



AIANEA National Council Teleconference Minutes

Monday, November 2, 2015

12:00 pm Pacific, 1:00 pm Mountain, 2:00 pm Central, 3:00 pm Eastern

Respect, Harmony and Beauty

Council Members & Guests Attending:

President

Steve Durgin, Washington DC

1st President

Athena Pratt, New Mexico

2nd President

Dr. Carol Crouch, Oklahoma

Secretary

Melissa Sturdivant, Texas

Treasurer

Bill Parrish, Pennsylvania

Northern Plains Regional Representative

Cameron Clark, Wyoming

Midwest Regional Representative

Debe Walchuk, Minnesota

West Regional Representative

Susan Looper, Nevada

Guests Attending:

None

Past Presidents Attending:

Millie Titla, Arizona

Gina Kerzman, Washington

Meeting Minutes:

- a. The meeting was called to order at 2:05 pm (Central) by Steve Durgin.
- b. Steve took roll call of those attending the meeting. A quorum was achieved and the business before the National Council was completed.
- c. Review of action items from past meetings or those currently on the Registry.
Facilitator – *Melissa Sturdivant*
 1. **ACTION ITEM:** Steve will get in touch with Sharyn Alvarez regarding sending out a National Bulletin about the professional employee's associations, like the AIANEA, informing people how to join and the benefit of joining an employee's associations. *7/6 Update: Steve reported that he is still working on this, and he is waiting until Sharyn is done working with the upcoming WiN and APIO conference planned for early August. 9/1 Update: Steve said that once he returns to DC, he will get in touch with Sharyn. 10/5 Update: No report provided on this item. 11/2 Update: No report provided on this item.*
 2. **ACTION ITEM:** Deb Walchuk and Melissa will work on a publication that describes who in the Association is eligible to serve, and the roles and responsibilities of the RTCAC position so members know what is expected. They will get in touch with Susan Looper since she just attended a meeting and glean insight from her regarding the experience. *9/1 Update: Melissa and Deb reported that they had initiated the process and have drafted a document. It is still being developed. 10/5 Update: No report provided on this item. 11/2 Update: See discussions below as part of the President's Update section. The decision was made and agreed to close out this from the action item registry and organize an Ad Hoc committee to address the need for the creation of the guidelines in the future when the RTCACs are up and going and as we have input from committee members.*

- d. Review and approval of minutes for the National Council meetings conducted on October 5, 2015. Melissa summarized and provided a report of what took place during the meeting.

Facilitator – *Melissa Sturdivant*

Motion to approve the minutes for the National Council meeting conducted on October 5, 2015 as presented.

Motion to approve: Dr. Carol Crouch

2nd motion: Athena Pratt

Being no corrections or changes noted, all voted in favor and with no votes opposed, the minutes were approved.

- e. Treasurer's Report.

Facilitator – *Bill Parrish*

1. Bill reported the following account balances:

\$ 41,879.21 in Wells Fargo checking

\$ 129,186.83 in Frost Bank investment accounts

2. Steve asked Bill if the money for Harold's scholarship is included in the Wells Fargo account balance. Following discussions and clarification from Bill, it was agreed that this account balance includes the money donated from Judy Bryant. The account set-up for the new scholarship fund has not been completely set up yet but is in progress.

Motion to approve the financial report as presented.

Motion to approve: Susan Looper

2nd motion: Dr. Carol Crouch

Being no corrections or changes noted, all voted in favor and with no votes opposed, the treasurer's report was accepted and recorded.

- f. President's Update.

Facilitator – *Steve Durgin*

1. *RTCAC Update.* Steve reported that we are still waiting on word from NHQ regarding the appointments to the respective RTCACs.

Steve recapped the activity to date in which he had received two applications from the East, and David Elliott was selected as the Primary and Cassius Spears selected to serve as the Alternate. Steve reported that he had received applications for the Central RTCAC, and Melissa Sturdivant was selected to serve as the Primary and Carol Crouch to serve as the Alternate position for the region. Steve commented that others had indicated their interest but could not get their supervisor's approval, which was needed.

