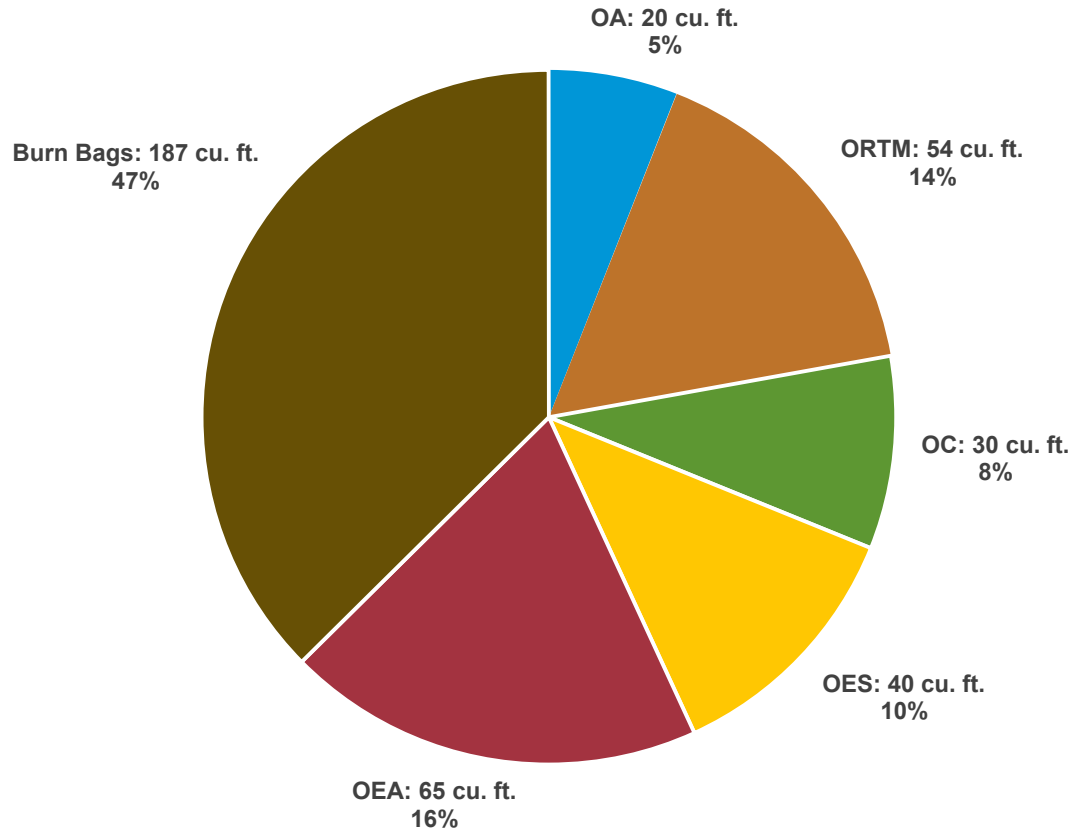
✓ Enhance your career development opportunities

- Full performance level (FPL) for the core job series increased to GS-13

- 39 staff members promoted since our last All-Hands; 22 as a result of the FPL increase

✓ Improve your workspace

- Bathroom issues checklist and follow-up

- EIA's spring cleanup and document retention effort

- Repairs to correct floor unevenness and replace carpeting: in progress

Your opinions matter—please participate in the 2019 FEVS

EIA 2019 cleanup yielded 396 cubic feet of disposed records

OA: 20 cu. ft.
5%

ORTM: 54 cu. ft.
14%

OC: 30 cu. ft.
8%

OES: 40 cu. ft.
10%

OEA: 65 cu. ft.
16%

Burn Bags: 187 cu. ft.
47%

- Records retention/destruction

- Remove trash/old furniture

- Professionally clean refrigerators

- New microwaves in common areas

- Safe extended power strips

- 2018 cleanup removed 935 cu. ft.

Strategic planning strengthens EIA's energy information programs

- Build on the success of the *SoCal Daily Energy Report* and *Natural Gas Storage Dashboard*
    - ✓ **MAY 2019:** Enhanced *State Energy Portal* beta release provides more interactive and customizable view of state energy data
    - ✓ **JAN 2019:** *New England Energy Dashboard* release provides timely information about regional weather-related energy capacity issues

- Raise the profile of EIA's electricity data and analysis
    - ✓ **Ongoing**: EIA data support DOE Office of Electricity's priority to develop an integrated North American Energy Resilience Model (NAERM)
    - – **In progress**: Expand EIA-930 to provide electricity generation data by fuel type
    - – **In progress**: Develop portal for accessing Regional Transmission Organization (RTO) data to expand regional electricity wholesale markets coverage

- Increase EIA's emergency preparedness/response capability
    - ✓ **Ongoing**: Support Office of Cybersecurity, Energy Security and Emergency Response as needed
    - – **In progress**: Incorporate working group experience and ideas as appropriate; for example, planning is underway to improve EIA's mapping capabilities

Strategic planning strengthens EIA's energy information programs (cont.)

- Deliver EIA's Energy Outlooks
  - **SEP 2019:** *International Energy Outlook 2019* (IEO2019)
  - **1Q2020:** *Annual Energy Outlook 2020* (AEO2020)
  - **In progress:** *Short-Term Energy Outlook* (STEO) Dashboard

- Update multi-year energy consumption surveys
  - **In progress:** Commercial Buildings Energy Consumption Survey (CBECS) 2018
  - **In progress:** Manufacturing Energy Consumption Survey (MECS) 2018
  - **In progress:** Residential Energy Consumption Survey (RECS) 2020

- Modernize EIA's IT enterprise
  - ✓ The *Weekly Petroleum Status Report* (WPSR) now processed on the new platform
  - **In progress:** migration of the Transformation surveys (EIA-914, 63C, 111, 3, 8A, 22M/819)
  - **Evaluating:** EIA Continuity of Operations and Disaster Recovery capabilities

Improving EIA's operational capabilities

EIA is working to increase program impact while also minimizing operational strain.

- Conduct a comprehensive review of OEA's products and services:
    - OEA leadership will participate in two half-day planning sessions in June to begin developing a proposal to increase the reach and impact of EIA's analysis program

- Revitalize EIA's product review process:
    - Reinforce consistent quality assurance standards and roles/responsibilities across offices

- Develop a strategic stakeholder outreach and engagement plan:
    - Working across offices to identify short- and long-term strategic communication objectives and supporting action plans

- Centralize survey operations, EIA's largest operational area:
    - Under the OES realignment, all energy supply survey operations will be housed in a single office; EIA and NTEU are currently discussing impact/implementation of the plan

- Standardize EIA's approach to new product development:
    - Leverage past successes and lessons-learned to ensure better cross-office coordination

NTEU Remarks

Employee Q&A

Upcoming events

- **ASA Advisory Committee on Energy Statistics Meeting:** June 18–19 in the CoLab; additional information available on Inside EIA

- **FEVS reminder:** survey closes June 27; EIA's current response rate is about 35%, well below where we usually stand, so please consider participating

- **IEO 2019:** rollout event planned for September at the Center for Strategic and International Studies in Washington, DC

- **Annual Administrator's Award:** updated guidance for the nomination process will be provided later this summer

- **EIA Annual Picnic on the Patio:** date TBD; stay tuned for details