



**ALASKA
FEDERAL EXECUTIVE ASSOCIATION**

SUBJECT: Alaska Federal Executive Association Minutes, August 4, 2015,
Federal Building, 222 W. 7th Ave, FAA Executive Conference Room,
Anchorage, Alaska

Call to Order and Introductions: Deirdre L. Fike, AFEA President, called the meeting to order. All members, committee chairs, and guests introduced themselves. List of attendees is attached (Atch 1).

Approval of Minutes: Minutes from the last AFEA General Meeting (June 4, 2015) were reviewed; two corrections were made under FEMA and BOEM paragraphs. Minutes approved by Chris Tolley; seconded by Tom Wilder.

Main Focus of Meeting - Arctic Issues/Visit:

Deirdre Fike:

Focus now is to be looking at what we are doing as the U.S. takes chairmanship of the Arctic Council. The Glacier Conference is scheduled to be held in Anchorage at the end of the month with attendance from the Secretary of State John Kerry and the President. Our goal is to have a voice for Alaskans but also an audience with the President and introduce what we want to do as the AFEA. We need to address Arctic issues that are important and impact Alaska and residents.

Deirdre Fike has been working with the Arctic Executive Steering Committee (AESC) out of Washington, D.C., on behalf of the AFEA to determine how we want to organize our presence and the AESC is very interested in the AFEA's work and us being part of discussions going on. Asked Joel Neimeyer to give a rundown of how these committees are set up with the Arctic Council as many of us are engaged in committees/subcommittees and how the AFEA will fit in. Deirdre Fike thanked agencies that sent in the list of committees/subcommittees they are part of including their agency's POC(s) and projects/resources.

Joel Neimeyer:

We are one of many Arctic nations that belong to the Arctic Council. We have been Chair of the Arctic Council for a number of months and there will be a meeting later this month where the President and others will be speaking. Serving the Arctic Council is an Executive Council of feds in D.C. that meet regularly to try to understand what it means to be Chair of the Arctic Council and how to move forward. They are working on developing the Glacier Council and have a number of subgroups that are working on particular topics, which many of us here are members of. Mr. Neimeyer had the opportunity to speak with a group in D.C. and the AFEA.

Many of the Feds understand the federal service on a national scale; however, do not understand the federal service in the Arctic environment because they do not live in Alaska.

Deirdre Fike:

The AESC is led by Simon Stevenson with the Office of Science and Technology. The subcommittee is led by Anita Eisenstat who is putting together the work behind the scene in preparation of the Glacier Council. Deirdre Fike had the opportunity to meet with Ms. Eisenstat and discussed the AFEA having a voice for Alaskans. We determined it is best to have a subcommittee that comes out of our association that consists of those agencies that have specific issues and ongoing matters with the Arctic who can then advise the Executive Steering Committee. Deirdre Fike asked agencies for feedback on how developing a subcommittee would work for our association. Also, what are the top issues from each of your agencies we would like to get in front of this Executive Steering Committee and/or with an audience with the President, what topics are they not aware of/different for Alaskans. For the FBI, one area would be national security. Asked how many in attendance have a role in the Glacier Council; received three responses (Amy, Tom, and Diane).

Feedback:

Diane Soderlund: It is important that our group understands the different roles agencies have; would like clarification. Ms. Soderlund's understanding is the Arctic Executive Steering Committee was created under the Executive Order signed by the President and is not directly associated with the Arctic Council but have shared interests; however, they are separate. Therefore, the Glacier Council is not an Arctic Council event; it is being organized by the State Department with three tracks, one being for Ministries/State Department. Ms. Soderlund discussed agenda of the Glacier Council.

Karen Loeffler: Arctic issues are relevant to a lot of agencies including global warming, law enforcement, fishing fleet, oil fleet; international partners; USAO interacts with several agencies including USCG, NOAA, FBI, EPA; however, not sure where agencies fit in. If agenda is set for Glacier Council then there is no need to discuss what topics we want addressed.

Chris Mandregan: IHS would be affected; have two hospitals north of the Arctic Circle (one in Barrow and another in Koztebue) with at least 20 tribes; however, not staffed for increased activities/disaster.

Carma Reed: At our last meeting, we made a point of how important it is to have Alaskan presence/representation on the Arctic committees/subcommittees; the same should be for the Glacier Council. Is there a panel, should one of us be on that panel, do we know what topics are being addressed? Recommended we take a look at the panel, see what representation is missing; take a look at the agenda/make suggestions. Deirdre Fike stated she has a copy of the draft agenda; however, will need to check with the committee to see if it can be released.

Chris Tolley: Consideration should be given to agreements made with the nations we share borders with, how are we/those nations going to respond in a crisis situation, many of which we do not have control of.

Rob Heun: Suggested 'task organizing' AFEA into groups/categories, for example Law Enforcement, Indigenous, and Environmental.

Aimee DeVaris: Administrator is a speaker for the Glacier Council and for this meeting we should consider agenda set. One thing we can do, is make recommendations to our leadership as to where/what to show to the high level executives coming/attending.