2. Steve commented that he had talked with Melissa, and Melissa was proposing to table the action item currently in the Registry (**ACTION ITEM:** Deb Walchuk and Melissa will work on a publication that describes who in the Association is eligible to serve, and the roles and responsibilities of the RTCAC position so members know what is expected. They will get in touch with Susan Looper since she just attended a meeting and glean insight from her regarding the experience. **9/1 Update:** *Melissa and Deb reported that they had initiated the process and have drafted a document. It is still being developed.* **10/1 Update:** *No report provided on this item.*). Steve indicated that Melissa felt the item should be tabled for right now pending the start-up of each of the RTCACs. Melissa added that with the RTCACs being re-designed and re-invigorated, she felt that Debe and she could not effectively design any guidelines until the committees were actually up and going and we knew what was needed and required of AIANEA members serving in this role. Steve and Melissa added that once we can get some meetings done and know better what all is involved, we'll be better able to define and establish some guidelines which may be incorporated as part of our Bylaws. Melissa added that she did not want to leave this item on the Registry as an open item because it looks like it will be months before this action item is actually completed. Several members agreed.

Athena asked about the issue of AIANEA members serving on the RTCACs on government time and if this is being addressed. She added that if we are not representing NRCS, then the AIANEA members cannot be on the clock when serving on the RTCACs. Susan commented that this is not the case as her state has authorized her to work in this capacity and has budgeted the travel funds for her to attend RTCAC meetings, as needed. Susan further elaborated that members of the AIANEA actually do represent the NRCS as they are representatives from the NRCS employee's association. Athena is seeking clarification and stated that the employee's associations are separate from NRCS and they must be segregated. Carol added that some items are removed and done separately such as the financial business of the Association. Carol elaborated that if this is the case and if the Association chooses to stand alone, then if we are not part of NRCS, then our efforts to work in Indian Country cannot be part of our jobs.

Several commented that the Agency has formed the RTCAC to respond and fulfill its Trust Responsibilities with Tribes. The Association is a collective body of our employees who serve that capacity and help to fulfill that responsibility – we are the arm of the Agency that gets this done, and the RTCACs are a means for Tribes to

have representation and a voice. All agreed that we have to have representation as part of this initiative.

Susan asked Athena what source she is referring to that identifies a conflict and is the basis for her concerns.. Athena cited a Departmental Regulation that establishes the authority for the creation of the employee's associations. Athena will forward it to Melissa and have her forward it to the Council.

Carol commented that our employees are an arm of the Agency that allow us to provide services in Indian Country. Susan added that her duties as AIANEA's representative to the RTCAC and her role as the AIANEA West Regional Representative are directly tied to her job performance and are identified as 'mission critical' and are directly tied to the Agency's goals. Discussions continued. Athena feels that we need to reach out to the ethics division for clarification and not guess as to what are the correct procedures. Carol and Steve commented that we have been through this before, but we will get clarification regarding what can be done by AIANEA members on government time. Carol believes she may have some historical records that may provide insight, and she will reach out to Tanya and Pooh. Millie commented later that a lot of this is determined by the concurrence and approval from the immediate supervisor and/or state conservationist. In her situation, Millie stated that she had her supervisor's approval to participate in AIANEA business while on duty.

Athena felt that she did not believe this to be a major obstacle, but it may require us to rethink how we conduct teleconferences and other business such as how we pay for travel. We may have to make some changes to make sure we are within the guidelines as an employee's association.

Steve commented that he felt that the RTCAC involvement will probably not be in question as NRCS has several people who are members on the respective RTCACs. The RCs were soliciting involvement from our employee's association and that is how we became involved with this initiative. Steve added that the RCs may not choose who we recommend, but we tried to make sure we are included in the loop and selection process as the position is for an AIANEA member. Just as our AIANEA Elders are also involved, the AIANEA Elders Committee selects the Elder and Alternate who will serve for the respective terms.

Melissa asked that we disposition the item on the Registry. Steve suggested that we form an Ad Hoc Committee to address the RTCAC business. This committee can develop guidelines and determine how we can be more effective in interacting with the RTCAC. Steve added that Melissa had originally intended that we develop some basic guidelines for our members so they know what is expected when serving on a RTCAC such as attending teleconferences and potentially, a face-to-face meeting. More importantly, Steve added that we need our members to be a voice for the Association and provide feedback to the National Council and keep the Council informed as to RTCAC work and this is what was missing. Melissa added that it was originally intended to be an internal document for our association members much like a job description and that members serving in this role knew that reports and dialogue with the National Council was needed. Carol added that our representatives need to have some guidelines. She commented about how frustrated some of the Tribal members were the past few years because nothing was getting done, and there was no follow-up from the RTCAC itself. Nothing was getting accomplished from year to year. Carol thinks that our Association members will be able to help bring these RTCACs together. Steve felt that this is why the AIANEA was included as part of the RTCAC as the Agency is expecting our members to be the glue that holds these groups together.

