

**Minutes of the UAA Executive Committee Meeting**  
**Thursday, September 17, 2015**  
**10:30 AM – 12:30 PM**  
**TetraTech Offices**  
**1320 N. Courthouse Road, Arlington, VA**

**Board Members Attending:** David Cohen, Franklin Moore, Carol Peasley, and Nancy Pielemeier

**Board Members Absent:** Frank Almaguer, David Eckerson and Alex Shakow

**Committee Co-Chairs Attending:** Jim Fox, George Hill, Jim Michel, Ann Van Dusen, Marilyn Schmidt and Jerry Wood. Anne Dammarell represented Nancy Tumavick

**Committee Co-Chairs Absent:** Bill Anderson

**UAA Executive Assistant:** Ven Suresh

**Meeting Chair:** Carol Peasley

**1. July Minutes and Finance Report:**

The UAA Board approved the Minutes of the August 20 EXCOM meeting.

It was noted that the UAA is \$5,000 ahead of last year in revenue on hand, in part because of the months when no office manager was on salary.

**2. Monthly Membership Report:**

The EXCOM reviewed the latest Membership Report detailing new registrations and contributions since March, noting that there were a number of anomalies, including multiple contributions by several individuals and several individuals listed under slightly different names.

**Next steps:**

- Ven Suresh will clean up the list so that it is completely alphabetized.

- George will contact those who are listed as having contributed multiple times in 2015 to ascertain whether the additional contributions should be treated as a donation or credited toward next year's contribution. Once the list is cleaned up, it will be posted on the website.

### 3. Election of new Board Members

Ven reported that 79 members have already voted for the slate of new Board members. Frank and Nancy will work with Ven to make sure a reminder goes out in October to maximize the number of members who vote on line. In addition, the upcoming email notice on the AGM with the link to register will also have a link to voting. Anne Dammerall will manage the in-person voting at the AGM. She will work with Ven to create a list of eligible voters (now more than 200) that is annotated to show those who have not yet voted.

### 4. 2015 Annual General Meeting (AGM)

Nancy reported that the AGM agenda is in good shape, and the only uncertainty is the participation of Hill staffers (Reiser and Munson) in the final plenary panel which focuses on a presentation by CGD on their plan for the future of US foreign assistance. It was suggested that if the Hill staffers are unable to attend, there will be more opportunity for members themselves to respond and to discuss the proposals – not a bad outcome.

Nancy indicated that she would need 5 volunteers to take notes at the AGM plenary sessions. Ann Van Dusen, Carol Peasley, Nancy Pielemeioer and Marilyn Schmidt all volunteered, and Nancy indicated that Alex Shakow, Bobbie Van Haefton and David Garms have also volunteered. Nancy will make the final assignments.

Nancy investigated two possible sites for the post-AGM happy hour and selected **Soi 38** (2101 L Street NW). She has reserved a table for 10, and has told the owners that as many as 20 may show up after the meetings.

Other items:

- Although the sign up sheets for committees did not result in many new committee members, it was agreed once again to have sign up sheets at the AGM.

- Furniture will need to be moved ahead of the meeting. Nancy will advise after she checks with CGD regarding their preferred timing for Executive Committee members to arrive on October 22<sup>nd</sup> to help prepare the space at 2055 L Street, Suite 200, for the AGM
- David Cohen will follow up with CGD's A/V gurus to finalize plans for A/V support
- Barbara Carter-Garms has indicated interest in taking photos for the AGM; as a secondary resource, Carol will also take pictures, as she did in 2014
- In addition to the agenda and the sign up sheets, remaining copies of *50 Years in USAID* (currently held by Nancy and Alex) will be available.
- Jim Michel will send out the revised strategic plan (see below) by email ahead of time.
- Two individuals have been selected for the Alumni Award. Both are in the Washington area and have indicated that they will attend.
- The Board supported Carol's proposal of setting up a flip chart with the heading "VIEW OF....". Attendees will list memorable views from their offices of past postings.

##### **5. Strategic Plan Status Report to the Membership:**

The multi-year UAA Strategic Plan is updated every year in January. Every year, the Plan is reviewed by the EXCOM in August and September in order to present to members in advance of the AGM a status report on implementation activities during the current year and preliminary ideas for the coming three years. The structure of the Strategic Plan is to align the UAA's five goals with the five EXCOM standing committees. The EXCOM reviewed the draft report to members and provided additional comments; Jim Michel will produce a final report before the end of September.

##### **6. Operating Committee Reports**

###### **Membership:**

Anne Dammarell proposed including profiles of incoming board members as well as of the two alumni awardees in upcoming newsletters.

