

National Council of Chief Executive Officers

Monthly Tele-Conference Meeting
 Toll Free #: 866-754-5692
 Participant Code: 2136254

DATE: July 6, 2010
 TIME: 12:00 pm EST; 11:00 am CST; 10:00 am MST; 9:00 am PST

Meeting Minutes

I. ROLL CALL

<u>NCCEO Officers:</u>	<u>P</u>	<u>A</u>	<u>Area Representatives</u>	<u>P</u>	<u>A</u>
Bryce Redgrave, Chair		x	Bill Pourier, ABR	x	
Vacant, V-Chair			_____, AK		
Alan Barlow, Secretary	x		Dorlynn Simmons, ALB	x	
Yvonne Misiaszek, P-Chair		x	Gary Wabaunsee, BEM		x
			Debby Bends, BIL		x
Chris Buchanan-NBOC	x		Molin Malicay, CAL		x
Carol Prevost-NBOC	x		Diane Carnes, NAS		x
Gary Wabaunsee-CHSO		x	Bennie Yazzie, NAV		x
			Chris Buchanan, OKC	x	
<u>IHS HQ Staff:</u>			De Alva Honahnie, PHX		x
Elmer Brewster-ORAP		x	Vacant, POR		
Vince Gudewich-HR	x		Patti Whitethorne, TUC		x
Liz Fowler-UFMS		x			
Kenneth Cannon		x	<u>Additional CEO Members</u>		
Charles Gepford	x		Pam Meyers (BIL)	x	
John Rael	x				
Cynthia Larsen-ORAP	x				

II. APPROVAL OF AGENDA

Alan Barlow noted that Bryce Redgrave would not be attending today, and consequently he would be chairing the conference call. He also explained that Andrew Delgado has left IHS and subsequently vacated our Vice-Chair position.

Alan Barlow proposed an addition to the meeting agenda under "VII. Other Agenda Items" to discuss the vacant Vice-Chair position with those present. Dorlynn Simmons affirmed this addition to the agenda.

A quorum of Area Representatives was not available for the call, so no formal action on the agenda was taken. However, all topics were reviewed and discussed with those present.

III. REVIEW/APPROVAL OF PREVIOUS MEETING MINUTES

No corrections were reported for the June 1, 2010 meeting minutes.

The approval of meetings minutes for May 4, 2010 and June 1, 2010 were tabled until the next meeting.

IV. OLD BUSINESS

1) NCCEO SWOT Analysis

Alan Barlow reported that the final table of the responses for the SWOT analysis should be completed by the end of the week. He will send it out via email for comment and response. He hopes everyone will review it and provide feedback for the project. He again emphasized that this represents the capabilities of the NCCEO as submitted by our members.

Again, CEOs are invited to revise and/or include other items on the grid when they receive it. He stated we didn't receive the feedback he was hoping for the first time around, but hopefully seeing the grid compiled will prompt more responses.

2) NCCEO Website Updates

Alan Barlow noted the good work on the website that had been completed by Andrew Delgado and explained that he and Bryce Redgrave intend to continue to make this a useful venue for CEOs. He invited Area Representatives to continue emailing suggestions for functions on the website that might prove useful to them. He pointed out that the National Nurses Council website is a good standard to aspire to.

3) NCCEO Charter Revisions

Alan Barlow reported that Bryce Redgrave will be meeting with Dr. Roubideaux and other IHS leadership to review the NCCEO charter on July 15, 2010. The following items have been reported for discussion in that meeting:

- a) The explicit inclusion of Urban and Tribal Health Directors in our Charter;
- b) The inclusion of language reflecting the 4 Priorities of the IHS Director;
- c) The solvency and future of the IHS Director's Executive Council (DEC);
- d) The inclusion of succession planning in the NCCEO; and
- e) The clarification of terminology regarding CEO recognition.

If Area Representatives find or discover other items for inclusion in this discussion, please email them to Bryce Redgrave by July 9, 2010.

4) NCCEO Position Paper to Dr. Roubideaux

Alan Barlow noted that the position paper to Dr. Roubideaux will supplement the SWOT analysis once it is completed.

5) NCCEO Face-to-Face Meeting

In our prior meeting, we engaged a discussion on possible venues to hold our annual NCCEO meeting. As no today no specific venue has been identified, but there are pros and cons to each option. In any case, our goal is to maximize attendance at this meeting. Possible meeting venues that are attached to other national meetings include:

The IHS Direct Services Tribes meeting
The NIHB Consumer Conference
The NCAI Annual Convention
The upcoming ORAP trainings

There is also an option to hold a separate face-to-face meeting.

We want to make a decision on this issue soon, and Alan Barlow asked that Area Representatives to email their preferences to Bryce Redgrave regarding which option to pursue. Due to the looming time restraints to set up the meeting, this feedback should be submitted by the end of the week (July 9th).

Bryce Redgrave and Alan Barlow would also like to solicit feedback on how to facilitate ongoing conversations and/or documents through current technological routes that will benefit the NCCEO. With our respective schedules demanding so much from us, it may be that formal email exchanges, listserves, SharePoint documents, and other tools might better facilitate input on issues and tasks.