Gina Kerzman joined the teleconference.

Carol and Steve commented that we can be a conduit for the RCs to help get the information to them so they are aware of current efforts – in Indian Country, and with tribes, etc., so we have a more comprehensive picture of services. We have a unique perspective in that we see things from several perspectives. Melissa suggested that we close out this action item as of today and state that an Ad Hoc Committee will be formed to address the RTCAC business. More discussions followed. Debe asked about the time frame for notifications and she referred to the National Bulletin that stated those individuals selected would be notified but that no one has received notification. She asked if Barry Hamilton is the POC for the RTCAC. Debe commented that she thinks Barry is on a detail and things may be on hold until he returns, and this may be why some notifications have not been forthcoming.

Gina commented that when she was president, they developed some basic guidelines for the RTCAC. Gina discussed the application that was developed. Melissa added that this is what she and Debe had started with in developing more guidelines. She commented that basically the only thing that has been added is that the representative would follow-up and report back to the National Council and provide a report of what is occurring with the respective RTCACs.

Motion to close out the Registry action item dated 8/3/2015 that was intended to work on a publication that describes who in the Association is eligible to serve on a RTCAC and roles and responsibilities of those Association members serving so they know what is expected, and to form an Ad Hoc Committee to work on this.

Motion to approve: Susan Looper

2nd motion: Dr. Carol Crouch

Being no further discussions, all voted in favor and with no votes opposed, the item is closed-out as an action item on the Registry.

ACTION ITEM: Athena will forward a copy of the Departmental Regulation and have Melissa forward this to the Council.

ACTION ITEM: Carol will get in touch with Gina regarding ethics and Association members serving in leadership roles.

3. Webpage. Steve reported that he had discovered recently that with the website, we have a .com and a .org domain name/address for the Association. One of these is paid for through 2017, but the other needs a payment because the credit card used for the auto payment has expired. Steve indicated that this was a card held by Harold Bryant. Steve went on to report that since the Association does not have a credit card that someone would need to make this payment and then be reimbursed. The cost is approximately \$80 to renew the .com domain name.

Discussions followed. Steve recommended that we go ahead and renew this site for another year pending the outcomes developed by the Communications Committee as it is developing a plan, and we'll know better how we want to proceed and if we want to stay with this service provider. Gina suggested that we continue with the website. Melissa indicated that with this being part of the day-to-day business operations, no vote was necessary.

g. National AIAN Special Emphasis Program Manager (SEPM) Report.
Facilitator – *Deborah Clairmont*

Deborah was not on the conference call. Steve asked if anyone else had any information of SEPM business.

Melissa Sturdivant (TX AIAN SEPM) reported that SEPMs are busy right now preparing for American Indian-Alaska Native Heritage Month which kicks-off now with this being the beginning of November.

Melissa also reported that the new 2015 USDA AIAN Heritage Month poster is available for download (Figure 1, right). The outreach banners are also available from the LandCare Distribution Center and can be checked out for use (Figure 2, below right).

Carol reported that she and Cody Parker, OK AIAN SEPM, worked to distribute 4,700 posters to tribes and conservation districts throughout Indian Country in Oklahoma during the past couple of weeks.

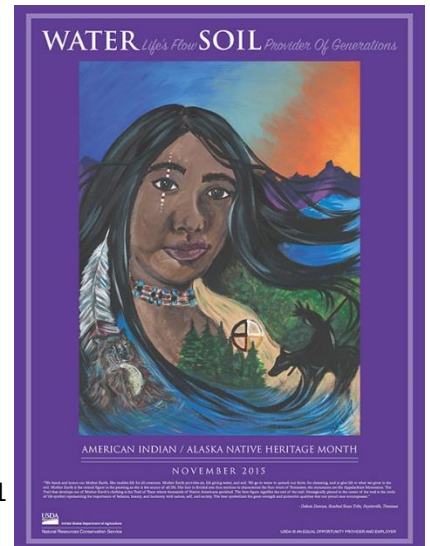


Fig. 1



Fig. 2

h. Regional Representatives' Reports
Facilitators – *Steve Durgin & Regional Representatives*

1. Midwest Region, *Debe Walchuk*

Debe indicated that she had no information from others in her region. Debe indicated that the third Annual Food Sovereignty Summit was held Oct 26-29 in Green Bay. She was not able to attend the summit, but reported that it was sponsored by FNDI, Oneida Nation and W K Kellogg Foundation. NRCS Wisconsin attended and had an outreach booth at the event.

