



**ALASKA  
FEDERAL EXECUTIVE ASSOCIATION**

**SUBJECT:** Alaska Federal Executive Association Minutes, February 5, 2016,  
10AM – 12PM, @ U.S. Fish & Wildlife Service, 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 (August 4, 2015) were reviewed. AFEA President Fike made motion to approve Minutes; motion approved by Robert Forgit.

**President's Report:**

**AFEA Arctic Meeting:** Ambassador Brzezinski met with AFEA members on January 27, 2016. Ambassador was very pleased to receive the information regarding Arctic issues in Alaska and to meet with agency heads. The AFEA will have specialized meetings as needed.

**Federal Executive Board Status:** As an Association, we do not have FEB benefits. We have been doing research of FEB qualifications and found out we may not meet some requirements. AFEA needs to discuss if being an FEB meets our needs; asked Corrine Eilo to give a briefing.

*Corrine Eilo:* She and Joel traveled to Seattle to present Arctic issues to the FEB and to attend one of their meetings to see what type of topics they cover. Were also able to meet with Paula Bridgham from OPM; Ms. Bridgham is in charge of all 28 FEBs throughout the nation.

In order to become an FEB, there are standards we must meet:

- **Geographical:** We meet this requirement since FEBs are centered around metropolitan city; would have an Anchorage-based FEB. Reason for geographical requirement is emergency planning and knowing who to contact/where everyone is.
- **Staffing:** One full-time Executive Director (frequently GS-14) and Assistant (GS-9/10/11/12); at a minimum must have Executive Director. Positions must be donated and paid by the individual's agency. OPM looking for continuity from

Executive Director position. Other FEBs have part-time Assistant; there may be a way to fund the Assistant position.

- FEBs are made up of agency heads/top levels and Executive Steering Committee; set up similar to us (AFEA).
- FEBs cannot collect any fees.
- Very typical of FEBs to pay for training.
- Quarterly data calls and annual reports due to OPM; there is oversight on reporting requirements.
- Have to apply/send in paperwork for FEB status; however, we may need to identify staff resources.

#### Q&As/Discussion:

*Deirdre Fike:* Would like feedback, does group want to go forward and apply to become an FEB and are there any agencies that would/can commit personnel resources?

*Karen Loeffler:* What does an FEB do different than AFEA?

*Corrine Eilo:* FEBs are formally recognized and supported by OPM. OPM has put in funding request through Congress in the past, however not always successful; funds distributed throughout FEBs. There is a lot of interaction between the heads of FEBs, a lot of information shared/lessons learned, sharing of trainers, and keeping up contacts. Federal Executive Associations have a lot more freedom, no reporting requirements.

*Deirdre Fike:* Will FEBs be willing to share trainers, include us?

*Corrine Eilo:* Seattle FEB has information on AFEA and Juneau FEA and is sharing training information with us.

*Robert Forgit:* Need to know who Executive Director would report to? How long is this position for? Need to know process (how to request position, who does agency request GS-14 position through).

*Corrine Eilo:* We would submit a business plan. Will call Ms. Bridgham to see if there is a business plan we can look at and ask if we need to have person/agency named for Executive Director or can we do that after. Will be meeting with Ms. Bridgham next month in D.C.; will report findings at next AFEA meeting.

*Deirdre Fike:* Would be good to get a draft business plan together and if some agency wants to move forward with this, they would at least have something to write justification for GS-14 position. If AFEA wants to see us do better, have a more formal group, focus on what is important to us in Alaska, than we need to have someone dedicated full time.

*Karen Loeffler:* Would like to see something from FEBs that shows what they do/accomplishments. Agencies here already have our own Emergency Management Plans, so to have someone else rewrite those may not be good.

#### Revamping AFEA:

*Deirdre Fike:* Federal coordination effort – couple of areas we talked about: Arctic mission, liaison in rural Alaska, and training. How do we leverage the limited resources we all have and do the best thing we can for this organization? We do not want to spread ourselves too thin; however, are there other areas we need to look into, other subcommittees?

