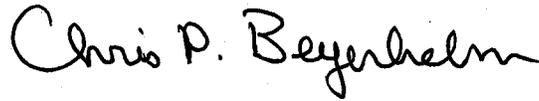


For: FSA Employees

**Establishing the Managerial Cost Accounting (MCA) Working Group**

Approved by: Associate Administrator for Operations and Management



**1 Overview**

**A Background**

OBF has established the MCA Working Group (the MCA Group) as a representative body to assure the ongoing integrity of the systems and metrics that comprise MCA used by FSA. The Group will initiate, review, and deliberate recommendations for updates and improvements to the performance metric systems for the final approval by the Managerial Cost Accounting Governance Board (the Board). The Activity Reporting System, program unit metrics, and recommendations regarding the development of the FSA cost and staffing model, will be the most common issues for consideration by the Group.

Information regarding MCA can be found in 21-AO, Part 4.

**B Purpose**

This notice provides:

- mission and purpose of the Group
- membership process and terms
- operations, roles, responsibilities
- meeting schedule.

**C Contact Information**

If there are any questions about this notice contact the Budget and Performance Management Systems (BPMS) Project manager or PMO team at [bpmsupdate@wdc.usda.gov](mailto:bpmsupdate@wdc.usda.gov).

<b>Disposal Date</b>  December 1, 2016	<b>Distribution</b>  All FSA employees; State Offices relay to County Offices
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## 2 Establishing the Group

### A Mission and Purpose of the Group

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

The purpose of the Group is to:

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

### B Membership Process, Terms, and Current Group Members and Alternates

Radha Sekar, FSA Chief Financial Officer (CFO), will serve as executive sponsor of the Group and will coordinate interaction between the Group and the Executive Leadership Council which has final authority over the Board's recommendations. The Group will be chaired by the FSA Deputy CFO.

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

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

**Exception:** DAFO has an additional 12 members to represent the State and County Offices.

The current members will initially serve 1-, 2-, or 3-year terms, and each member's term will rotate on a 3-year cycle with 1/3 of the members being replaced each year. The first rotation of new members will begin with FY 2018. The members serve at the pleasure of the executives they represent. Members representing OBF are permanent board members. See Exhibit 1 for the membership structure.

**2 Establishing the Group (Continued)**

**C Operations, Roles, and Responsibilities**

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

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

**D Meetings**

The Organizational Meeting of the Group will be held in late June. Quarterly meetings will be held to address other business and training. Additional meetings may be called by the chairperson to attend to any time sensitive, critical issues, and initiatives.

<b>Managerial Cost Accounting (MCA) Working Group - FY2016-2017</b>					
<b>Area</b>	<b>Term Ending 9/30</b>	<b>Years Left in Term</b>	<b>Member/Alternate</b>		<b>Employee Type</b>
<b>Headquarters Members</b>					
OA	2016 - 2017	1	Member:	Dana Richey	Chief of Staff AAOM
			Alternate:	Vacant	
DACO	2016 - 2018	2	Member:	Pamela McKenzie	Program Manager - Commodity Operations Division
			Alternate:	Vacant	
DAFLP	2016 - 2018	2	Member:	Courtney Dixon	Director - FLP Development & Economic Enhancement Division
			Alternate:	Bill Cobb	Deputy Director - FLP Development & Economic Enhancement Division
DAFP	2016 - 2019	3	Member:	Dan McGlynn	Deputy Director - Production, Emergencies & Compliance Division
			Alternate:	Caleb O'Kray	Program and Management Analyst - Price Support Division
DAM	2016 - 2017	1	Member:	John Blanchard	Asst to the Deputy Administrator - Deputy Administrator for Management
			Alternate:	Vacant	
ITSD	2016 - 2018	2	Member:	Loretta Burns	Deputy Chief Information Officer - Office of the Chief Information Officer
			Alternate:	Vacant	
DAFO	2016 - 2019	3	Member:	Patrick Spalding	Field Operations Manager - Program Delivery, Budget and Resource Management Staff
			Alternate:	Rick Pinkston	Agricultural Program Specialist - Program Delivery, Budget and Resource Management Staff
			Member:	Mark Cadle	State Executive Director - Missouri
			Alternate:	Vacant	
OBF	2016 - 2019	3	Member:	George Sakacs	Budget Analyst - Domestic & Conservation Section
			Alternate:	Vacant	

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<b>Area</b>	<b>Term Ending 9/30</b>	<b>Years Left in Term</b>	<b>Member/Alternate</b>		<b>Employee Type</b>
<b>Field Members</b>					
Southwest Area	2016 - 2019	3	Member:	Jeff Wilson	CED - Conservation
			Alternate:	Cris Longoria	FP PT - Frm Rcnds/Rcns/ Acrg Rpt/PL
	2016 - 2017	1	Member:	Patty Eckhardt	FLM - Farm Loan Servicing
			Alternate:	Ryan Lukassen	STO FLS - FLP Outreach/Consent Decree
Northwest Area	2016 - 2018	2	Member:	Tim Divis	CED - ISDA/PA/Common
			Alternate:	Roseanna Breeding	CED - Conservation
	2016 - 2019	3	Member:	Layne Peterson	DD - Non-Program/Common
			Alternate:	Kim Paulson	FLP PT - Farm Loan Making
Midwest Area	2016 - 2017	1	Member:	Mimi Garringer	AO - Non-Program/Activity Reporting
			Alternate:	Gary Yoch	CED - ISDA/PA/Common
	2016 - 2018	2	Member:	Sue Sportel	FP PT - ISDA/Price Support
			Alternate:	Mike Forsberg	FLM - Farm Loan Servicing
Northeast Area	2016 - 2019	3	Member:	Kim Martin	FLP PT - Farm Loan Making
			Alternate:	Pam Dransfield	FP PT - ISDA/Price Support
	2016 - 2017	1	Member:	Devon Kenny	FP PT - Frm Rcnds/Rcns/ Acrg Rpt/PL
			Alternate:	Kevin Hinkle	STO FPS - ISDA/Disaster
	2016 - 2017	1	Member:	Tara Etter	AO - Non-Program/Activity Reporting
			Alternate:	Maria Granger	CED - ISDA/PA/Common
Southeast Area	2016 - 2018	2	Member:	Clark Sturgeon	STO FLS - FLP Outreach/Consent Decree
			Alternate:	Toni Turner	AO - Non-Program/Activity Reporting
	2016 - 2019	3	Member:	Matt Springer	STO FPS - ISDA/Disaster
			Alternate:	Debbie Houston	DD - Non-Program/Common