2. West Region, *Susan Looper*

Susan reported that as a result of her work with the scholarship committee, she was fortunate to reach out to some groups and “introduce” herself. She really had not had a good opportunity to do this yet – to the wider audience in the West Region. So, announcing the AIANEA scholarships was a great time to send out information about herself, her position, the Association and the scholarship opportunity. This also was an opportunity to open lines of communication with tribes and tribal colleges in her region. She really made a good contact with the Shoshone Bannock Tribe and they are interested in the AIAN STEM efforts. So, to help facilitate this, she was in touch with Angela Peter, Executive Director, Alaska Tribal Conservation Alliance Chair, in Anchorage, AK and Charles Parker who is President & CEO of Alaska Village Initiatives, Anchorage. Susan reported that she had met Angela and Charles when she attended the RTCAC meeting in Alaska. She is trying to facilitate a cooperative effort to develop AIAN STEM initiatives that might be beneficial for the Shoshone Bannock Tribe.

Susan reported that she assisted with the review of scholarships by serving on the AIANEA Scholarship Committee.

3. Northern Plains Region, *Cameron Clark*
Nothing to report for this time period.

4. Northeast Region, *Cassius Spears*
Cassius was not on the teleconference.

5. Southeast Region, *David Elliott*
David was not present at the meeting.

6. South Central Region, *Patra Ghergich*
Patra was not present at the meeting.

i. National Tribal Liaison Officer Report

Facilitator – *Barry Hamilton*

Barry was not present at the meeting.

j. Committee Reports

Facilitator – *Steve Durgin & Committee Chairs/Representatives*

The following committee reports were provided:

1. Elders’ Committee, *Gina Kerzman*

- a) Gina reported that the WEWAI training Elder DVD project is making great progress. The Elder interviews are now transcribed and portions have been chosen for the DVD. A draft script has been written and is receiving comments and revisions now from other WEWAI cadre members. Roylene Rides at the Door will be the narrator. Bob Stobaugh will record her narration. He will then connect the video he has with the audio and the DVD will be complete prior to the 2016 WEWAI sessions.

One item that was not videoed was a smudging ceremony. So, recently, they got this done while the WEWAI cadre met in Fort Worth.

- b) Gina asked Melissa to talk about the “Elders in the 21st Century” book. Melissa reported that progress is being made on the book. Although she does not have a complete report as she is working on the publishing end of things, Melissa reported that the interviewers are working hard to interview the Elders and write the first drafts based on the interview, plus gather photos. Most of the work being done is at the interviewer and Elder level although a few drafts may be in the first-level reviewer stage. There are a couple of interviews that still need to be completed but those will be worked on soon. Melissa indicated that the publisher and format for the book has been chosen and that we are going with the same publisher that we used for the AIANEA Cookbook.

2. Awards Committee, *Millie Titla*

Millie asked about the status of awards for this year and if the committee should proceed. If so, she requested that they be allowed to develop a budget. Steve indicated that even though we don’t have a conference this year, we have had a lot of activity and projects being developed. He suggested that as we reflect on this, we should go ahead and continue with the awards program. Steve asked about our budget and Millie reported that we usually have a budget of \$25 per award and we usually have about 9 categories that can be awarded. Steve asked about the timeline and Millie said she would plan to meet with the Awards Committee and then present this to the National Council next month.

Athena asked if there is a category for an award to a non-AIANEA member—someone who has contributed significantly to our goals. Millie indicated that there is a category that allows for recognition of a non-member or non-NRCS employee.

Motion to have the Awards Committee proceed with the awards program for 2015 and develop a budget and recommendations to present to the National Council at the next teleconference.

Motion to approve: Dr. Carol Crouch

2nd motion: Athena Pratt

Being no further discussions, all voted in favor and with no votes opposed, authorize the Awards Committee to work on nominations and a budget and bring this before the National Council.

3. Bylaws & Constitution Committee, *Athena Pratt & Dr. Carol Crouch*

Athena indicated that there are a lot of things that need to be looked at and we need to schedule a meeting. Carol will schedule a meeting.

