

MAY 2023

**ODYSSEY**  
odysseyconsult.com

# EPASS HB Digital Directorate OPEN HOUSE



**PRESENTED BY:**

**Tom Portlock**  
Chief Executive Officer

**Matt Kasberg**  
Chief Operating Officer

## Today's Intent

- Get to know you, you get to know us
- What to expect in a transition
- We've got your back... so does the customer!
- We want to hire you... Yes, you have a job going forward... Goal is to hire 100% of the workforce
- We are open, collaborative, cooperative, and communicative!

[odysseyconsult.com/hb-transition](https://odysseyconsult.com/hb-transition)

# *Odyssey is dedicated to helping government leaders think ahead and accelerate capability*

- *We build, secure, and integrate capabilities and technologies to meet tomorrow's mission requirements*
- *We enhance operational readiness through comprehensive program management*
- *Our mission-driven culture is limitless*

## **OUR CORE VALUES**

### **COMMITMENT**

To our customers, the mission, and our employees

### **AMBITION**

Continuous improvement, solve problems, never settle

### **RESPECT**

Listen, clearly communicate, earn trust, maintain a positive attitude, focus on ethics



*A six-time Inc. 5000 honoree, Odyssey earned recognition on the 2019 Inc. 5000 as one of the most successful companies in America.*

# Odyssey At A Glance



FOUNDED IN  
**1997**

## U.S. Office Locations

**CORPORATE HEADQUARTERS**  
Wakefield, Massachusetts

**LINCOLN**  
Massachusetts

**NEWPORT NEWS**  
Virginia

**FAIRFAX**  
Virginia

**COLORADO SPRINGS**  
Colorado

**DAYTON**  
Ohio

## OCONUS LOCATIONS

Germany

Hawaii

Qatar

Saudi Arabia

Taiwan



## EXCEPTIONAL RECORD OF PAST PERFORMANCE

*As an ISO 9001:2015-certified company, Odyssey has created and maintains a robust Quality Management System (QMS)*

**EMPLOYEES IN THE U.S. AND ABROAD:**

**700+**

**97.9%** OVERALL RETENTION

**48.63%** VETERAN WORKFORCE



# Mission Expertise



**SOLUTIONS**

Command and control,  
Comms and Network, ISR,  
Cyber, Mission Support

**SOLUTIONS**

Combat and Mobility; ISR,  
SOF, and UAV; Integrated  
Platform Systems;  
Mission Support

**SOLUTIONS**

Space Control Ops;  
Nuclear, Survivable  
Communications;  
Space Force Enhancement Ops;  
Support Ops;  
Missile Defense

**SOLUTIONS**

Clinical Research,  
Pre-Clinical Research,  
Research Support

**SOLUTIONS**

Mission Systems,  
Training Systems

**CAPABILITIES**

PROGRAM MANAGEMENT, SYSTEMS ENGINEERING, T&E, ACQUISITION MANAGEMENT, LOGISTICS, SOFTWARE DEVELOPMENT,  
R&D / STUDIES AND ANALYSIS, FINANCIAL MANAGEMENT, IT, TRAINING, CYBER

# Transition Objectives

- Execute an Effective and Organized process by:
  - Communicating Exceptionally Well
  - Remaining Accessible and Available
  - Being Flexible to the needs of employees and customers

## 5-star Service



***“What we can control is our performance and our execution. That is what we are going to focus on.”***

—Bill Belichick

## How We Achieve Those Objectives

- We Prioritize: Stability, Continuity, Transparency, and Communication
- Strong Leadership Team, Management Structure, Mature Processes, and Business Systems
- We are experienced, proven, and well-equipped to handle this transition
- Intimately familiar with PEO Digital culture, landscape, challenges and opportunities

# What To Expect During a Transition

- **Securing your current role by applying to a job you know you already have**
  - Companies have statutory labor requirements we need to follow to hire employees, so a full “hiring process” is required
  - When in doubt—Apply to the job that most closely matches your role today or ask for help
  - Placement Events are our opportunity to build a one-on-one relationship with you and start the offer letter process
  - Offer letters will be provided to everyone who is changing companies
  - Company on-boarding activities and Government IDs occur after offer signed
- **Invisible to you;**
  - Odyssey will be engaging regularly with the Government
  - Team Odyssey will be engaging and operating seamlessly



