



WIFLE Newsletter
December 2015

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DEAR MEMBER



Deputy Executive Director Sheree Mixell, myself, the Executive Committee, and the WIFLE Foundation Board all hope that this holiday season finds you and your families happy, healthy and looking forward to 2016. This past year has been busy for WIFLE and for the law enforcement profession in general.

Early 2015 began with the 21st Century Policing Task Force establishment and findings and it closes with implementing the recommendations of the Task Force. At the Annual WIFLE Leadership Training in June, I spoke about the recommendations and how they would change your profession and how all of you would be part of that change. Little did I know that WIFLE would become involved as one of the primary organizations tasked with changing the face and the culture of law enforcement.

The White House Office of Urban Affairs, Justice & Opportunity Policy asked WIFLE to work with our sister organization NAWLEE (National Association of Women Law Enforcement Executives) to take the lead on creating greater diversity in law enforcement and develop better law enforcement response to the crimes of domestic violence, sexual assault and human trafficking. We have assembled representatives from the IACP, HAPCOA, NOBLE, and other groups to work with us on this huge undertaking.

This initiative involves more than just putting in plans to increase the number of women in the profession. The Task Force calls for all “law enforcement agencies to embrace a guardian, rather than a warrior, mindset to build trust and legitimacy both within agencies and with the public and to adopt procedural justice as the guiding principle for internal and external policies and practices to guide their interactions with rank and file officers and with the citizens they serve”. Law Enforcement must treat people with:

- Dignity and respect,
- Give individuals a voice,
- Be neutral and transparent in decision making, and
- Convey trustworthy motives.

However, it becomes extremely difficult to require this of the profession if these same principles are not adopted and employed by the leadership of our agencies. Research shows that

the greatest stressors for law enforcement officers are not the people they serve but the people that supervise and lead them. For those of you who are contemplating transferring, quitting, or retiring as soon as eligible, is it the work that you can no longer stomach or is it the people that supervise and lead you? What would your agency be like if the four principles listed above were part of your agency's culture?

We cannot create greater diversity in law enforcement if we cannot keep the people we recruit; and we cannot keep people if we do not have internal policies and procedures, promotions, and training that are fair, unbiased and incorporate these principles.

So, what does this all mean to you? Well, we need your help. We have a very good idea what inhibits diversity. However, we would like to hear from you. The following is a list of some of the areas that you may believe adversely impact diversity. Look them over and let us know your thoughts.

- If you had the opportunity to institute one change within your agency that you believe would create greater diversity, what would it be?
- For those of you who have the skills to be a supervisor or manager but refuse to apply, what would have to happen in your agency so you would apply?
- If you see implicit or unconscious bias as an issue in any of your processes, what changes would you implement? For example, making all resumes gender neutral could combat gender bias.
- What pre employment practices do not apply to your job?
- What fitness requirements do not apply in basic training? For example, research has shown that the six-foot wall serves no purpose in performing law enforcement duties. Some cities prohibit such walls and, from an officer safety perspective, solid walls are particularly dangerous.

Your response does not need to be more than a well-written paragraph or two. You can send your thoughts to me at wifle@comcast.net. If you would like to become more involved, please contact WIFLE at the same email address.

Thank you for taking the time to provide us with feedback. Again, best wishes for the coming holidays.

Catherine W. Sanz

Executive Director, WIFLE

President, WIFLE Foundation

MARIST COLLEGE AND WIFLE - PARTNERS IN EDUCATION!

URL link: www.marist.edu/admission/graduate/partnerships

Are you aware that as a member of WIFLE you are eligible for significant savings on your Masters or Bachelors degree programs? Were you also aware that your immediate adult family members are eligible for discounts as well?