*Givey Kochanowski:* The AFEA Executive Board met this month on ways to reenergize the AFEA. We lost a lot of members due to sequestration and are now revamping. We discussed

what is the relevant future of our association, and how do we move forward; prior AFEA focus was getting locality pay. Discussion included the Arctic – we are all tasked by the Director either directly or indirectly to share resources when it comes to rural Alaska or tribal entities.

#### Tribal Liaison and Rural Alaska:

*Deirdre Fike:* These topics are important when discussing Arctic issues. AFEA recognized the knowledge/tribal liaison contacts Sudie Hargis has and her efforts in helping us to coordinate a subcommittee. Timing is good, so we can make transition and get information from Sudie; AFEA President will contact her.

*Givey Kochanowski:* For the past years Sudie Hargis and others have been very active in forming tribal working group. Sudie manages a directory of about 50 members from around the State that are great resources for agencies that want to engage with tribal/rural communities. Sudie's intent was for AFEA to have tribal liaison and agency heads to see value of working with rural Alaska.

*Robert Forgit:* Sudie coordinates/leads meetings with tribal liaisons; already has group. However, group does not coordinate travel/when to go out to communities. Would like to see having a "Federal Program Day" at hubs, where agencies that have programs affecting areas around hub can go/speak. Typically when agencies go out to rural communities they get asked questions out of their agency's role.

*Paul Albertson:* Advised Sudie Hargis is looking to retire; she is a tremendous resource, very knowledgeable of who to talk to, and how to work with Alaskan communities. Her position is critical in terms of outreach; Coast Guard looking for replacement.

*Joel Neimeyer:* Executive Order calls for a Tribal Liaison. The 10-year Arctic Strategy was not part of discussion; Sudie's group more of a communication group amongst federal agencies. The subcommittee would bring Arctic Strategy discussion and satisfy that requirement.

#### Forming Subcommittee:

*Deirdre Fike:* Looking for agencies interested in forming a subcommittee which would be valuable to address certain issues going on in the State. Agencies could coordinate travel to rural communities in an effort to meet with elders/mayors. Would help to be aware as a group of times to visit as to not interfere with subsistence fishing/hunting seasons. If HQ is coming to Alaska, reach out to AFEA to find correct POC. There is opportunity to meet after trips or post on website what happened at last visit, what is coming up. Subcommittee would identify specific tasks for each agency based on their mission and those agencies can coordinate with other agencies. We will have a separate meeting when subcommittee forms. If interested, send names to Paul Albertson and Ana Hogue. There is value of knowing each other, what we are doing, what are responsibilities are. We need to share information with State partners and new people coming in.

*Givey Kochanowski:* AFEA Executive/Policy Committee's thought is to have subcommittee, ties well into Arctic/Arctic Strategy.

*Rob Heun:* US Marshals volunteered to be on subcommittee, see value. Have been out to villages to promote outreach/positive role. There are things we can bring to communities; we have a boat and helped with fishing badges.

*Karen Loeffler:* Volunteered Bryan Schroder from USAO to be on subcommittee; he is very interested in Arctic.

*Carma Reed:* Studie has meetings periodically; will subcommittee be what Studie has put together?

*Renee Tatusko:* We all hear about lack of observations; we are reaching out to state and federal agencies for potential partnerships. Would it be worthwhile to suggest a coordinated mechanism, subcommittee where we could all better address a coordinated effort to set up an observational network that will meet a number of our missions, how can we coordinate to leverage our limited resources? Recommend invitation be sent to the National Science Foundation, Kelly Falkner who is the Director of Programs; she can help identify someone to be part of subcommittee. The National Science Foundation provides millions of dollars for research around Alaska.

#### Meeting with State Partners and Ambassador:

*Deirdre Fike:* Agreed that it would be valuable for the State to come and address our group so they can know who agencies are. We will try and get State do presentation at our next AFEA General Meeting and invite the Ambassador; AFEA President will contact him for schedule availability. Ambassador wants to hear from Alaska; we need to get together and come up with a strong plan/presentation and list of topics that are significant to Alaska to present to him, so he in turn can present at Washington. AFEA can be coordinator for the State with the Ambassador. Proposed to brief Newtok project as AFEA's mission, can propose strategy that ties in with Arctic; asked for feedback. Need to come up with some language for AFEA's mission, more to support State's efforts versus one community.