4. Cookbook Committee, *Melissa Sturdivant*

Melissa indicated that the AIANEA Cookbook is still selling, and that we have had our first official deposit of royalties from the publisher. She indicated that she worked to set up payment accounts from the publisher to Paypal and then have this direct-deposited to our checking account. Melissa reported that the system worked.

Melissa reported that the packages for the cookbooks being gifted to the Elders are being prepared to ship as she has received the letter from Tanya and Steve to include. She hopes to get these shipped in the next few weeks.

Melissa asked about the "Ad Hoc" nature of this committee and if we need to continue. Discussions followed. Steve suggested that we keep it until the end of the year and then let the next Council decide the disposition, but he added that it has helped to keep a placeholder of sorts on the agenda so we can get updates.

5. Database Committee, *Cameron Clark*

Cameron and Steve reported on their progress to update member listings, and their efforts to bring this together as an Access database. They will get together.

6. Communications Committee, *Gina Kerzman*

Gina reported that the committee met in September. She indicated that they discussed what it is we want to communicate to our customers and what is needed to communicate that we are the first line between the Agency and Indian Country. She indicated that the committee is developing a business plan and identifying goals to help define the plan – We serve as cultural advisors. We can serve as an outlet for training and as a resource for training of the SEPMS in our Agency, especially the new ones.

The committee discussed ways that we can further develop tools such as the webpage, the newsletter and social media. They believe there is value in having our own newsletter and are looking to continue to develop this. Gina mentioned the need to further develop training opportunities like the DVD being published for the WEWAI training. Gina mentioned that they are trying to devise ways to include our AIANEA Regional Representatives and the National Council. Gina suggested that we might be able to further our outreach and provide trainings to the RTCACs as well.

Gina asked about the work underway with the database and how this might help with part of the communications outreach with our members and all those supporting services in Indian Country. Cameron provided some background information on what is being developed with the database project.

Gina reported they are continuing to brainstorm, plan to assign action items in the near future to develop a communications plan and will bring this before the National Council.

7. Scholarship Committee, *Dr. Carol Crouch*

Carol extended her appreciation to those serving on the scholarship committee and their work to review 19 applications: Noller Herbert, Felix Nez, David Elliott, Susan Looper and Melissa Sturdivant. Carol indicated that this is the highest number of applications received, and that the way the awards fell, there was a scholarship recipient in each of the regions – the East, Central and West Regions. She felt that this is indicative that the information is getting out across the nation and the program is growing. The three scholarship recipients that were selected were:

1. Marc Emerson
2. Morgan Hunter
3. Lucas Thoennas

Carol indicated that she has prepared the award letters and would like for Steve to sign those. Once signed, then these can be forwarded to Pam so that she can include the check with each of the letters that is mailed to the respective recipient. She would like to go ahead and include a copy of the AIANEA brochure and a complimentary one-year membership to the Association as done so in past years.

Carol reported that the committee is also working to re-vamp the application form.

Carol asked about the potential for funding more scholarships or scholarships in larger amounts, and that the National Council consider moving some monies from the investment accounts to other accounts to facilitate payment of an increased dollar amount for scholarships or more scholarships in the future. She would like to see us making a bigger impact with students, especially considering that we have adequate funds to allow for this and that we have usually just paid the scholarships from the interest that is earned each year from the investment account. Steve asked that we consider input from Bill and Pam, and to see what our options are, and that we remember that we also have new monies coming in for the Harold Bryant Scholarship.

Susan asked about the accounts and the large balances carried in each. Bill commented that the Frost account has several ledgered sub-accounts that include one for Elder travel, scholarships, etc., and that each has a balance. The interest earned is redeposited to the whole account, and this is from where the college scholarships are paid (e.g., the interest earned for the whole investment account). Bill went on to explain that the Wells Fargo account is a checking account that takes care of the day-to-day business, and reported that this balance is a little high right now as we are awaiting the establishment of an account to keep the monies separate for the Harold Bryant Scholarship.

Carol asked if any of this is in a CD (Certificate of Deposit) and Bill was not sure. Carol commented that she would like to have the Scholarship Committee work on a plan and evaluate some options for payment of scholarships that can make a bigger impact for students – either pay scholarships at a higher amount or more of them. Athena commented that she would like to see us award a stipend for students to intern at a local field office rather than us spending more money on college scholarships. She felt that it might have a bigger impact by paying a stipend of \$3,000 for interning during the summer as an Earth Team volunteer by helping them get practical experience and a little bit of money with the stipend. Carol stressed that we can't lose focus on why this money was raised, and she really wants to look at how we are using this money and if we are using it as it was originally intended. Steve commented that we need some information from Pam so we can make some decisions and commented that both are worth considering.