For WIFLE members, Marist College's **100% online Master of Public Administration (MPA) for Law Enforcement is just \$333/credit (\$12,987 total tuition for the program)**. In addition, members of WIFLE and their immediate adult family members are eligible for a 25% discount off select graduate and adult undergraduate degrees. **There is still time to apply for a Spring 2016 start.**

Email: wifle@comcast.net Phone: 301-805-2180 | Postal Address 2200 Wilson Boulevard Suite 102 PMB 204 Arlington, VA 22201-3324

To discuss an article for publication, contact Editors: [Dorene Erhard](#) or [Betsy Casey](#)

Qualified students must be 22 years of age or older upon admission, and applying through our graduate admission or adult undergraduate admissions office.

The Marist MPA is by far our most popular Masters degree with the Law Enforcement community. The program is offered 100% online, or in a unique hybrid format at three select locations in New York. Students represent a diverse mix of professionals from local, state, and federal agencies throughout the nation. The MPA program offers three distinct concentrations. Each three-course concentration allows you to specialize in a particular area of interest – Public Management, Ethical Leadership, or Health Care Administration.

The core of the MPA focuses on three critical areas for advancement within the law enforcement field or transitioning to a career in public sector leadership within the education, health care, government, non-profit, or other relevant sectors:

- 1) understanding the political, legal, ethical, and social context of public sector administration;
- 2) achieving proficiency in a full range of management techniques as well as developing an understanding of organizational behavior;
- 3) developing the ability to apply quantitative and qualitative methodologies to solve important problems, conduct policy analysis, and program evaluations.

In addition to the MPA, Marist College offers several other Masters programs 100% on-line – the MBA, MA in Communication, MA in Integrated Marketing Communication, and the MS in Information Systems. There are also Advanced Certificates in Information Systems or Business Analytics that are offered 100% on-line. You can request more information about these programs through this link <http://think.marist.edu/inquiryform>

Founded in 1929, Marist College is regionally accredited by the Middle States Association of Colleges and recognized by the U.S. Department of Education.

If you have any questions about Marist's bachelors or masters programs, please contact Brian Scott at 845-575-3980 or via email at brian.scott1@marist.edu.



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MARIST

**Women in Federal Law
Enforcement (WIFLE)**



KAISER PERMANENTE®



Making the mind-body connection

Discover simple ways to tame tension, beat stress, and feel happy.

Welcome to the holidays! It's a fun – but overwhelming – time of the year causing stress, anxiety, and exhaustion. How you feel in your head affects how you feel in your body. When life gets overwhelming and pressure starts to build, it's important to take time to focus on your emotional wellness.

Seize the days and be good to yourself.

Breathe through it. One minute of mindful breathing is like hitting the reset button on your day. Breathe slowly and deeply, and focus on each breath to feel calm, focused, and grounded.

Practice gratitude.

People who make it a habit to count their blessings report feeling happier and healthier. So the more grateful you are today, the more reasons you'll have to be grateful tomorrow.

Unplug to recharge.

Spend an evening offline. Play a board game, take a walk, or catch up with an old friend for a relaxing, rewarding experience.

Explore more tips for living a balanced, happy life at kp.org/mindbody.

*Kaiser Foundation Health Plan of the Mid-Atlantic States, Inc., in Maryland, Virginia, and Washington, D.C.,
2101 E. Jefferson St., Rockville, MD 2085*



Fall Webinars Are Available!

The **Federal** Long Term Care Insurance Program™

www.LTCFEDS.com

Learn more about the Federal Long Term Care Insurance Program (FLTCIP) and Federal Employees Dental and Vision Insurance Program (FEDVIP), plus explore related long term care issues such as making the most of your benefits, financing long

term care, and the advantages of planning for retirement. Sign up for a free webinar today at

www.LTCFEDS.com/webinar. We have included events/programs which occurred in October, as even after the event/program occurs. All events are available on-demand, on the LTCFEDS website. They can be viewed at your leisure!

