

2022 EXECUTIVE PLAN

Committee Meeting: Last Thursday of each month.

Time: 11:00 am

Dates: January 6, January 27, February 24, March 31, April 28, May 26, June 30, July 28, August 25, September 29, October 27, December 3

FUNCTIONAL RELATIONSHIPS WITH STAKEHOLDERS

REGULAR COMMUNICATION

TODD LERTJUNTHARANGOOL, REGION XI PROGRAM MANAGER, OFFICE OF HEAD START MONTHLY
Goals: Share information, provide data, training support, connection to other partners, effective & timely communication to programs

BERNADINE FUTRELL, DIRECTOR, OFFICE OF HEAD START QUARTERLY
The first month of each quarter (Jan, April, July, Oct)
Goals: Communicate OHS initiatives, policy discussions, tribal consultation

MIKE RICHARDSON, AIAN COLLABORATION DIRECTOR QUARTERLY
The second month of each quarter (Mar, June, Sep, Dec)
Goals: Facilitate partnerships, Region XI initiatives, training, Advisory Council

NICOLE TERRY, REGION XI TTA COORDINATOR QUARTERLY
The third month of each quarter (Feb, May, Aug, Nov)
Goals: Training support, TA needs, reports, timelines for submitted requests, timely feedback for programs

DAVID KADAN, OFFICE OF GRANTS MANAGEMENT TWICE A YEAR
Goals: Grant issues/clarification, training, Grant Specialist relationships with programs/directors/CFO

NATIONAL CENTERS QUARTERLY
Goals: Training & resource development (culturally relevant/AIAN specific)

EXECUTIVE DIRECTORS CALL, NHSA MONTHLY
The MCS attends this call.
Goals: Gather national information, share AIAN specific information, Congressional updates

NIHSDA LOBBYIST, HOBBS STRAUS DEAN & WALKER (GREG SMITH, LISA MEISSNER)
Goals: Congressional updates, AIAN issues, partnership development, advocacy

PARTNERSHIPS

The Executive committee will have routine contact with each partner. Partners will be invited to join our board meeting at least two times per year.

REVIEW AND UPDATE MOU'S JANUARY

ADMINISTRATION FOR NATIVE AMERICANS Michelle Sauve, Acting Commissioner Goals: Increasing access to grants for HS/EHS programs	BI-ANNUALLY
AMERICAN INDIAN HIGHER EDUCATION CONSORTIUM (AIHEC) Carrie Billy, President Goals: Access to ECE degrees, research partnerships, scholarship opportunities	QUARTERLY
NATIONAL CONGRESS OF AMERICAN INDIANS (NCAI) Dante Desiderio, CEO Fawn Sharp, President (Quinault Nation) Goals: Share policy information, advocacy, training at their conference, increase their knowledge about importance of ECE.	QUARTERLY
NATIONAL HEAD START ASSOCIATION (NHTSA) Yasmina Vinci, Executive Director; Thomas Sheridan, Deputy Director Goals: Share AIAN specific issues, participation on the NHTSA board, policy development and advocacy	MONTHLY
NATIONAL INDIAN CHILD CARE ASSOCIATION (NICCA) Michelle Key, Chair (Chickasaw Nation, OK) Goals: Partnership and Collaboration training, advocacy	QUARTERLY
NATIONAL INDIAN EDUCATION ASSOCIATION (NIEA) Diana Cournoyer, Executive Director (Oglala Sioux Tribe), Goals: Share policy information, advocacy, training at their conference, increase their knowledge about importance of ECE.	QUARTERLY
NATIONAL MIGRANT AND SEASONAL HEAD START ASSOCIATION (NMSHSA) Cleo Rodriguez, Executive Director Goals: Policy development and advocacy, joint advocacy activities	MONTHLY
NORTHWEST INDIAN HEAD START COALITION (NWIHSC) Viola Wood, President (Fort Peck Head Start) Goals: Policy development, joint training, advocacy	QUARTERLY
OKLAHOMA INDIAN HEAD START DIRECTORS ASSOCIATION (OIHSDA) Robert Pickens, President (Chickasaw Nation, OK) Goals: Policy development	QUARTERLY
SECRETARY'S TRIBAL ADVISORY COMMITTEE (STAC) Fawn Sharp, Chairperson, Quinault Nation Goals: Share policy information, advocacy	QUARTERLY
SOUTHWEST CONSORTIUM OF INDIAN HEAD START PROGRAMS (SWC) Francine Cachucha, Chairperson (Jicarilla Head Start) Goals: Policy development, joint training, advocacy	QUARTERLY
TRIBAL EARLY CHILDHOOD RESEARCH CENTER (TRC) Michelle Sarche, Project Manager Goals: Research partnerships, information sharing, training	MONTHLY

TRIBAL LEADERS BI-MONTHLY
Goals: Information sharing, sponsorship, advocacy, policy changes

STATE HEAD START ASSOCIATIONS BI-ANNUAL
Goals: Information sharing, advocacy, policy changes

BOARD AND MEMBERSHIP MEETINGS

Develop agendas for and facilitate monthly board meetings (review prior meeting evaluation)
(Face to face agendas should be drafted 2 months prior) MONTHLY
Compile Annual Report for the membership MAY
Develop agenda (April) for and facilitate the Annual Membership Meeting (June) APRIL/JUNE
Update Meeting Schedule for next year SEPTEMBER

BOARD OPERATIONS AND STRATEGIC PLANNING

REVIEW THE STATUS OF COMMITTEE PLANS QUARTERLY
(Feb, May, Aug, Nov)
REVIEW AND UPDATE ADMINISTRATIVE OPERATIONS CALENDAR SEPTEMBER
REVIEW THE MISSION, PURPOSE, PRINCIPLES AND VISION JUNE
REVIEW PROGRESS OF STRATEGIC PLAN QUARTERLY
(March, June, September, and December) take corrective action as needed
CONDUCT STRATEGIC PLANNING EVERY TWO YEARS OCTOBER
RECOGNITIONS AND STATEMENTS OF APPRECIATION NOVEMBER

MANAGEMENT SUPPORT CONTRACT

REVIEW MCS EVALUATION DEVELOP MCS IMPROVEMENT PLAN JULY
PRESENT MCS IMPROVEMENT PLAN TO FULL BOARD AUGUST
REVIEW MCS PROPOSAL AUGUST
Establish goals and objectives for the next year
NEGOTIATE CONTRACT SEPTEMBER
Full board reviews MCS proposal, goal and objectives and negotiates contract
REVIEW PROGRESS OF MCS IMPROVEMENT PLAN QUARTERLY
(Jan, April, July and October) take corrective action as needed
RFP PROCESS

NHSA BOARD

SELECT NHSA REPRESENTATIVES JUNE

Select every two years.

COMPLETE BOARD CERTIFICATION ON AN ANNUAL BASIS

AUGUST

REGION XI REPORT AS NEEDED

Submit a report to the NHTSA board on updates and activities in Region XI. Feb, March, May, July, Oct, Nov.