# AFLCMC/HB – EPASS Division Structure

HBA



HBM



HBZ



HBD



HBG/HBGW



HBI



HBS



HBB



HBU



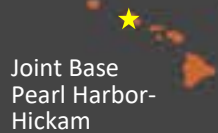
HBN



HB FOG



# AFLCMC/HB – Locations



Joint Base Pearl Harbor-Hickam



# Team Odyssey



# ODYSSEY



# Odyssey Transition Leadership

## Executive Leadership



**Matt Kasberg**  
Transition Manager / COO



**Paul Marston**  
Executive Director, C5ISR Group

## Transition Management



**Beth Adams**  
Manager, Biz Ops Integration



**Edie Druktenis**  
Manager, Employee Engagement



**Erin Donlan**  
Manager, Customer Engagement



**Dan Gordon**  
Manager, Subk Engagement

## Key Functional Management



**Lisa Wilkinson**  
Manager, Human Resources



**Kate Copley**  
Director, Talent Acquisition



**Tom Kulesz**  
Security Manager / FSO

## Key Contract Transition Milestones (MS)

MS	Event	Requirement	Estimated Date
0	<b>Contract Award</b>		<b>01 May 2023</b>
1	Government Kick-off	TBD (NLT 15 Biz Days + Award)	To Be Scheduled
2	Incumbent Offers Released	NLT (NLT 30 Cal Days + Award)	~ Est. 09 June 2023
3	New Hire Offers	(NLT 15 Biz Days - Start)	27 Jun 2023*
4	All Accepted in DISS	(NLT 10 Cal Days - Start)	08 July 2023*
5	CAC Data to Trusted Agent	(NLT 10 Cal Days - Start)	08 July 2023*
6	<b>Period of Performance Start</b>		<b>18 July 2023*</b>

Note: The Milestone Events listed above are Contract Requirements  
 Our 'Must Meet' Dates/NLT Dates (\*), or Estimated Target Dates (~ Est)

# Transition Schedule – May 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	<b>1</b> Contract Award	2	3	<b>4</b> Open Houses	<b>5</b> Open Houses	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	<b>22</b> Odyssey Placement Event	<b>23</b> Odyssey Placement Event	<b>24</b> Odyssey Placement Event	<b>25</b> Odyssey Placement Event	26	27
28	29	30	31			

# Transition Schedule – June 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	<b>9</b> Incumbent Offers Released	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	<b>27</b> New Hire Offers Released	28	29	30	

# Transition Schedule – July 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	<b>8</b> All employees accepted in DISS CAC Info due to TA
9	10	11	12	13	14	15
16	17	<b>18</b> Performance Start	19	20	21	22



# Your First Steps

- ✓ Review our Key Events schedule.
- ✓ Sign up for an Open House. At the events you will meet members of our team and learn more about Odyssey and the detailed steps of our transition process.
- ❑ Spread the word—If someone is unable to attend an Open House, we would still like to hear from them! They can provide us with their contact information by using the Contact Us link in the Key Events section.
- ❑ **Current HB personnel, apply to your position.** Follow the detailed steps below—the sooner you apply for your role the quicker the process will move!
- ❑ After the Open Houses are complete and your application has been submitted, a Team Odyssey partner will reach out to you regarding the next steps and signing up for placement events if applicable.
- ❑ For those of you contacted by Odyssey, we will hold placement events. Watch the Key Events section of the HB Transition Website (<https://odysseyconsult.com/hb-transition/>) for signup opportunities.
- ❑ Check HB Transition Website regularly for updates.

**HELP US HELP YOU**

# How to apply

## ❑ Locate your position

- Search for the most appropriate position using the searchable Jobs Postings table on the HB Transition Website.
- The table is searchable by Program Office, Location, Position Title, and Labor Category Level.
- If you are uncertain, apply to the position that most closely matches your current role. There may be terminology changes from one contract to the next that could cause confusion.
- When in doubt, contact us using [HBTransition@odysseyconsult.com](mailto:HBTransition@odysseyconsult.com) or by using the link at the bottom of the FAQ section of the website.

## ❑ Apply via iCIMS

- Once you identify your position posting, click “Apply” and you will be taken to iCIMS (Odyssey’s Applicant Tracking System), where you’ll be able to create an account, upload your resume, and answer a few application questions.

## ❑ After you have submitted your application, you will receive a confirmation email.



# Questions

**QUESTION:** I am having trouble applying to my role / I am having difficulties creating an account to apply for my role / I keep getting a reCAPTCHA error message

*ANSWER: If you are using a government computer to apply, you may get this message and may have to try to apply another way. This is related to security measures beyond Odyssey's control. It is recommended that you use your personal computer or smartphone to apply. If you are having issues using your personal computer, please try the following measures:*

- *Check to see if you have the DoD VPN on.*
- *Check to see if JavaScript is enabled in the browser.*
- *Are there any conflicting plugins?*
- *Try to use a "clean" version of chrome for accessing any troublesome websites.*

**QUESTION:** I currently telework. Will I be able to continue teleworking after the transition?

*ANSWER: Ultimately, this is a customer decision. However, Team Odyssey will advocate for a continued telework availability where it makes sense.*

# Questions

**QUESTION:** Will I retain my currently salary level?

*ANSWER: That is our intent. The current and follow-on HB contracts have similar rate structures.*

**QUESTION:** Do I have a position / job?

*ANSWER: Yes, Government intends for all incumbents to remain in place on the follow-on contract.*

**QUESTION:** What if my current company is not on the new EPASS contract

*ANSWER: Odyssey will align all incumbent personnel to the follow-on contract and Team Odyssey member company.*

<https://odysseyconsult.com/hb-transition/>

# Contact Us

## Option 1:

Email questions to:

[HBTransition@odysseyconsult.com](mailto:HBTransition@odysseyconsult.com)

## Option 2:

Visit Odyssey's Transition Website and use the form at the bottom of the **FAQs** Section →



**Questions?**  
Don't see an answer for something you'd like to know about Odyssey and our HB Contract Transition? Fill out the form below and we'll get back to you with more information.

I have a question about?  People  Process

Type your question here

Name \*

Work Email \*

Phone \*