FEHB, FEDVIP, FEGLI, FLTCIP, FSAFEDS, and...BENEFEDS? October 20, 2015

The world of Federal benefits and insurance can be confusing. Which benefits and elections should you opt for now, and what changes should you make along the way and into retirement? Join Tammy Flanagan of the National Institute for Transition Planning and Federal Long Term Care Insurance Program (FLTCIP) and BENEFEDS representatives as we review what's new this open season and share the information you need to manage your own Federal benefits package.

FERS Retirement (Part 1): Balancing the Three-Legged Stool October 22, 2015

There are three components of the Federal Employees Retirement System (FERS): Social Security, a basic benefit annuity, and the Thrift Savings Plan (TSP). Join Federal Benefits Specialist Joanne McGehrin and Federal Long Term Care Insurance Program (FLTCIP) representatives as we identify eligibility requirements for full, unreduced retirement; describe the three components of the retirement system; and review the importance of TSP participation to supplement FERS basic benefits and Social Security.

Misconceptions about Long Term Care Programs October 27, 2015

Many families wonder how they will pay for long term care—whether it's for themselves or their parents. Join Harley Gordon of the National Academy of Elder Law Attorneys and Federal Long Term Care Insurance Program (FLTCIP) representatives as we explore public and partnership programs, as well as private options that may be available for funding long term care services and support should it become necessary.

FERS Retirement (Part 2): Balancing the Three-Legged Stool October 29, 2015

There are three components of the Federal Employees Retirement System (FERS): Social Security, a basic benefit annuity, and the Thrift Savings Plan (TSP). Join Federal Benefits Specialist Joanne McGehrin and Federal Long Term Care Insurance Program (FLTCIP) representatives as we provide tools for estimating and protecting your future retirement benefits, review coordination of these benefits, and discuss strategies to plan for your future.

FEDVIP: Shop, Enroll, and Manage Your Dental and Vision Insurance November 5, 2015

A lot can change in a year, including family and eligibility status. Join us as we navigate Federal Employees Dental and Vision Insurance Program (FEDVIP) options, web and mobile sites, and benefits comparison tools, as well as discuss the choices you have when researching and enrolling in FEDVIP during the Federal Benefits Open Season.

The Interactive FLTCIP Q & A November 12, 2015

Join Federal Long Term Care Insurance Program (FLTCIP) Consultant Leo Muise as he discusses common areas of confusion when planning for long term care needs. Participate in an interactive discussion to get answers to your questions about FLTCIP coverage features, find out how much coverage you really need, and learn how to balance cost and insurance needs.

Investing for Singles and Self Plus Ones November 24, 2015

Unmarried individuals have some unique considerations when planning for retirement, particularly if you are a single parent, in a domestic partnership, have dependents incapable of self-support, or are widowed. Join Karen Schaeffer of Schaeffer Financial and Federal Long Term Care Insurance Program (FLTCIP) representatives as we discuss various funding strategies, how to diversify your investments, and how to protect your retirement from financial challenges.

Piecing Together Your Personal Retirement Puzzle December 8, 2015

What are the pieces of your Federal retirement puzzle, where do they fit, and how do they work together? What are the key decisions you can make now to ensure a smoother transition into retirement? Join Tammy Flanagan of the National Institute for Transition Planning and Federal Long Term Care Insurance Program (FLTCIP) representatives as we review the elements of a successful retirement, and learn how to protect it against rising health and long term care costs.

www.TSP.gov: The Tools You Need for Retirement December 15, 2015

If you are covered by Federal Employees Retirement System (FERS) or the Civil Service Retirement System (CSRS), or you are a member of the uniformed services, the Thrift Savings Plan (TSP) is a key part of your retirement package, which includes an annuity component and, in some cases, Social Security. Join us as TSP and Federal Long Term Care Insurance Program (FLTCIP) representatives detail strategies for maximizing your TSP contributions and elections, as well as share all the resources available to you on www.TSP.gov.