**WINTERFEST** will be an annual event. Dave Eckerson has offered to host the event in 2016.

### **Development Issues:**

- The DI Committee is continuing its discussion with USAID around the theme of “learning from failures.” Jim Fox is leading preparation of a document to be shared with USAID. USAID (Susan Reichle) remains interested. Steve Radelet has agreed to speak at DACOR in December, probably focusing on the work in his new book, The Great Surge. Lester Brown will speak on October 9 on “The Great Transition: Shifting from Fossil Fuels to Solar and Wind Energy”. There was general agreement that the turn-out for Emmy Simmons talk on “Transforming Food and Ag Policy” was excellent, her talk was excellent, and this is an excellent time for DDD sessions.

Jim Fox and Jim Michel urged UAA members to identify themselves as UAA members when they attend USAID-sponsored events.

### **Public Outreach:**

Ann Van Dusen reported that in July, 22 UAA members participated in an on-line training program sponsored by USAID/LPA to familiarize potential public speakers not only with USAID’s new strategic thrust but also the wealth of on-line material available to speakers. John Champagne has taken the lead in outreach to LPA and in reviving the Speaker’s Bureau, and he is hopeful that the relationship will continue to grow. Ann Van Dusen reminded everyone that in any public speaking that would occur as a result of these efforts, the individual is speaking in his/her own capacity and does not represent the UAA. It is very important that USAID understands this as well.

### **USAID Strengthening:**

The USAID Strengthening team held a meeting with 5 of the 6 bureau coordinators for the mentoring program. The Africa Bureau has now named a coordinator. A number of program veterans spoke about the value of the program to themselves and to USAID. The committee is planning to move ahead with the fifth cohort of mentor-mentees in mid November.

## **5. Other Business**

**Website:** David C. indicated that the website software was updated on September 16.

**History of USAID:** Carol reported that Susan Reichle met with Ruth Levine (Hewlett Foundation) to express USAID's interest in the UAA history project. Alex has also sent a revised proposal to Hewlett Foundation, so we remain hopeful. Carol commented that it would be helpful to have a Management Committee of the Board focused on the History project going forward. Her motion to establish such a committee was approved, and Board also named Alex Shakow as chair. Alex will be asked to recommend members for this new committee. Nancy Pielemeier volunteered to be Board liaison to it.

**Next meeting:** The next meeting of the EXCOM will take place at TetraTech on Thursday, October 15 from 10:30 am to 12:30 pm.

Drafted by AVD 9/21, rev 9/30

**ATTACHMENT A****Financial Report of the UAA as of July 31, 2015**

❖ Balance as of end June 2015:		\$ 14,509.88
• Member contributions received in July		\$ 1,170.00
• Disbursements for the month:		\$ 1,183.77
○ Web site	\$ 256.50	
○ Miscellaneous	\$ 49.32	
○ DACOR bill for local taxes on 2014 Spring Reception	\$ 382.95	
○ Admin. Asst.	\$ 495.00	
❖ End July balance:		\$14,496.11

Note: UAA savings account balance: \$10,272.26

## ATTACHMENT B

8/19/15 Update

### **USAID Alumni Association 2015 Annual General Meeting (10/23/15) Information for Program Participants**

The theme of the 2015 meeting is “Building a New Consensus for Development and the Role of Foreign Assistance.”

#### **Objectives of the program:**

- To review past interaction between USAID/the Executive Branch and the Congress which led to creation of key development initiatives or legislation, to relate these experiences to current development priorities, and to encourage increased collaboration on initiatives in the future in pursuit of greater development effectiveness;
- To encourage further discussion and debate on the important elements of the next Administration’s foreign assistance program;
- To promote post-AGM participation of UAA members and other attendees in informing the platforms of candidates in the 2016 political campaign.

#### **Program structure (see attached agenda):**

After registration and coffee (8:15-9:15), the co-chairs will welcome participants, provide a brief report on the state of UAA, and introduce the program (9:15-9:30).

The first session (9:30-10:45, of which at least 30 minutes will be reserved for discussion/Q&A) will feature a plenary panel entitled “Bridging the Congressional-Executive Chasm: A Conversation with Three Congressional Leaders.” George Ingram (Senior Fellow, Brookings Institution and formerly senior staff on the House Foreign Affairs Committee and Deputy Assistant Administrator at USAID) will lead the session, which will feature three former Congressmen - Matt McHugh, Jim Kolbe and Howard Berman - who held leadership roles on foreign assistance issues over the past four decades. George will introduce the discussion and draw out examples and stories from the Congressmen about how initiatives were shaped, focusing on lessons learned from positive (and not so positive!) interaction between the Hill and the Administration.