Motion to proceed with the award of three \$500 scholarships to those recipients as presented.

Motion to approve: Susan Looper

2nd motion: Cameron Clark

Being no further discussions, all voted in favor and with no votes opposed, the scholarships were approved.

k. New business:

Steve commented that we need to proceed and get the election process underway. Carol and Steve will work together to get this started so we can get a call for nominations.

l. Review of Action Items from current meeting:

ACTION ITEM: Athena will forward a copy of the Departmental Regulation and have Melissa forward this to the Council.

ACTION ITEM: Carol and Gina will forward information regarding ethics and Association members serving in leadership roles.

Discussions followed. Steve reviewed this information for Gina. Gina provided some background information from when she was president. She mentioned that this becomes an issue when the member is in a position of influencing business for Tribes such as for someone serving in a SEPM position and also as a Tribal Liaison and influencing departmental policy and creating a situation of undue advantage for those receiving services.

Discussions followed. Steve added that we need this information on the webpage so we don't lose it over time.

m. Closing thoughts & comments.

1. Steve thanked everyone for attending, and for understanding and patience as the discussions were underway.
2. He asked for us to consider trainings and how this needs to look in the future, especially considering alternative platforms and methods for reaching out and training others.
3. Susan commented that we need to make sure that when people are asked to work on projects or committees that we need to ask first if they can make the commitment. She specifically commented that she signed up for committee work but never heard back about this, but then all of a sudden ended up having to respond to a deadline for committee work. She asked that we be cognizant of this when we "sign up" folks. Carol mentioned that as we close out the year, committee chairs should get in touch with their committee members and see if they are able to continue serving.
4. Adjourn – Being no further business, Steve adjourned the National Council meeting at 4:45 pm, Central.

2 attachments

A. 2015 Action Item Registry

B. National Council 11 2 15 Meeting Agenda

Minutes respectfully submitted by Melissa Sturdivant,
AIANE National Council Secretary. Please respond to
melissa.sturdivant@tx.usda.gov with comments or corrections.



2015 AIANEA National Council *ACTION ITEMS* Registry

Date: November 2, 2015

Respect, Harmony and Beauty

Date Initiated	Action Item Description	Person(s) Responsible	Disposition Date	Reference Document
ACTION ITEMS – PENDING				
11/2/2015	Athena will forward a copy of the Departmental Regulation and have Melissa forward this to the Council.	Athena Pratt		
11/2/2015	Carol and Gina will forward information regarding ethics and Association members serving in leadership roles.	C. Crouch & G. Kerzman		
5/15/2015	<i>Steve will get in touch with Sharyn Alvarez regarding sending out a National Bulletin about the professional employee's association.</i>	S. Durgin		