Merging Federal Retirement with Military Service (Part 1) December 17, 2015

Are you a Federal employee with military service or a full military retirement? Learn how to receive credit for your military service, and how it can affect your Federal civilian annuity. Join James Marshall of Federal Retirement Planning and Federal Long Term Care Insurance Program (FLTCIP) representatives as we discuss all the retirement benefits that are available to you.

The FLTCIP (Part 1): Why Should I Plan for My Own Long Term Care? October 6, October 21, November 17, December 1, and December 9, 2015

This webinar explores the realities of long term care and family caregiving. We also review possible long term care funding options (and their tradeoffs) such as Medicaid and investing.

The FLTCIP (Part 2): Protecting Your Retirement with a Plan for Long Term Care October 7, October 28, November 19, December 3, and December 16, 2015

This webinar includes a thorough review of the benefits and features of the FLTCIP plan.

Note: The opinions and views expressed at this presentation and the Q & As are the opinions of the respective presenter and are not intended by John Hancock Life & Health Insurance Company, U.S. Office of Personnel Management (OPM), or Long Term Care Partners, LLC, to represent any legal or investment advice. And while John Hancock and OPM have approved this webinar communication, it does not mean that they in any way endorse or approve the webinar vendor or its products or services.

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Smart Year-End Money Moves for 2015

Your Federal Benefits Explained

by Sandra K. Harman, President, Harman & Associates, Inc.



Here are some smart money moves to make before the end of the year:

1. Make sure that you are putting as much into the TSP as either your budget or the law allows. If you haven't reevaluated what you are contributing recently, consider increasing your contribution. If you set your contribution amount as a dollar amount, the only time it will increase is if you make the election to increase what you are contributing. If you use a percentage of your salary as your contribution then every time your pay increases, your TSP contributions will increase as well (as long as you aren't exceeding the IRS elective deferral amount for 2015 of \$18,000). \$18,000 will apply in 2016 also.

2. If you had your 50th birthday in 2015, you are eligible to contribute the "catch-up" contribution for 2015 of \$6,000. (There are two separate elections, (1) the standard TSP contribution, which is a TSP-1 (electronic or paper form) is used and (2) the catch-up for which the TSP-1-C is used. Further the TSP-1-C must be positive elected each year; it does not carry from one year to the next as the TSP-1 does.

Further, if you are going to celebrate your 50th birthday any day in 2016, you can begin to contribute the catch-up the first pay period in 2016 – you do not have to wait for your birthday. The catch-up amount for 2016 is \$6,000.

3. If you are not using the "L funds," now is the time to review where your money is invested. If you had a formula by which you are investing (say 75% for growth and 25% for stability) and you haven't repositioned your investments, in the past few months it is likely that your formula is no longer in balance.

4. If you have investments outside of the TSP (and you should) now is the time to review your outside investment as well. How is your money invested?

5. How risky are your investments? Are you comfortable with what you own? Your investments should always be aligned with your goals and situation.

6. If you qualify to fund a Roth IRA, do so. You qualify to fully fund a Roth IRA if you are a single tax payer and your Modified Adjusted Gross Income is below \$116,000; a couple filing jointly can have a Modified Adjusted Gross Income of \$183,000. As a single tax payer once you exceed \$116,000 but not \$131,000 you can partially fund a

Roth IRA; for a couple filing jointly if you exceed \$183,000 but not \$193,000 you can partially fund the Roth IRA.

The money going into your Roth IRA has already been taxed and will grow tax-free.

Once you exceed \$131,000 as a single tax payer and \$193,000 as a couple filing jointly you can no longer fund a Roth IRA. If you are married filing separately you cannot fund a Roth IRA.

Now a tip not related to your savings:

Use up expiring reward points if you have accumulated frequent flier miles, credit card reward points, or any affinity points, you might want to check the fine print. Many programs allow reward points to expire if they are not used within a certain period and the end of the calendar year is a favorite expiration date.