Deirdre Fike agreed that AFEA should have sub-committee groups (Law Enforcement, Indigenous, and Coastal Erosion) with a lead agency compiling concerns and submitting a write-up.

Feedback:

Karen Loeffler volunteered to do a write-up for Law Enforcement group/circulate list of concerns.

Chris Mandregan stated issues with IHS are mostly infrastructure and have to involve tribes and state.

Diane Soderlund stated there are a lot of subgroups that work with other groups. The Glacier Council has a significant tribal representation and there is a specific quota of feds, NGOs, tribal representation are on the panel.

Deirdre Fike: Two different things we are talking about –
With the Glacier Conference at the end of the month, is there a need for AFEA to be represented, or are agencies that need to be involved already attending/having conversations?

Feedback:

Steve Davis: Sounds like agenda is already set and those involved are already planning on attending. A lot of agencies have senior leadership coming. Would like to see agenda, know who is on the panel in order to provide leadership with issues.

Deirdre Fike: Arctic Executive Steering Committee: Committee wants AFEA presence; would like full-time individual that represents the AFEA. Was asked if any agency can dedicate an employee 50% of the time; responded most agencies have limited resources. Committee has agreed to present to the Executive Steering Committee if they can get a resource out of OMB as part of the Executive Order to work in Alaska and represent working group at quarterly meetings. Have an off shoot of the AFEA that becomes an interagency working group on behalf of the Steering Executive Committee and AFEA can continue to have subcommittees to work with interagency working group. Working Group would not be part of the AFEA, it would be separate.

Feedback:

Joel Neimeyer: Experience has been that working groups are very Fed focused and struggle on how to engage with the State of Alaska and Tribes. This is an opportunity to bring to focus the state/tribal perspectives/issues and getting word back to D.C.

Deirdre Fike: Recommendations for subcommittee groups; what groups are agencies part of?

Feedback:

Amy Holman: NOAA is part of several groups. One area for more progress is expanding observing systems, real-time information; part of Glacier's agenda.

Diane Soderlund: AESC not going away and issues continue to involve; we need to be able to add inputs.

Tom Wilder: Recurring theme...what is it that we are doing; groups being informed still trying to find what their purpose is. From his end, he is hearing big policy decisions. Recommended we wait until after the Glacier Conference to see what groups are needed. Reported FEMA attends the Coastal Erosion teleconferences and this is the first time he heard that "Coastal Erosion" is a topic at the Glacier Conference.

Deirdre Fike: Opportunity to go forward after Glacier Conference, have better idea of what is being asked from us. However, this is an opportunity to get ahead as a group; new working group can be part of discussions. Send Ana Hogue what smaller groups would work, what agencies should be involved/which agency should be the lead, topics for discussion; make recommendations and board will review.

Feedback:

Joel Neimeyer: Need to focus on how we get the voice of Alaskans back to D.C. Important to know what different groups in D.C. are saying.

Chris Tolley: AFEA needs to validate what committees are doing; however, we do not know what they are doing.

Karen Loeffler: Hard to explain to own HQ agency how things work in Alaska.

Deirdre Fike: Will try to setup VTC with the Arctic Executive Steering Committee to talk to us as a group and we will regroup after; will reach out to them before Glacier Conference. List of Alaska federal agencies and committees/subcommittees they are involved with was provided to AESC.

Feedback:

Karen Loeffler: Recommended agencies put short brief of what each agency does in regards to Arctic issues to be presented to Glacier Conference.

Diane Soderlund: Many agencies represented on the Arctic Executive Steering Committee; some agencies previously provided information to the AESC.

Deirdre Fike: Agencies may have representative on Steering Committee but representatives do not actually live in Alaska. We (AFEA), as the AFEA, is not represented in DOJ. Alaska agencies can coordinate issues internally with own HQ representative.

Feedback:

Carma Reed: HUD is represented on the Executive Steering Committee but may not attend meetings. There is a memo that provides a list of who is on the committee and lists those that actually went to the meeting. Based on suggestion made of having OMB provide a person with a liaison role is a fabulous idea and that is something we could say would make a difference. Would it be logical that that person would be with the Denali Commission since that is the collaborate agency that encompasses Alaska and Arctic issues already? Can we come up with a specific recommendation around that that could help us for the future?

Joel Neimeyer: He sent an e-mail to Deirdre Fike stating OMB liaison position should not be at the Denali Commission; that individual should be directly supervised by the AFEA President, which changes; however, Denali Commission can house/has office space for this position. Stated individual can also be housed/have office space with different agencies to work different issues.

Deirdre Fike: FBI would be able to house OMB person. FBI has full-time Arctic analyst working on Arctic issues for the Intelligence Community; already have someone that can overlap with that person coming in. FBI can house and have person work with our analyst to identify areas and reach out to the other agencies find the overlaps /connect the dots and be able to report back on behalf of the AFEA. OMB person and someone from here would attend meetings at D.C.; position most likely would be a GS-11 Analyst; depends on funding. Ms. Fike will go back and ask for a list of attendees that attended last week's Steering Committee and for a copy of the minutes to share with AFEA and ask if we can setup a conference call to see what they need from us/what we need from them.

