

**MINUTES**  
of the  
**UAA EXECUTIVE COMMITTEE MEETING**  
Thursday, April 20, 2017  
10:30 AM — 12:30 PM

The Executive Committee (the "Committee") of the USAID Alumni Association (the "UAA") met on Thursday, April 20, 2017, at the offices of Tetra Tech Inc., 1320 North Courthouse Road, Suite 600, Arlington, Virginia 22201.

The following UAA directors, committee co-chairs and staff members were present:

**BOARD MEMBERS:**

In person:

Tish Butler  
Juan Buttari  
George Hill  
Franklin Moore  
Carol Peasley

By video link:

John Heard  
Barbara Seligman

**COMMITTEE CO-CHAIRS:**

In person:

David Cohen  
Jim Fox  
Jose Garzon  
Alex Shakow  
Rob Sonenthal  
Nancy Tumavick  
Jerry Wood

Absent:

Bill Anderson  
Carol Dabbs  
John Champagne  
Steve Giddings  
Nancy Pielemeier

**ADMINISTRATIVE STAFF:**

By video link:

Ven Suresh (joined in progress)

**MEETING CHAIR:**

Juan Buttari

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Juan Buttari called the meeting to order at 10:30 a.m., and noted the presence of a quorum.

**1. MINUTES.**

In the draft minutes for the ExCom meeting of March 16, 2017, Paragraph 4.B, "Membership," the first bullet should be revised to read as follows:

"Nancy Tumavick asked whether the minutes of Board committees should be made available on-line. Most committees keep minutes, and share those minutes with the ExCom; but additional effort would be required to make the minutes suitable for posting. After discussion, the Committee reaffirmed its current policy — that is, each committee would decide for itself whether or not to post its minutes on the UAA website.

A motion to approve the minutes of the March 16, 2017 meeting, with the revision noted above, was duly seconded, and adopted without objection.

**2. FINANCE AND MEMBERSHIP REPORTS.**

- A. George Hill called the Committee's attention to the UAA Financial Report as of March 31, 2017 (Attachment A).
- B. Nancy Tumavick reported on membership developments during the month of March 2017. The UAA received eight (8) membership contributions by check, and approximately 50 membership contributions by click-and-pledge, for total contributions of \$4,550.00. However, the click-and-pledge contributions have not been received, so the Membership and Contributions Report as of March 31, 2017 has not yet been completed.

**3. BOARD OFFICERS AND COMMITTEE CO-CHAIRS: ISSUE UPDATES.**

**A. Annual General Meeting ("AGM")**

Barbara Seligman reported on preparations for the 2017 Annual General Meeting, including the venue selection, theme and format.

- On March 13, the AGM Committee met with John Sanbrailo, Executive Director of the Pan American Development Foundation, to discuss options for a proposed AGM panel on commercial partnerships, and possible participants.
- The AGM Committee also met with M. Peter McPherson, former USAID Administrator, to discuss a proposed AGM panels on university partnerships —

one panel covering university partnerships through 1980, and a second panel to consider why university partnerships declined after 1980, and prospects for the future.

- The focus of the afternoon panel will depend on the morning panels, but might explore themes common to both commercial and university partnerships, and possibly include the USAID Administrator, an industry leader and a university leader.

Carol Peasley noted that, based on the concerns expressed in the evaluations submitted after the 2016 AGM, it would be useful to have a current USAID official on each of the panels, so that the panel discussions are not only historical, but also address what the agency is currently considering, or might consider.

Nancy Tumavick will re-send Carol Dabb's summary and analysis of the 2016 AGM evaluations.

[Ven Suresh joined the meeting via video link.]

#### **B. Meeting with USAID Leadership**

On March 30, Tish Butler, Carol Peasley, Juan Buttari, Nancy Pielemeier and Barbara Seligman met with retiring USAID Counselor Susan Reichle, her successor, Tom Staal, and Jim Bever, Acting Assistant Administrator for the USAID Bureau for Legislative and Public Affairs. The UAA representatives provided them with updates on the status of—

- the USAID History Project;
- the 2017 Annual General Meeting; and
- the UAA/USAID Mentoring Program.

#### **C. Membership Category for Former USAID Administrators**

The Committee considered whether to create a special membership class to cover former USAID Administrators, Deputy Administrators and other senior political appointees who do not qualify for UAA membership in an existing membership class. After discussion, the Committee decided that an additional membership class, or a change in the definition of the existing membership classes, was not necessary because the senior political appointees are eligible for membership under the current language.

In the future, however, it may be appropriate to consider an adjustment in the eligibility requirements — for example, allowing a case-by-case waiver of the 18-month minimum service requirement for regular membership.<sup>11</sup>

#### 4. OPERATING COMMITTEE REPORTS.

##### A. Finance and Administration.

[See Paragraph Part 2.A.]