Taking Control – Life after the Academy

*By June Werdlow Rogers, PhD
DEA SAC (Retired)*



Ever feel like you are losing control of yourself? Not like you are going crazy, but more like you are a passenger instead of driving – just drifting along? If you have, you are not alone.

The first time I had an awareness of not being as much in charge of myself as I wanted to be was when I was discharged from the academy. “Discharged” may seem like a strong word, but the experience *was* a form of institutionalization. With after months of being told what to do and when to do it, and virtually brainwashed, I couldn’t wait to get that shiny gold badge and bounce. But a strange thing happened when I was released back into society.

What? You mean I can do whatever I want? It was disconcerting to go from such a regimented schedule to having all of the hours back exclusively under my control. No more being forced from sleep during the wee hours of the morning with the Basic Agent Class #22 town crier knocking and announcing the commercial tag line that had become our unofficial class motto: “time to make the donuts.” Although I slept in a little later, I didn’t feel good about it.

Another adjustment concerned food. Watching me eat is, I mean was - disturbing. Not only was food pushed into my mouth at a speed like someone would grab my plate, not having a wide assortment of meals ready to eat on-demand took some getting used to. Notwithstanding the tendency of the institutionalized to complain about the food regardless of how good it may be, entering the equivalent of a restaurant without paying is a catalyst for becoming spoiled. And while it was too unseemly to exhibit such entitlement, it did not go unnoticed by the senior agents I overheard commenting: “come noon, you had better have some food around for the new agents lest you end up with a gremlin on your hands.” No doubt about it, going from academy to civilization required adapting, but when you consider what I gained, the experience was worth it.

I now possessed skills. Instructors at FLETC had done their job. I no longer just merely glanced at loiterers or idling cars thinking people were just hanging out. Even to this day I can spot a drug transaction from a half mile away. Also, surviving months from family, demonstrated I could work through homesickness, a requirement for those in federal law enforcement that are often transferred for the good of the service. But one of the most valuable take-aways went beyond the job.

I didn’t just learn new work skills; it was entrenched in my psyche to pay attention to shifts that affect my level of control. There is now an internal alert system that triggers a warning when it comes time to rein myself in. The uneasiness that presents from an incongruence of what you *are* doing and what you think you should be doing requires action to regain equilibrium. For me, it was karate – a regularly involved activity that permitted me to

establish the mind, body, and spirit connection. Recognizing the benefits of limits and discipline at the academy, I

wanted to strengthen those values when I graduated. Although I intuitively stumbled into karate, since the experts recommend meditation and exercise for improving self-restraint, Taekwondo was a good choice for me. So what about you? With the holidays upon us, it's tempting to feel out-of-control. Take some time to think about how you can meet your goals. Check out resources like [8 tips to improve your self-control](#). More willpower will help you meet goals in every part of your life, personally and professionally – something that Women in Federal Law Enforcement must always strive to do.

Ban the Box – Delivering False Hope to Federal Applicants

By Peter J. Jeffrey, Esq., Member, The Jeffrey Law Group, PLLC, The Federal Employee's Law Firm ®



On November 2, 2015, President Barack Obama instructed the U.S. Office of Personnel Management (OPM) to modify its rules to delay inquiries into an applicant's criminal history until later in the hiring process. As the White House announced, "this action will better ensure that applicants from all segments of society, including those with prior criminal histories, receive a fair opportunity to compete for Federal employment." (See FACT SHEET: President Obama Announces New Actions to Promote Rehabilitation and Reintegration for the Formerly--Incarcerated (Nov. 2, 2015)

(<https://www.whitehouse.gov/the-press-office/2015/11/02/fact-sheet-president-obama-announces-new-actions-promote-rehabilitation>). While it may be laudatory to reduce the challenges and barriers that the formerly incarcerated confront in finding employment, delaying inquiries into an applicant's criminal history until later in the hiring process is at best merely providing the formerly incarcerated with a false hope of potential or continued Federal employment.