*Givey Kochanowski:* We need to continue working issues regardless of Ambassador's term/who is in position; stronger to come back as AFEA versus individual agencies. Every Agency Secretary should be visiting Alaska within the next 2 years; we can utilize these opportunities to highlight Alaska. Discussed OMB newspaper article; we are still accountable to OMB when it comes to Arctic matters. Recommended a letter signed by AFEA President be sent to Ambassador inviting him to see rural Alaska either before or after the ASSW and AOS Conference. Volunteered to draft the invite letter for Ambassador; he and Robert Forgit will work on letter and send to AFEA President to sign/send. Requested we be included as a "plus 2" and be invited in the HQ calls; have expert from the agency and expert from Alaska.

*Carma Reed:* Last year the State of Alaska worked very hard to apply for resilience funding and was not successful. Recommend the State present an overview of the application to the AFEA and AESC to see if parts and pieces are relevant to agencies; would help with our relationship with the State.

*Robert Forgit:* Projects not getting funded affect other agencies; there is opportunity to make things happen, recommend issues be sent to Ambassador. Need to bring in State into conversations. They are the ones that have been working these issues for a long time; let them speak for themselves and we will support them. The same time the Ambassador meeting was going on, there was a national working group meeting; however, the State was not involved. Need to look at funding proposals; Alaskans flabbergasted that out of \$240M package of projects that could be HUD-funded through a big HUD grant we did not receive any funds. Presentation from Sally Cox and the State has a great PowerPoint (PPT); shows what Newtok looked like in the 80's and how it looks now. PPT also shows community plans, phases of those plans, what has been done and what needs to be done. Newtok has issues, but can be a case study and

success story; moving 12 homes in Newtok is a big deal – if moved, this opens up funding and success for other agencies. Need to invite the Ambassador to AFEA meeting when he comes in March; AFEA needs to pick one project. If Newtok/coastal erosion is picked, the presentation is already in place, can bring Commissioners and federal partners involved to discuss in formal, educational way; make objective of that meeting to have the Ambassador want to help, go forward with the project. Recommend flying the Ambassador out to Newtok so he can see it up close; however, may be hard to fly there in the winter, can work with the Department of Military Veterans Affairs to see if they could bring the Ambassador out to the village. Motioned to use Newtok project as an opportunity to approach the Ambassador; Rob Heun seconded motion.

*Joel Neimeyer:* We are the lead coordination agency for Arctic, the rest of the agencies are the implementers. Our job is to identify cost-effective solutions that the community arrives at; that is what we want, we all come together. My challenge is Commissioners going one way, OMB going the other. Need to have a conversation with AESC/Ambassador on 10-year strategy. Communities have always been affected by erosion, we are just seeing more of that now. Need State-wide monitoring as it pertains to climate change. If Alaska representatives are not invited to meeting, have regional POCS attend meetings/calls.

*Renee Tatusko:* Ambassador is coming to Fairbanks, March 12-19, for ASSW and AOS; will be keynote speaker at Arctic assembly on March 15. Not all communities are like Newtok, there are some communities that can help mitigate the coastal erosion. This one example helps build a much broader strategy to protect the lives and property for all of the communities up and down the Alaska coast. Would support AFEA's project of "State's work, a state-wide observation project" this would include more communities, not just Newtok.

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Suggested language for AFEA's project/mission: *AFEA would like to support the State's focus on mitigation projects, disaster resilience in specifically communities like Newtok, Galena.*  
Group agreed to continue working on language.

**Treasurer's Report:** Corrine Eilo, AFEA Treasurer

**Training Opportunities:** Two requests received; both have been arranged. Will discuss with AFEA Policy/Executive Committee the cost for training, how to pay.

GAO Appropriation Law Training, August 2-4, 2016 (full days August 2&3 and ½ day on August 4). GAO attorneys teaching course, limited to approximately 30 attendees; geared toward attorneys of fiscal law, however not limited to attorneys, open to all levels, do want mixture of agencies.