After a coffee break (10:45-11:15), the second session (11:15-12:45) will feature two concurrent panels discussing lessons learned on collaboration between USAID and Congress. Each panel will run for 90 minutes, with 40-45 minutes for presentation, and 45-50 minutes for discussion. Moderators will speak for no more

than 10 minutes, followed by no more than 10 minute presentations by panel members, followed by discussion among the panelists and with the audience.

Panel A will focus on the creation of new legislation with a poverty focus. Alex Shakow (Assistant Administrator for Policy, 1977-81) will moderate the session and introduce the discussion, focusing on the importance of developing collaborative relationships between USAID and the Hill. Panelists will include Jack Sullivan (former senior staffer, House International Relations Committee and AID Assistant Administrator for Asia 1977-81) who will describe the development of the New Directions legislation in the early 1970s; Terry Peel (former Senior Subcommittee Staff Director of the House Committee on Appropriations) who will focus on the creation of the Development Fund for Africa); and Chris Holmes (Deputy Assistant Administrator in USAID's Bureau for Economic Growth, Education and Environment and the Agency's first Global Water Coordinator) who will describe the five year effort which culminated in the passage of the Water for the World Act in 2014.

Panel B will focus on dealing with disasters. Diana Ohlbaum, (current position and past Hill and Agency positions) will moderate and will give an overview of the legislative history and role of USAID-Hill relationships. Panelists will include Andrew Natsios, (former head of OFDA and former USAID Administrator) who will discuss the evolution of OFDA from a focus on disaster assistance to dealing with complex emergencies; Bill Garvelink (former Deputy AA for Bureau of Democracy, Conflict and Humanitarian Assistance and former Deputy Coordinator for Development for the Presidential Feed the Future initiative) who will how OFDA's mitigation and prevention role facilitates the Feed the Future initiative; and Jeremy Konyndyk (Director, Office of US Foreign Disaster Assistance) who will discuss OFDA's and the agency response to the recent Ebola outbreak.

The concluding panel will take place after lunch (12:45-2:00) and remarks by the USAID Administrator (2:00-2:30), from 2:30 to 4:00, with 20-30 minutes reserved for discussion/Q&A). This panel will focus on issues and objectives that should shape the USAID of the next administration. Nancy Birdsall, President of CGD, will introduce the session, with CGD fellows Ben Leo and Casey Dunning participating together with Hill staffers (Les Munson and Tim Rieser, invited).

**Audience:**

The audience will include UAA members and current USAID, Hill, and CGD staff. The total room capacity is 150, and we expect a full crowd for the introductory and concluding plenary panels. The conference room will be divided into 2 sections for the concurrent panels, with approximately 75 attending each of the breakout panels.

**Logistics:**



The meeting will be held at the offices of the Center for Global Development at 2055 L St., NW, Washington, DC; 5<sup>th</sup> floor. The program will run from 8:15 to 4:00. Breakfast, coffee and lunch will be provided. The agenda follows.

## **8/19/15 revised draft agenda for UAA AGM**

### **Building a New Consensus for Development and the Role of Foreign Assistance October 23, 2015**

Center for Global Development

- 8:15-9:15 Registration/Coffee/Mingling
- 9:15-9:30 Welcome and brief update – Co-Chairs
- 9:30-10:45 Plenary panel: “Bridging the Congressional-Executive Chasm: A conversation with Three Congressional Leaders.” – George Ingram, Chair, with former Congressmen Matt McHugh, Jim Kolbe, and Howard Berman
- 10:45-11:15 Coffee Break
- 11:15-12:45 2 concurrent panels to discuss lessons learned on collaboration between USAID and Congress
- A. Creation of new legislation with a poverty focus – Alex Shakow, moderator, with Jack Sullivan (New Directions legislation), Chris Holmes (Global Water Initiative), Terry Peel (DFA legislation)
  - B. Dealing with disaster – Diana Ohlbaum, moderator, with Andrew Natsios (evolution of OFDA from a focus on disaster assistance to dealing with complex emergencies), Bill Garvelink (how OFGD’s mitigation and prevention role facilitates the Feed the Future initiative), and Jeremy Konyndyk, (OFDA and agency response to Ebola)
- 12:45-2:00 Lunch
- 2:00-2:30 Remarks by A/AID
- 2:30-4:00 Plenary panel - Issues and objectives that should shape the USAID of the next administration – Introduction by Nancy Birdsall, President of CGD, with CGD fellows Ben Leo and Casey Dunning participating together with Hill staffers (Les Munson and Tim Rieser, invited).
- 4:00 Adjourn to optional happy hour at nearby location