2015 AIANEA National Council *ACTION ITEMS* Registry

Respect, Harmony and Beauty

Date Initiated	Action Item Description	Person(s) Responsible	Disposition Date	Reference Document
ACTION ITEMS – COMPLETED				
8/3/2015	<i>Deb Walchuk and Melissa will work on a publication that describes who in the Association is eligible to serve, and the roles and responsibilities of the RTCAC position so members know what is expected. They will get in touch with Susan Looper since she just attended a meeting and glean insight from her regarding the experience. DISPOSITION: Motion to close out the Registry action item dated 8/3/2015 that was intended to work on a publication that describes who in the Association is eligible to serve on a RTCAC and roles and responsibilities of those Association members serving so they know what is expected, and to form an Ad Hoc Committee to work on this.</i>	Deb Walchuk & M. Sturdivant	11/2/2015	AIANEA Nat'l Council Minutes, November 2015
7/6/2015	<i>Steve will work with Tanya to draft a letter that will be included with the presentation of the AIANEA's cookbook to each of the Elders and/or their family members.</i>	S. Durgin & T. Meyer- Dideriksen	9/29/2015	Emails; letter (TMD, SD & MS)
9/1/2015	<i>Carol will get in touch with Patra to see if she is still interested in serving as the South Central Regional Rep position.</i>	Carol Crouch	10/5/2015	Emails (DCC, SD & MS)
8/3/2015	<i>Athena will contact regional representative about attendance at National Council meetings.</i>	Athena Pratt	8/4/2015	Emails dtd 8/4/15 (MCS/AP/SD)
7/6/2015	<i>Steve and Melissa will prepare a call for nominations for both the East and Central Region's RTCAC positions and distribute this to the Association membership so that this process can be initiated to select a Representative and an Alternate Representative to the RTCACs.</i>	S. Durgin & M. Sturdivant	8/21/2015	Emails dtd 8/14/15 & 8/21/15 from Y. Dulle to Association
7/6/2015	<i>Melissa will order 12 cookbooks to be presented to the Elders and/or their families. 8/3/15: Melissa reported that the books were ordered and she is waiting on the letter to enclosed and will then ship the books.</i>	M. Sturdivant	8/3/2015	AIANEA Nat'l Council Minutes, August 2015
7/6/2015	<i>Herb Webb will contact Barry Hamilton to determine if a news release was prepared to highlight the awards presented to Millie Titla and NRCS at the recent SAIGE Conference. 8/3 Update: Melissa reported that Herb did get in touch with Barry as she was copied on the email to Barry. However, she had not seen a specific news release regarding Millie's award. However, several Council members reported they had seen a notice about the NRCS award and the photo of Ron Harris being posted, but nothing on Millie's award. Melissa asked if SAIGE would send a news release. Deb offered to ask Herb about SAIGE sending a news release.</i>	H. Webb	8/3/2015	AIANEA Nat'l Council Minutes, August 2015

6/17/2015	Steve will send out an email for Council to vote on the matter of the Association reimbursing Melissa \$500.00 out-of-pocket travel expenses she paid to Elder Ted Herrera when he helped her conduct education outreach to AIAN youth. 7/6/15 Update: voted on during National Council meeting.	S. Durgin	7/6/2015	AIANEA Nat'l Council Minutes, July 2015
6/17/2015	Steve will be notifying all the State Conservationists and Regional Conservationist by email about who was currently on the Council, and who would be sending out emails and making other communications in their respective regions.	S. Durgin	7/6/2015	President's Report in Nat'l Council Minutes, July 2015
6/17/2015	Steve will work with Cassius to direct Maine Tribal member to Maine NRCS staff.	S. Durgin	7/6/2015	Emails dtd 7/6/2015, and President's Report in Nat'l Council Minutes, July 2015
6/17/2015	Susan will forward Steve the information regarding Deborah Clairmont and the Voluntary Leave Donation Program. Steve will send the information out to the Association for those who want to donate leave for Deborah's medical needs.	S. Looper	7/6/2015	AIANEA Nat'l Council Minutes July 2015
5/15/2015	Steve will send the information that Rick Chavez is working on to Melissa. Melissa will prepare an informational flyer and then send it to the membership to see if anyone is interested in participating in the project. 7/6/15 Update: Melissa created the flyer, and it was distributed to Council members; voted on during National Council meeting.	S. Durgin & M. Sturdivant	7/6/2015	AIANEA Nat'l Council Minutes July 2015
4/6/2015	Melissa will make sure the notice regarding Sarah Bridges is distributed. 5/15 update: <i>Melissa reported that this information was distributed by Yvette to the membership.</i>	M. Sturdivant & Y. Dulle	5/15/2015	Email dtd 4/10/2015 (YD)
4/6/2015	Melissa will forward to the National Council a copy of the latest Bylaws. 5/15 update: <i>Melissa reported that the Bylaws were forwarded to the members of the National Council.</i>	M. Sturdivant	5/15/2015	Email dtd 4/20/2015 (MS)
4/6/2015	Cameron will forward a member listing to each Regional Representative and the National Council. 5/15/ update: <i>Melissa reported that Cameron had reported that he done this. Deb reported that she is working with Cameron and is emailing members in her region. Steve added that there are several lists being developed to help develop the database; however, he reported that we are sensitive to personal information being distributed, and we have several lists in development. He added that eventually, we may have a more public list available to the Association. Deb asked if she should be sharing Association minutes with non-members, and Steve indicated that this was fine. But, he added that member listings should not be distributed at present.</i>	C. Clark	5/15/2015	AIANEA Nat'l Council Minutes, May 2015, Regional Rep Report (CC)
3/2/2015	Gina and Steve will meet to discuss the effort to build and further develop the Communications Committee. 5/15 update: <i>Steve reported that Gina, Steve, Yvette and Melissa met to discuss some planning for the membership committee and Gina has the lead for working on this.</i>	S. Durgin & G. Kerzman	5/15/2015	AIANEA Nat'l Council Minutes, May 2015
3/2/2015	Steve will visit with Carol about the Bylaws review process and review what is needed to be accomplished by the Committee. <i>Melissa reported that Steve had indicated that he is working to schedule a meeting with Carol. While in Oklahoma on his travel, he hopes to meet with Carol and review what needs to be done. Carol added that she hopes to meet with Steve tomorrow and get the committee work started. 5/15 update: Carol has the committee information and is beginning her work with this committee.</i>	S. Durgin & C. Crouch	5/15//2015	AIANEA Nat'l Council Minutes, May 2015