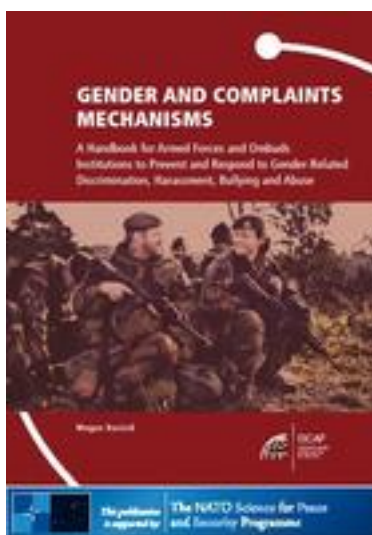
Most applicants or appointees to Federal employment must undergo a suitability inquiry, *i.e.*, a determination whether that person's character or conduct may have an impact on the integrity or efficiency of the service. See 5 CFR Part 731. In determining whether a person is suitable for Federal employment, OPM (or a delegated agency) will consider any past criminal or dishonest conduct on the part of the applicant or appointee. 5 CFR §731.202(b)(2). Further, as the U.S. Merit Systems Protection Board (MSPB) has recently ruled, there is no constraint on OPM's review of an employee's criminal history limiting it to any particular time period. *Lane v. Office of Personnel Management*, 115 LRP 2614 (MSPB Jan. 16, 2015), *nonprecedential*. Thus, while banning the box may lead to more tentative offers of appointment to the Federal service for the formerly incarcerated, it will not overcome the suitability challenges these applicants will face.

The MSPB's recent decision in *Lane* serves as a cautionary tale in this era of "Ban the Box." On July 7, 2012, the Defense Logistics Agency (DLA) appointed Charles R. Lane to the position of WG--05 Distribution Process Worker. After adjudicating Mr. Lane's suitability for Federal employment during his one--year probationary period, OPM instructed DLA to separate Mr. Lane from Federal service, and debarred Mr. Lane from applying for future Federal employment for the next three years. OPM found Mr. Lane unsuitable for Federal employment, in part, because of his nine criminal convictions between 1994 and 2012. It is important to note that even though the MSPB found Mr. Lane's position as not particularly sensitive, nor high profile, nor requiring access to classified information or matters of public trust, it still found that OPM established a nexus between Mr.

Lane's criminal conduct and the integrity and efficiency of service. Ultimately, the Board remanded Mr. Lane's appeal back to OPM to determine whether the suitability action (i.e., separation and debarment for that sustained charge – past criminal conduct – is appropriate. *Lane v. Office of Personnel Management*, 115 LRP 2614 (MSPB Jan. 16, 2015), *nonprecedential*.

Thus, despite the intention to “Ban the Box” and expand the opportunity for those with prior criminal histories to compete for Federal employment, the reality is that most applicants with a criminal history will still be found unsuitable for Federal employment.

The information contained in this article is of a general nature and is subject to change; it is not meant to serve as legal advice in any particular situation. For specific legal advice, the authors recommend you consult a licensed attorney who is knowledgeable about the area of law in question.



[Gender and Complaints Mechanisms Handbook](#)

“*Gender Complaints Mechanisms, A Handbook for Armed Forces and Ombuds Institutions to Prevent and Respond to Gender-Related Discrimination, Harassment, Bullying and Abuse*” was recently issued by the Geneva Centre for Democratic Control of Armed Forces. Although the handbook was intended for military forces in the international community, the issues and problems discussed in the report relate to achieving diversity and promoting gender equality in law enforcement in the United States as well. It is an extremely interesting report, especially to women, and we are providing the link below to the publication for the information of our members.

<http://www.dcaf.ch/Publications/Handbook-on-Gender-and-Complaints-Mechanisms>

◆ **Mark Your Calendar: WIFLE 17th Annual Leadership Training July 18-22, 2016 Reston Town Center (Virginia)**
Training site will go live on or about February 1, 2016. Visit www.wifle.org for details.