

Minutes of the UAA Executive Committee Meeting
Thursday, June 25, 2015
10:30 AM - 12:30 PM
USAID's Global Health Bureau Offices
2100 Crystal Drive, Arlington, VA

Board Members Attending: Frank Almaguer, David Cohen, Franklin Moore, Nancy Pielemeier and Alex Shakow

Board Members Absent: David Eckerson and Carol Peasley

Committee Co-Chairs Attending: Jim Fox, George Hill, Jim Michel, Marilyn Schmidt and Nancy Tumavick

Committee Co-Chairs Absent: Bill Anderson, Ann VanDusen and Jerry Wood

UAA Executive Assistant: Ven Suresh

Meeting Chair: Alex Shakow

1. New Board Member and Incoming Administrative Assistant:

Recent USAID retiree and new Board member Franklin Moore attended his first EXCOM meeting. His appointment was effective in May and he will serve in the position vacated by Denise Rollins until the next Board elections (in October 2015).

Ven Suresh, the newly appointed (effective June 15) UAA Administrative Assistant also attended his first EXCOM meeting.

Both were warmly welcomed and introduced to EXCOM members.

Jim M. provided both Franklin and Ven with copies of the *UAA Ethics and Conflict of Interests Policy*. The newcomers were asked to read and sign the form in acknowledgement of their understanding of the Policy as UAA EXCOM participants. Signed forms should be delivered to Frank.

Ven asked for EXCOM support and guidance as he assumes responsibility for UAA communication tools, including website updates, newsletters, AGM and

USAID history project communication, election notices, EXCOM meeting minutes, membership data base and lists, as well as other tasks as assigned. Ven was assured of the EXCOM's full support.

2. Minutes of the May 21, 2015 Executive Committee Meeting (EXCOM):

The UAA Board reviewed and approved the Minutes of the May 21 EXCOM meeting.

3. Finance and Membership Reports:

The May 2015 Financial Report is attached to these Minutes (**Attachment A**).

Thirteen alumni made contributions in May. There was no May 2015 Membership Report to review.

Next Steps:

- A Report on new alumni registrations and membership contributions for the first half of 2015 and updated data base and membership contributions for the first half of 2015 will be available once George H. and Ven have had an opportunity to review and update the monthly Membership Reports that were not produced after April 1 due to the departure of the former Administrative Assistant.
- Ven will work with George, David C. and other EXCOM members to update the database and generate the reports that the EXCOM requires.
- Nancy T. will send reminders to those who attended the May 31 reception who may not have yet made a 2015 contribution.

4. Recruitment of Candidates for Board Opening in October 2015:

Frank updated the EXCOM on the status of efforts to recruit candidates to run for Board seats and serve on the Board after October 2015. He reminded the group that this year there would be five openings - one for a one-year term and four for two-year terms. Board Member Carol Peasley is eligible for re-election and has indicated her willingness to run for a Board seat. Board Member David Eckerson, who is also eligible for re-election, has indicated that he will not seek a second term due to his family's pending move from the area.

A number of potential candidates were discussed. The EXCOM expressed interest in ensuring that the pool of candidates will contribute to maintaining a diverse Board, including gender, career background diversity, recent USAID

service, etc. Nominations may be received until August, when the Nominating Committee will meet to prepare a slate of candidates for consideration by the membership. Every effort will be made to send out elections material to the membership no later than September 7, six weeks before the Annual General Meeting.

Next steps:

- Frank will work with Ven to send out reminders for members to self-nominate or to nominate others.
- Alex will review the names of those who attended the May 31 reception for possible recruitment to become candidates.
- Frank will continue to contact those individuals whose names have surfaced as possible candidates.

5. Annual General Meeting (AGM):

Nancy Pielemeier confirmed that preparations for the October 23rd AGM are on track. Three former members of Congress have confirmed their participation in a panel discussion led by George Ingram. The main objective of this panel will be to review how Congress and USAID have worked together to achieve substantive development results. In addition to examples from earlier periods, current priorities, including the *Power Africa* and *Feed the Future* initiatives, will be discussed.

Two concurrent discussion panels will take place from 10:30 AM to 12:30 PM. The AGM Committee is working on confirming topics and participants for these sessions. Chris Holmes and Chuck Cooper of USAID have been contacted as potential participants. A panel on disaster response and management is being firmed up. The Ebola crisis and other recent natural and man-made disasters (e.g., earthquakes in Japan and Haiti, Syrian refugee crisis) will be considered, along with historic examples (e.g., Mitch hurricane)

Catering will be organized through the same vendor CGD uses for its events.

6. Operating Committee Reports:

A. Membership: Nancy T. reported the following:

- The initiative to recruit **former AAAS fellows** to become members of the UAA appears to be stalled. The Committee has decided not to include this item on its agenda for now.

