

EDO Principal Correspondence Control

FROM: Steven R. Cohen  
Office of Personnel Management (OPM)

DUE: / /

EDO CONTROL: G20010160  
DOC DT: 04/17/01  
FINAL REPLY:

TO: Agency Heads

FOR SIGNATURE OF : \*\* GRN \*\*

CRC NO: 01-0217

DESC: Hispanic Federal Executive Summit IV

ROUTING:  
Travers  
Paperiello  
Kane  
Norry  
Reiter  
Craig  
Burns/Cyr  
Little, SBCR

DATE: 04/25/01

ASSIGNED TO: HR  
CONTACT: Bird

SPECIAL INSTRUCTIONS OR REMARKS:

For Appropriate Action.

OFFICE OF THE SECRETARY  
CORRESPONDENCE CONTROL TICKET

*Date Printed: Apr 24, 2001 15:12*

---

**PAPER NUMBER:** LTR-01-0217 **LOGGING DATE:** 04/24/2001  
**ACTION OFFICE:** EDO

**AUTHOR:** STEVEN COHEN  
**AFFILIATION:** OPM  
**ADDRESSEE:** AGENCY HEADS  
**SUBJECT:** HISPANIC FEDERAL EXECUTIVE SUMMIT IV

**ACTION:** Appropriate  
**DISTRIBUTION:** RF

**LETTER DATE:** 04/17/2001  
**ACKNOWLEDGED:** No  
**SPECIAL HANDLING:**

**NOTES:**

**FILE LOCATION:** ADAMS

**DATE DUE:** **DATE SIGNED:**

EDO --G20010160

6082



UNITED STATES  
OFFICE OF PERSONNEL MANAGEMENT  
WASHINGTON, DC 20415-0001

APR 17 2001

OFFICE OF THE DIRECTOR

MEMORANDUM FOR HEADS OF DEPARTMENTS AND AGENCIES

FROM: STEVEN R. COHEN  
Acting Director  
Office of Personnel Management *Steven R. Cohen*

SUBJECT: Hispanic Federal Executive Summit IV

The National Association of Hispanic Federal Executives, in partnership with the Departments of Labor and Commerce, has announced the Hispanic Federal Executive Summit IV, to be held on Thursday, September 20, 2001, at the Department of Labor Main Headquarters Building, 200 Constitution Avenue, NW, Washington, DC. The theme of Summit IV is "Juntos Podemos," which translated means "Together We Can."

Summit IV builds on the efforts of previous summits, which provided an impetus for the issuance of Executive Order 13171, Hispanic Employment in the Federal Government, and the reaffirmation of having a Federal workforce that represents the diversity of our Nation and the people we serve. This year, the focus of Summit IV will be on:

- improving accountability for representation of Hispanics at the Senior Executive level;
- institutionalizing effective strategies for recruitment, selection and advancement of Hispanics from GS-13-15 positions to the Senior Executive Service (SES); and
- utilizing the transition to a new Administration as a period of improving the representation of Hispanics at the Senior Executive levels of Government.

Your support of the upcoming Hispanic Federal Summit IV is crucial to providing a vehicle for improving the numbers of Hispanics in senior leadership positions throughout our Government. Since attendance is by invitation only, I encourage you to allow the participation of those members of the SES and other executives holding positions of comparable rank, and selected GS-15 staff, within your organization.

Letters of invitation will be distributed by the Summit IV planning committee in the near future. Ms. Daliza Salas, Director SES Staffing Center, will serve as the OPM point of contact for Summit IV. Please contact her at [SESSTAFF@opm.gov](mailto:SESSTAFF@opm.gov) or 202 606-2246 if you have any questions.

REC'D BY SECY  
24 APR 01 11:14