##### B. Membership.

Nancy Tumavick reported on upcoming UAA special events, including—

- The Spring Reception scheduled for Sunday, May 21, is on track. A special e-mail reminder will be sent to the membership.
- Information on free subscriptions to PRISM, an e-publication of the National Defense University, was included in the April Newsletter.
- The committee continues to pursue recruitment opportunities such as: recently departed political appointees; attendees at the 2016 AGM who are not in the alumni directory and are not UAA members; and DACOR attendees. (Alex Shakow will review the DACOR list to identify attendees who signed up through the UAA, or will copy Nancy on the thank-you notes he sends to those attendees.

##### C. Development Issues.

Jim Fox reported on the activities of the Development Issues Committee:

- The next meeting of the committee will be on Thursday, May 18. Dan Runde of the CSIS Program on U.S. Leadership in Development has been invited to participate.
- The Economic Growth and Institutional Development book group will meet on Sunday, May 21, to discuss Thomas Friedman's latest book, Thank You for Being Late.

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<sup>11</sup> The UAA Bylaws, Article III, Section 1 ("Member Eligibility"), provides that "Membership in the USAID Alumni Association (UAA) is open to all individuals who were formerly employed by the United States Agency for International Development or its predecessor agencies (e.g., International Cooperation Administration) for not less than eighteen months and who left the Agency in good standing."

Alex Shakow reminded the Committee that the UAA/DACOR Development Dialogue with Ngozi Okonjo-Iweala, former Finance Minister and Foreign Minister of Nigeria, and Chair of GAVI, now a Distinguished Visiting Fellow at the Center for Global Development, moderated by Princeton Lyman, is scheduled for Monday, April 24.

Juan Buttari met with the Acting Executive Director of the Global Development Lab to continue discussing the possibility of UAA assistance. He received a follow-up letter from the GDL Office of Engagement and Communications proposing six ways that UAA could support the GDL. Tish Butler suggested that the Development Issues Committee review the letter at their next meeting and identify a limited set of tasks that might be appropriate for UAA support.

**D. History of USAID.**

Alex Shakow indicated that there were no new developments to report.

**E. Public Outreach**

Tish Butler reported on her efforts to rationalize the UAA's LinkedIn account. The principal question is: Who should be approved to join: all persons without discrimination, in which case the web page will serve as a venue for general interest in USAID, or UAA members only, in which case someone will have to serve as a "gatekeeper," and vet those who wish to join? David Cohen noted that the original purpose of hosting a UAA LinkedIn site was to identify the broadest possible pool of candidates for UAA membership, which argued for an open account..

The Board voted in favor of open criteria for the website, not requiring an eligibility based on time served in USAID.

Ven Suresh will include an item in the upcoming Newsletter seeking a volunteer curator for the UAA Linked-in account.

**F. USAID Strengthening.**

Jose Garzon and Jerry Wood reported on recent developments in the UAA/USAID Mentoring Program.

Cohort 6, including 28 mentors, 31 matches (3 mentors have taken on two mentees each), is the largest cohort of the program to this point. Thirty-four pairs are still active, along with active pairs from earlier cohorts. The program's recent success is due to quality matching, and early follow-up in the event of a problem.

**G. Awards.**

Nancy Tumavick reported that the e-mail soliciting nominations for the 2017 awards went out, although a bit later than anticipated. The committee has received only one response thus far. Frank Almaguer will contact Bette Cook with suggestions on how to publicize the awards more widely.

**H. Other Business.**

David Cohen informed the Committee that a hacker had recently invaded the Alumni Directory and changed the password. The password has been fixed, but David is concerned that the hacker may have gotten administrative access to the entire website, not only the Alumni Directory, and could use that access to cause harm to the Association. He asked that Committee members report any website irregularities.

**5. NEXT MEETING.**

The next meeting of the Executive Committee is scheduled for Thursday, May 18, 2017, from 10:30 a.m. to 12:30 p.m., at the offices of Tetra Tech Inc., 1320 North Courthouse Road, Suite 600, Arlington, Virginia 22201.

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The meeting was adjourned at 12:12 PM.

Respectfully submitted,



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Rob Sonenthal  
Assistant to the Secretary

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June 16, 2017  
Date

Attachments:

A UAA Financial Report as of March 31, 2017

**ATTACHMENT A**  
**UAA FINANCIAL REPORT**  
**AS OF MARCH 31, 2017**

• Balance as of end February 2017		\$ 16,765.91
• Member contributions received in March 2017		\$ 4,550.00
• Disbursements for the month:		\$ 186.65
○ Web site		
Constant Contact	\$ 65.00	
○ Bank charges	\$ 121.65	
• End March balance:		\$ 21,129.26
<b>NOTE: UAA savings account balance</b>		<b>\$ 15,290.29</b>