V. NEW BUSINESS

1) HQ Reports

a) ORAP:

Cynthia Larsen reviewed the dates and notices sent out to the CEOs regarding the upcoming ORAP 3rd Party training sessions. The finalized dates and locations are:

August 11th and 12th in Albuquerque, NM
August 18th and 19th in Denver, CO

July 23rd is the standing deadline for registration for either of these events. To date, 36 people have already signed up for the Albuquerque location. CEOs are invited to review the agenda and provide feedback on other topics of interest. Hotel information for the Denver venue has not been finalized, but will be soon. Cynthia Larsen will forward this information once it is obtained.

Dorlynn Simmons inquired about a list of registrants to ensure she and others in her area have been registered. Cynthia Larsen will forward this list and additional weekly reminders to Bryce Redgrave and Alan Barlow for distribution to the group.

Cynthia Larsen briefly explained the Treasury Conversion Project to those present, noting that this will be a detailed and lengthy process. This project is driven by government mandate for all entities to enter into strategic cash management formats that will increase efficiency. This will include transitioning to full electronic commerce exchanges (e.g. payers, banks accounts, etc.), and thus we will encounter numerous obstacles along the way. More information will be provided at the CEO trainings in August 2010.

b) HR:

Vince Gudewich reminded everyone of the Mid-Year PMAP review deadline of July 16, 2010. He also noted that year-ending finance deadlines require that HR process all non-rating based employee awards by August 9, 2010. To meet this deadline, all awards must be submitted by the end of July 2010.

An upcoming HR Summit will be held in Washington DC on July 14, 2010, and one of the primary topics will be hiring reform. This extends from a Presidential Memorandum for OPM to make the hiring process easier and more accessible to applicants. The goal is for an 80 day timeframe from start to finish, and the HR Summit will focus on mapping the IHS hiring process and how to improve its speed and quality. Part of this endeavor will also involve transitioning to full automated/electronic hiring processes in which resumes and other information is uploaded and streamlining qualification responses. Full implementation is expected by Fall 2010.

Alan Barlow inquired about the current speed of the hiring process. Vince Gudewich explained that OPM has identified 14 distinct phased in the hiring process and initiatives will be made to improve each phase. Preliminary measures show we are taking 76 days on average. However a more accurate measure will be available by the HR Summit.

Vince Gudewich also reported that HHS is in the process of standardizing position descriptions, with many now in draft mode. The question will be how to implement standardization at IHS. Subject Matter Experts (SMEs) and Classification Specialist are working on this process now.

c) UFMS:

No report available

VI. NCCEO Committee Reports

1) IHSL:

Alan Barlow explained that Bryce Redgrave was able to field the IHS Leadership call on Friday, and that one of the main topics concerned our GPRA performance. With IHS being one of the few agencies to receive a budget increase this last year, we are under increasing scrutiny to perform and produce results. However, preliminary estimates of our year-ending GPRA data do not look as good as they should, and this is concerning. We will need to explain to the OMB what we are doing to increase our scores. In addition, IHS has undergone some negative publicity, and everyone needs to make a concerted effort to improve and produce at their respective Service Units.

Bryce Redgrave will be in attendance at the afore-mentioned HR Summit and has sent an email out to the CEOs to provide feedback on their 3 primary issues with HR. He will look represent those concerns while at the HR Summit, and feedback should be submitted ASAP.

2) NBOC:

Chris Buchanan reported that the NBOC was held on June 2nd. He reported that red flag items were due on June 18th, and all Service Units seem to have responded to this call for information. Many of the other topics from the meeting have already been discussed in our conversation.

John Rael affirmed that red flag information has been received and that ORAP is actively compiling the list of corrective action plans for monitoring. He also explained that there has been no word from GAO as of yet, although July 2010 was the timeframe communicated for their visit. The GAO will be coming to look at claims individually to make sure we are getting paid correctly and following through as we should.

Regarding a Chris Buchanan's inquiry on a dashboard internal control policy, John Rael clarified that we have a dashboard, but this is separate from our internal control policies. Cynthia Larsen also noted the dashboard can inform our compliance with the internal control policy and assist Area Directors and CEOs with monitoring 3rd party issues. An Executive Summary format for the dashboard is being developed and will hopefully be ready for presentation at the CEO training. Cynthia Larsen also noted that the accounts receivable reconciliation deadline was June 30th, and stats are being compiled on corrective action plans.

3) CHSO:

No report available

VII. OTHER AGENDA ITEMS (TIME PERMITTING)

1) Vacated NCCEO Vice-Chair position

Alan Barlow noted that he and Bryce Redgrave had a brief discussion regarding whether to re-elect for the Vice-Chair position, carry on as we currently exist, or entertain other options from the Area Representatives. They are in agreement that they can finish up the year without the Vice-Chair, and it was explained that our current Charter offers no explicit guidance on mid-year vacancies from our offices.

All the Area Representatives indicated they do not oppose having Alan Barlow and Bryce Redgrave finish the year as we currently exist, but that the issue needs the input from a quorum. This will be a topic for the next meeting.

2) LTC Information Inquiry

Alan Barlow presented a request he received from Wehnona Stabler to inquire if any of the representatives had heard or know of any additional regulations or funding sources for long-term care programs. No additional information was identified by the Area Representatives---we suspect this is a topic awaiting further interpretation under healthcare reform, and hopefully more information will be forthcoming soon.

VIII. ADJOURNMENT

The meeting adjourned at 12:52 pm, EST.