- Based on their expression of interest in the recent Membership Survey, **the Membership Committee will add three new members:** David Garms and Carol Dabbs in the D. C. area and Elzadia Washington in Tennessee.
- At the end of August a Committee member will hold the traditional **brown bag lunch at FSI for the USAID retirees participating in the Retirement Seminar.** This continues to be an effective way of recruiting new UAA members from among recent retirees. If additional Committee members are in town and available, the Committee plans on attending the closing ceremony for the Retirement Seminar on August 24.
- The Membership Committee has offered **UAA support to USAID’s “Donald M. Payne International Development Graduate Fellowship Program.”** The program works in collaboration with Howard University and with a number of other university partners to finance graduate studies for disadvantaged individuals who wish to pursue a career with USAID. Informal briefing sessions were conducted by Nancy T. and Jonathan Sperling. John Sanbrailo has agreed to present to the participants a history of foreign assistance. It was suggested that the Strengthening USAID Committee might have mentors willing to provide additional briefings to the program participants.
- **The UAA annual picnic** will be held on Saturday, July 25 at Fort Hunt Park. A notice will be sent out on July 6 to the contact list with a subsequent email reminder closer to the event.

B. Development Issues: Jim Michel and Alex S. reported the following:

- **Committee’s June 4 meeting.** USAID economist Jerry Wolgin, the featured speaker, was unable to attend in person but led a discussion via speakerphone on Africa’s development issues. His presentation addressed, inter alia, demographic trends, donor relationships, and reliance on aid.
- **The Committee has initiated a platform called “*Perspectives*”** where USAID alumni can publish their views on topical discussions and other issues. The Committee also discussed USAID’s interest in examples of learning from failure. There was a good turnout at the event.
- **Mission Directors’ Series started:** Afghanistan Mission Director Bill Hammink will speak at DACOR on July 6. Alex encouraged those present to publicize the event. Nancy T. will send out another e-mail reminder.

- Alex also mentioned the **SID-sponsored Mission Directors/ Deputy Directors reception on August 12**: Alex encouraged those who could attend to RSVP. EXCOM members are invited.
- **Development Dialogue Series**: Alex reminded that Masood Ahmed of IMF will speak about “*The Arab Spring After Four Years*” on July 24 at DACOR. Alex is awaiting responses from Emmy Simmons and Lant Pritchett as possible Development Dialogue speakers. Marilynn mentioned that the President of the Futures Group, who has been working on demographic changes in Egypt, might be a good candidate to speak in the Development Dialogue series.

C. Public Outreach: Alex mentioned that John Pielemeier had done a wonderful job in producing the 50-page annotated bibliography of USAID authors. We need to ensure that this document is circulated widely. Susan Reichle, USAID Counselor, convened a meeting with John and Alex and, as a result, USAID will make major efforts to use the bibliography in staff training and get the word out to all USAID Missions. USAID and UAA agree that this is a major contribution that should be updated regularly. David Cohen and John Pielmeier agreed to do so. They will also discuss when to launch it on the website.

D. Strengthening USAID: Marilynn noted that Jeff Cochran of AFSA contacted the Committee to explore ways by which AFSA and the UAA could collaborate on Hill-related issues that could serve to make USAID more effective in carrying out its mandate. This matter will be further discussed within the Committee and no EXCOM action is needed at this time.

7. Other Business:

A. Status of the USAID History Project: Alex thanked EXCOM members for their generous pledges of financial contributions. Alex will work with Ven on a notice to be sent out to the alumni community seeking to attract additional pledges. At this point, Alex is looking for an additional \$100,000 in pledges.

B. Alumni Award nominations: Very few nominations have been received to-date. The Awards Committee (Carol, Frank and David E.) will redouble efforts to elicit more nominations.

C. Monthly Newsletter: The next edition of the newsletter will be a May-June combined version. The target going forward is to publish them monthly.

8. Next EXCOM meetings:

- The next EXCOM meeting will be at TetraTech on Thursday, July 16 at TetraTech from 10:30 AM to 12:30 PM.
- The August meeting of the EXCOM is scheduled for Thurs., August 20, also at TetraTech.
- Other pre-AGM EXCOM meetings are scheduled for September 17 and October 15.

Attachment A: May 2015 Financial Report

Attachment A**Financial Report of the UAA as of May 31, 2015**

❖ Balance as of April 30, 2015		\$14,803.02
• Member contributions received in May		\$ 1,710.00
• Disbursements for the month:		\$ 1,352.66
○ Web site	\$ 45.00	
○ Miscellaneous	\$ 107.66	
○ Bibliography contract	\$ 1,200.00	
❖ End of May balance:		\$15,160.36

Note: UAA savings account balance as of 5/31/15: \$10,269.70