FERS Retirement, September 13 and 14 (one day course), using instructor Seattle FEB uses, Ellis & Associates (former Fed employee); approximately 30-50 attendees, need to figure out location. This year only, may be available to employees at no cost. Spouses will be allowed to attend at no extra charge. There is not a retirement range for this course; typically most employees attend at mid-year of career and 5 years before retirement eligibility. Did not request CSRS briefing at this time.

May open registration for courses on AFEA website or give specific # of spots to each agency; AFEA will need to decide. Can always bring courses back if more interest is received; may ask Ellis & Associates for extra day.

By-laws: Updated by Corrine Eilo and Ana Hogue; copy showing changes made will be e-mailed to AFEA members for review. Please provide recommended changes to Ana Hogue; no need to respond otherwise. The AFEA Policy/Executive Board will review and adopt the By-laws at their next meeting.

Finances/Dues: We have not been collecting dues because we still have a little over \$17,000 in our bank account. We may use funds for training; will discuss at next AFEA Policy/Executive Committee meeting.

### **President's Report:**

Training – was contacted by company that teaches Martial Arts for the Mind, Stress and Resilience course for federal executives/leadership. Company will be in Anchorage the first week of May; will give information to AFEA Treasurer.

Website – we really want to start using our website and direct members to it, instead of including everything in e-mails.

CFC – AFEA will partner with CFC. Deirdre Fike previously sat on LFCC and encouraged agencies to support CFC. Shared examples of fund-raising and speaker events done in the past at the Anchorage FBI.

### **Other Announcements:**

Website – have started using the AFEA website to post upcoming meetings, approved meeting minutes, and other information including AFEA member roster. Please let Ana Hogue and Sabrina Cabana (Denali Commission) know if there are any changes to the roster.

CFC – Barbara Bozeman from United Way and CFC Public Campaign Manager gave briefing:

- 54<sup>th</sup> year of CFC
- In 2015, Alaska came in just under \$1M in donations; participation rate went down slightly to 8%, was 9% last year
- 26,000 non-profit charities were listed on Charity List
- For 2016, campaign runs September 1 – December 15; three kick-off events are coordinated (Anchorage, Fairbanks and Juneau). Many agencies have their own/internal kick-off event.
- Prior to September need name of coordinator for each agency; large agencies can have key workers to assist coordinator
- Goal is for each federal employee to be contacted at least once; consider donating
- Board of Directors, LFCC – only requirement is to be a federal employee. Asked federal agency heads to consider sitting on board; currently have 12 members, would like to increase membership to 20 where it has historically been.
- Fund-raising/team-building events (chili feed, pumpkin decorating contest)

State has a program equivalent to the CFC called the Share Campaign which Ms. Bozeman also manages. Employee pool about 1/3 of federal employee pool; raised ½ a million dollars.

Conference Room - received a request from Darrin Jones, former Anchorage FBI ASAC, who is looking for a conference room at a government facility that sits 60. Room needed for International Technology Symposium to be held in May or September; attendees will include

foreign nationals. At meeting received recommendation for G-MOD A/B/C rooms which are free; will have Mr. Jones contact GSA.

Burns, Oregon Standoff: Funeral for individual killed during standoff is tomorrow; maybe protests at federal buildings. FBI offices, including Alaska, have received threats and some offices have seen protests however nothing violent. Let FBI know of any threats, please share information.

**Closing Comments**: Deirdre Fike thanked everyone for attending today's meeting.

**Adjournment**: The meeting adjourned at 12:00 pm.

Atch 1  
List of Attendees

Deirdre Fike, FBI (AFEA President)  
Givey Kochanowski, DOE, (AFEA Vice President)  
Corrine Eilo, Denali Commission (AFEA Treasurer)  
Ana Hogue, FBI (AFEA Secretary)  
Lynn Polacca, BIA  
Paul Albertson, USCG; representing General Abel  
Robert Forgit, FEMA Region 10  
Barbara Bozeman, United Way, CFC  
Marichu Relativo, SBA; representing Sam Dickey  
Rob Heun, US Marshals  
Debra Franklin, DOC  
Renee Tatusko, NWS; representing Scott Carven  
Durelle Smith, USGS  
Carma Reed, HUD  
Rich Van Allman, FAA  
Kerry Long, FAA  
Karen Loeffler, USAO  
Joel Neimeyer, Denali Commission