Karen Loeffler: How do we get a voice when there are so many agencies? HQ not connecting with right people.

Deirdre Fike: AFEA is a collateral duty for all of us and we are very busy with our regular day jobs. Let her know of any issues needing to be addressed prior to the video teleconference/Glacier Conference.

Treasurer's Report: Corrine Eilo, AFEA Treasurer

Website: Problem was we lost domain name because GSA said we were not federal; went back to D.C. and proved we are federal so we were able to get domain name back. Everything is paid for to get the rights back. Working with ACS to get the website up and running again; should be resolved soon. Denali Commission will be the website's POC and send alerts of information items posted; will talk with AFEA President on what to post.

Training Opportunities: Received some recommendations for training opportunities; broad based training such as FERS Retirement and Appropriations Law training. Currently have price quote on FERS training from Seattle FEB; there may be a small fee for attendees. Reference the Appropriations Law Training, some federal attorneys interested in having GAO present this training; has been done once in Alaska and was very successful. We may have several sessions for Appropriations Law Training, will get price quotes; Denali Commission is able to host this training. Recommendations/ proposals will be brought to group for FY16.

Annual Fees: Did not collect fees for FY15; will discuss fees for FY16 with the Policy Board.

President's Report:

FY16 Vice President: Canvassing for AFEA Vice President position, take board positions to next FY; start process for FY16 for new positions.

FY16 Goal: Focus on becoming a Federal Executive Board versus an Association, this will allow us to have a full-time position for the AFEA. Have not had time to research other AFEAs/FEBs; however, if there is a volunteer to look into this for FY16 please let me know.

Interested in seeing what smaller FEAs/FEBs do since most are limited in resources; can look at Hawaii as a model.

Website: Will post agencies and responses regarding Arctic Working Groups.

By-Laws: Looking for someone to review/address changes to our By-Laws; have not been reviewed since 2008.

Other Announcements:

Chris Tolley:

Seattle has a board which entails an individual from an agency to be detailed to the board and serves as Chair. The parent agency pays the salary and other funding is available for clerical support. This allows for a collateral duty but also for executive development/experience.

Anyone is welcomed to review the By-Laws. In the past we had the annual Awards Ceremony which needs to be revisited due to how the government looks at awards, what can/cannot be done.

Corrine Eilo:

Some FEBs offset position by fees brought in by events. Some things that cannot be donated, are funded. FEBs managed differently; D.C. has a very active board. Have some information collected from past research that can be shared with agencies interested in funding this position.

Corrine Eilo and Ana Hogue volunteered to review the By-Laws and will address recommended changes with Policy Committee.

George Northcroft/GSA:

Has ideas for training opportunities; Chris Tolley will send him Corrine Eilo's contact information. Recommended someone talk to Paul Carson from Seattle regarding FEBs in D.C. and can share some challenges faced. Chris Tolley will get Corrine Eilo, George Northcroft, and Paul Carson together. Mr. Carson, who has been communicating with Corrine Eilo, shared examples of what Seattle FEB is doing. Seattle FEB put together a subcommittee of Public Affairs Offices and they put some training together themselves for individuals wanting to become better public speakers/more comfortable with the press/media. Recommended if an agency has training and has open spots they invite other agencies/find collaborate ways for discussion.

Joel Neimeyer:

Recommended since the AFEA presently does not have a VP, that Deirdre Fike remain as President for next FY in order to groom FY16 VP. Deirdre Fike accepted recommendation if no one else is interested; happy to stay on. AFEA members did not have objections.

Closing Comments: Deirdre Fike reminded attendees to please sign-in. Next meeting will be announced via e-mail.

Adjournment: The meeting adjourned at 3:25 pm.

Atch 1
List of Attendees

Deirdre Fike, FBI (AFEA President)
Ana Hogue, FBI (AFEA Secretary)
Corrine Eilo, Denali Commission (AFEA Treasurer)
Chris Tolley, DEA
Tom Wilder, FEMA Region 10; representing Robert Forgit
Carma Reed, HUD; representing Colleen Bickford
Steve Davis, NOAA National Fishery Services; representing Doug Mickamore
Deb Cooper NPS; representing Burke Frost
Karen Loeffler, USAO
Joe Nardel, USDA
Joel Neimeyer, Denali Commission
Shirley Kelly, Econ Div
John Williamson, USPC
Eric Wallis, VA; representing Dr. Linda Bloom
Dianne Soderlund, EPA
Tracy Hegna, Congressional Liaison
Jacki Holzman, FAA
Kerry Long, FAA
Rob Heun, USMS
Tanya Lauscher, USMS
Jay Farmwald, Denali Commission
Durelle Smith, USGS
Aimee DeVaris, USGS
Amy Holman, NOAA
Denali Daniels, DOE Contractor; representing Givey Kochanowski
Chris Mandregan, HIS
Joseph Darnell, DOI
Doug Mecum, NOAA

Participated via Teleconference

George Northcroft , GSA
Erica Moscaro, GSA
Heather Blood, BOEM
Bob Kirstead, USSS
Mason Birnham, USSS