2/3/2015	Steve and Melissa will research the process to determine the course of action needed to fill the East Region RTCAC position upon the retirement of John McCoy later in the year (Oct 15). 3.2.15–Steve reported that the Bulletin provides the guidance for this process, and also that the same process which was just completed for filling of the West Region RTCAC position and Alternate will be conducted for those positions that are coming vacant this year. This item needs to be looked at to determine the status is the Central Region RTCAC representation and filling of the East Region position. 6.17.15 - Steve stated that David Elliot would be the interim Central Regional Representative, but that the East Region RTCAC position would be vacant soon too. Steve felt that the Association would have a better idea about filling these two positions over the next few months, and prepare to fill the positions in the fall. CARRIED FORWARD FROM 2014 REGISTRY	S. Durgin & M. Sturdivant	6/17/2015	AIANEA Nat'l Council Minutes, June 2015, Pres Report (SD)
1/20/2015	Steve and Melissa will work to get award notifications distributed to award recipients and supervisors. 2.3.15–Melissa reported that she gathered the contact information and addresses and forwarded this to Steve. 3.2.15–Steve reported that he is still working on this. 6.17.15 – Steve reported that this was completed and all personnel and their respective State Conservationists received their award notifications. CARRIED FORWARD FROM 2014 REGISTRY	S. Durgin & M. Sturdivant	6/17/2015	AIANEA Nat'l Council Minutes, June 2015, Pres Report (SD)

REFERENCE DOCUMENTATION

- “AIANEA” indicates emails which were forwarded from the AIANEA Membership email account maintained by Y. Dulle.
- “Nat’l Council Mtg Minutes” for the respective month when disposition was reported/recorded.

Initials indicate the principal individual.

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|--------------------------|---------------------------|------------------------------------|
| ○ AP – Athena Pratt | ○ GK – Gina Kerzman | ○ TM/TMD – Tanya Meyer- Dideriksen |
| ○ CC – Cameron Clark | ○ MS – Melissa Sturdivant | ○ YD – Yvette Dulle |
| ○ DCC – Dr. Carol Crouch | ○ SD – Steve Durgin | |

For information regarding the registry and/or its content, contact Melissa Sturdivant, AIANEA Secretary, at melissa.sturdivant@tx.usda.gov.



AIANEA National Council Teleconference Monday, November 2, 2015

12:00 pm Pacific, 1:00 pm Mountain, 2:00 pm Central, 3:00 pm Eastern

This meeting will take place by teleconference.

Call-in number: 888-844-9904

Passcode: 5203411

November 2, 2015			
Time (PST)	Duration	Topic	Presenter
12:00	10 min	Welcome and Introductions -Review agenda and ask for new agenda items	Steve Durgin
12:10	10 min	Review action items from previous minutes & Registry	Melissa Sturdivant & Council
12:20	5 min	Review/Approval of October Meeting Minutes	Melissa Sturdivant & Council
12:25	5 min	Treasurer's Report	Pam Crow & Bill Parrish
12:30	10 min	President's update: - RTCAC - Trainings	Steve Durgin
12:40	10 min	National AI/AN SEPM Report	Deborah Clairmont
12:50	10 min	Regional Representative Reports	Regional Reps
1:00	10 min	National Tribal Liaison Report	Barry Hamilton

1:10	10 min	Committee updates - Elders Committee - Awards Committee - Bylaws & Constitution Committee - Ad Hoc - Cookbook Committee - Ad Hoc - AIAN Contact Database Committee	Committee Chairs
1:20	10 min	New Business	Steve Durgin
1:30	10 min	New agenda items	All
1:40	10 min	Review of Action Items from current meeting	All
1:50	10 min	Closing thoughts and comments	All
2:00		Adjourn	

Additional items: