Why NARFE Leaders Should Attend 
The Legislative Training Conference
By Molly Checksfield, Grassroots Program Manager

As a NARFE leader, your presence and participation at the Legislative Training Conference in Alexandria, VA, March 12-15, indicates not only your dedication to NARFE’s mission of advocacy, but also shows first-time attendees, seasoned veterans, and legislators and staff on Capitol Hill that NARFE members work as a team to support the federal family.

The Legislative Training Conference provides a unique opportunity for NARFE leaders to contribute to the future of this Association, along with attendees who are taking the initiative and venturing to the nation’s capital to raise their voices! Your involvement in the conference will help build upon your skills as a leader as you reach out to, and mentor, future leaders who are interested in becoming more involved in NARFE’s advocacy efforts. You will have the chance to engage with fellow NARFE members from your federation and across the country.

Registration Information

Please register for the conference HERE as soon as possible if you have not done so already. If you require lodging during the conference, you also will need to book your hotel room via the conference website by February 10. You can book your hotel room by clicking on the link under “booking” on the conference website HERE. NARFE’s special room rate at the Hilton Alexandria Mark Center is $169 per night, plus applicable taxes, for a total of $194.51 per night for single- and double-room occupancy. The room rate is available for three days before and after the Legislative Training Conference, space dependent. Please book your hotel room as soon as possible as the hotel is filling up fast!

Now is the time to build momentum across the country and remind your legislators that NARFE will not be silent when there are threats to your earned pay and benefits. (See story, p. 5, on the threats.) This Congress and the new administration are unpredictable, which requires NARFE leaders to facilitate and nurture stronger bonds between NARFE and all members of Congress. The Legislative Training Conference provides attendees the opportunity to unite in NARFE’s mission and spread the word about the Association’s deep concern about the well-being of federal employees and retirees if threats come to fruition.

Not able to attend the conference? There’s plenty to be done in your district, and there is power in numbers! You can schedule a meeting with staff at your legislators’ district or state offices during the time of the Legislative Training Conference. If your legislators hear from NARFE both at home and in Washington, NARFE’s message will be clearer: No cuts to earned pay and benefits of federal employees and retirees!

The deadline to register for the conference and book your hotel room at the NARFE room rate is February 10. Please visit...
Schedule Your Meetings NOW! Then Let NARFE Know The Details

By Molly Checksfield, Grassroots Program Manager

NARFE’s 2017 Legislative Training Conference, March 12-15, is fast approaching. Federation leaders should work with registrants from their state to schedule meetings for the final day of the conference, March 15, when NARFE members visit the offices of their members of Congress.

To show Congress NARFE is organized and efficient, we recommend each federation designate someone to serve as a “point person” in coordinating meetings to avoid duplicate requests. This responsibility can be given to Congressional District Leaders (CDLs) and Senatorial Leaders (SLs), for those federations that utilize this structure.

Use the process that works best for you, but make sure everyone from the federation is on the same page. If you have questions about coordination – especially for states with large congressional or NARFE delegations, please do not hesitate to contact the Legislative Department (leg@narfe.org).

You should start scheduling your meetings now! Every congressional office will be different, so we recommend calling the scheduler and asking how he or she prefers to receive meeting requests. You can find a template meeting request letter on the Legislative Conference website HERE.

Let NARFE Know!

Please let the Legislative Department know once your meetings are scheduled. Send an email to leg@narfe.org indicating when and where your meetings will be held during Capitol Hill Day on March 15.

The NARFE Legislative Department staff likes to join in on some meetings, and we have a photographer on Capitol Hill for the day who will try to get to as many meetings as possible. Letting us know what meetings you have scheduled allows us to plan accordingly. Additionally, depending on the meetings, we may provide further information and resources to you beforehand.

Congress is scheduled to be in session the week of the conference, which means that more of you may be able to meet with legislators. If you can’t meet with the member of Congress, you will likely

NARFE-PAC Sets $1.5 Million Goal

NARFE-PAC, the Association’s political action committee, has established ambitious goals for the 2017-2018 election cycle in an effort to grow NARFE’s political influence. With serious legislative threats looming, NARFE-PAC needs to be adequately funded to fight back.

NARFE-PAC was extremely successful in the 2015-2016 election cycle and looks to build on that success in the new cycle. During the 2015-2016 cycle: NARFE members contributed more than $1.4 million, exceeding the goal of $1 million; NARFE-PAC disbursed $813,000 for political purposes; NARFE members attended 65 in-district fundraisers; and monthly contributors (Sustainers) increased by over 125 percent.

To prepare for the legislative fights NARFE expects to face this Congress, NARFE-PAC hopes to reach the following goals:

- Raise $1.5 million in member contributions;
- Disburse $1 million for political purposes;
- Send NARFE members to 100 in-district fundraisers; and
- Increase monthly contributors (Sustainers) by 50 percent.

Achieving these goals will help NARFE-PAC strengthen relationships with lawmakers (in Washington, DC, via NARFE staff and, at the local level, via NARFE members) and help elect fed-friendly members of Congress. These two components are key to defending the earned benefits of the federal community. Please support NARFE-PAC by soliciting funds at your chapter and federation events, educating members about NARFE-PAC, and contributing! To learn more, contact Jason Freeman at jfreeman@narfe.org or 703-838-7760.
meet with senior staff. Don't be discouraged if this happens. Meetings with staff often can be more substantive and longer.

A common question is: “I am the only person from my state attending the conference – can I schedule a meeting with a member of Congress if I am not a constituent?” Yes. If you present yourself as a statewide leader/representative, offices may be willing to meet with you. Make it clear in your meeting request who in the district you’re representing. In the past, some NARFE members have dropped off materials at legislators’ offices if they cannot meet in person.

At the conference, attendees will be provided all of the resources needed for the congressional meetings. The NARFE Legislative Department staff currently is in the process of preparing materials for the new Congress and the threats we face. At the conference, we’ll go over what you’ll take with you to the Hill and what to discuss with your legislators.

Closer to the date, we will learn more details on the Senate and House schedule for the day and can help answer any questions you might have. For information about how to set up a meeting or for answers to any questions you might have, please contact leg@narfe.org.

NARFE Scholarship Program Opens February 1; NEW Online Submission Process

The 2017 NARFE-FEEA Steve Bauer Scholarship Program, open to children, grandchildren and great grandchildren of NARFE members, will run February 1 through April 28. Applicants must be high school seniors planning to attend their first year of a two- or four-year degree program at an accredited college as a full-time student in the fall/winter of 2017.

New this year is the online-only application and submission process. Students can access the application from the NARFE website as of February 1 by clicking on the Scholarship Program graphic in the rotating display on the home page, www.narfe.org. For complete details on eligibility requirements and how to apply, click here to read and/or print the two-page brochure “A Guide to the NARFE-FEEA Steve Bauer Annual Scholarship Awards Program” (NARFE publication F-105).

Sixty $1,000 awards will be given out this year.

The NARFE Scholarship Program relies on the generosity of donors. To make a tax-deductible contribution, make checks payable to NARFE-FEEA Scholarship Fund and mail to NARFE Scholarship Awards, c/o FEEA, 1641 Prince St., Alexandria, VA 22314. You also can use the donation coupon that appears every month in narfe magazine. For additional information, please email scholarship@narfe.org.

Grand Prize Winner Selected for 2016 Fall Membership Campaign

By Monica Williams, Deputy Director of Membership Marketing

Congratulations to Steven C. Singleton of Las Cruces, NM, who was selected as the winner of the Grand Prize in the NARFE 2016 Fall Membership Campaign! Singleton is a member of Chapter 182 and recruited one member from the Las Cruces area. He asked that the money that NARFE would have spent on the announced Grand Prize – an Apple iPad Air 2 – be donated equally to the NARFE-FEEA Disaster Fund and the
NARFE-FEEA Scholarship Fund, with credit for the donations given to his chapter.

From September 1 through December 31, 2016, NARFE members had the opportunity for additional rewards and potential to win prizes for recruiting new NARFE members. Every new member recruited resulted in a $10 payout for the recruiter.

A total of 1,070 members were recruited during this period from the participation of 615 individual recruiters.

In addition to the Grand Prize, monthly drawings for September, October and November rewarded three lucky recruiters with a $25 Amazon Gift Card (see sidebar at right).

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**Congratulations to the $25 Amazon Gift Card Winners!**

**September – Frank C. Impinna**  
Chapter 81, Denver-Capital City, CO  
(Recruited nine members)

**October – Dominick Licciardi**  
Chapter 1398, St. Bernard, LA  
(Recruited one member)

**November – Carla Koty**  
Chapter 2197, Eastside Indianapolis, IN  
(Recruited two members)

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**2017 Photo Contest Is Underway!**

**Theme: ‘American Dream’**

**Submissions Accepted Through April 15**

Capture your vision of the “American Dream” for NARFE’s 2017 Photo Contest. Winning photos will be used in the NARFE 2017-2018 calendar and 2017 note card collection.

Please provide a link to the guidelines www.narfe.org/member/articles.cfm?ID=3366 on your website or e-newsletter. And please print the guidelines in your upcoming print newsletters.

**Guidelines:**

- All NARFE members are eligible to enter, whether or not they’ve already had a photo appear in past calendars. Photos also may be selected to appear in NARFE’s spring note card collection. **Exception:** Members who work as professional photographers are not eligible.

- Photos must be horizontal in format and 8”x10” or 8-1/2”x11” in size.

- Each entrant must put the following information on a piece of paper and tape it to the back of each photo: photo title, your name, address, chapter number (if applicable), email address and phone number.

- Each member is limited to five photos.

- No photos of children or pets, please. Photos sent by email will not be accepted. No Polaroids.

- Photos will not be returned.

- By entering, you grant NARFE a nonexclusive license to use your photo in perpetuity in any medium, including to edit, publish, distribute and republish it in any form. Entrants retain the copyright to their images. NARFE assumes no liability for any misuse of copyright.

- Photos will be judged and winners notified by the end of June 2017.

- **Send photos to:** NARFE Photo Contest, Attn: M. Williams, NARFE, 606 N. Washington St., Alexandria, VA 22314.
NARFE has taken a close look at some of the possible threats facing the federal community during the 115th Congress (2017-2018). While many of these proposals have surfaced in the past, the likelihood that they will reach the president’s desk is greater than before. Already, the threatened federal hiring freeze has been implemented by President Donald Trump.

The fiscal year 2016 budget resolutions provided an idea of the spending cuts that could affect the federal community. These included proposed cuts to the Federal Employees Health Benefits Program (FEHBP) and retirement benefit reductions.

**Federal Employees Health Benefits Program**

NARFE strongly opposes attempts to undermine the FEHBP. One proposal would reduce the government contribution toward the FEHBP by limiting increases to inflation, rather than the cost of health insurance. This single proposal could cost a federal employee or retiree family up to $50,000 over 10 years. Other threats include tying the government share of premiums to years of service and increasing postal employees’ share of premiums.

Another proposal would eliminate retiree health benefits for new hires, which would destabilize the program and burden current employees and retirees. The FEHBP is a successful program, providing health care to more than 8 million people, and should serve as a model for other health programs. These proposed changes would risk the health care of those who have received this benefit after proudly serving their country. NARFE will vigorously fight any attempt to undermine the program.

**Threats to CSRS and FERS**

Current employees should be aware of threats to their retirement. Past proposals have sought to increase current federal employee payroll contributions toward retirement by as much as 6 percent of pay, without any added benefit, for participants in the Civil Service Retirement System (CSRS) and the Federal Employees Retirement System (FERS). This is essentially an immediate (and thinly veiled) pay cut. There also has been talk of eliminating the FERS annuity for new hires and getting rid of the FERS Annuity Supplement. Of great importance is a proposal to change how retirement benefits are calculated, basing retirement annuities on the highest five years of pay rather than the highest three. NARFE opposes proposals that would...
effectively reduce the pay of current employees.

**Thrift Savings Plan**
Retirees and current employees also should be alert to attempts to decrease the rate of return on the Thrift Savings Plan (TSP) G Fund. If acted on, the average yearly return would decrease from roughly 2 percent to 0.02 percent. Ultimately, the savings claimed by this proposal would never be realized. The Federal Retirement Thrift Investment Board would divest $21 billion of L Fund holdings from the G Fund, and it would advise TSP participants to divest as well, drastically reducing G Fund holdings and any resulting savings.

**Pay Freeze**
Finally, in addition to the hiring freeze, there has been much speculation about the possibility of a pay freeze, reducing the federal workforce through attrition and weakening due process rights. NARFE stands against these threats. The Government Accountability Office (GAO) has found that prior hiring freezes did not result in a smaller federal workforce and actually decreased efficiency, transparency and accountability (GAO report). Actions of this type could hamper agency missions and prevent the best and brightest from entering civil service.

While most of these threats have not been put into detailed plans, NARFE is continuing to monitor the situation and will provide alerts to the membership when proposals are made.

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**State Legislative Advocacy: Under the Domes**
By Chris Farrell, Senior Analyst

**2017 State Legislature Session Dates, Newsletters from PEW**
The Stateline 2017 Calendar includes the dates when each state’s legislature will be in session, as well as maps (shown below) of the state political landscape. Plan a visit while your legislature is in session.

Subscribe to free daily and weekly emails from PEW’s Stateline. MultiState.com also provides a wide variety of State & Local Resources and free publications.

**State Advocacy Resources on NARFE’s website**
In addition to the archived editions of NARFE Insider, earlier content of “Under the Domes” is posted on
the NARFE website. “The Informed Citizen,” a monthly column in narfe magazine often devoted to state advocacy, is similarly available. A tool for state advocates to share with a chapter, district or federation meeting is available as a PowerPoint presentation. Finally, use the “Search past issues” function in our weekly e-newsletter, NARFE NewsWatch, and insert “State News” in the search box.

**State Legislatures Groomed More Members of Congress**
The new Congress (2017-2018) has even more former state legislators than did its predecessor. According to the National Conference of State Legislatures, the House of Representatives has 222 former state lawmakers, compared to the 218 who were elected in 2014. More than half of the Senate served in the legislature (44), as governor (9) or both (3). Getting to know your state elected officials now will pay dividends in years to come. Remember, it’s all about relationships.

**Follow the Governor, Extend an Invitation to Your Convention**
State governors are delivering their annual State of the State Addresses before joint sessions of their legislatures. Attend in person, watch televised coverage (live or streamed) or read these addresses to make sure you remain an informed voter and better advocate in your state. Follow the 2017 and 2018 gubernatorial elections by reading the early assessments of Louis Jacobson in Governing and Kyle Kondik in the Crystal Ball. NARFE members have been organizing in their states to build relationships and influence state legislation that affects NARFE members. Inviting your governor to your federation convention is one great way to build and foster those relationships. Find postal addresses, phone numbers and web links on the website of the National Governors Association.

**New Jersey Federation Part of Successful 2016 Coalition**
NARFE’s New Jersey Federation, led by State Legislative Chair Jerry Rubin, worked with other seniors’ organizations on tax law changes to stem the outflow of retirees to more hospitable tax venues. As part of a massive gas, sales, income and estate tax measure, New Jersey seniors obtained a bigger exclusion for pension and retirement income. The income tax exclusion — how much you have to make before the tax kicks in — will, over four years, increase to $100,000 for joint filers, $75,000 for individuals and $50,000 for married couples filing separately.

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**NARFE in the News**
Over the past few years, NARFE has enhanced its media outreach and, as a result, has seen an increase in its media presence. Each issue of the quarterly NARFE Insider features a selection of major media coverage and occasionally local news coverage generated by chapters and federations.

In the past three months, NARFE has been quoted widely on expected threats to the federal community in 2017, on the steep increases in premiums in the Federal Long Term Care Insurance Program, on the Medicare “hold harmless” provision that penalizes some federal retirees, and more. Here’s a sample:

- On January 1, online newsletter FedSmith reported on a letter sent by members of Congress, and supported by NARFE, opposing a federal hiring freeze.

- NARFE Legislative Director Jessica Klement was quoted in a story appearing January 5 in GovExec.com on expected attempts to cut the pay, benefits and rights of federal employees.

- A column in The Washington Post on December 2, 2016, carried quotes from NARFE National President Richard G. Thissen and NARFE Federal Benefits Service Director David Snell on the rising cost of insurance for federal employees and retirees.

- On November 29, 2016, in a report on Federal News Radio, Legislative Director Klement commented on postal reform and a proposal to require postal retirees to enroll in Medicare in order to keep their Federal Employees Health Benefits Program coverage.
On November 23, 2016, GovExec.com gave a shoutout to NARFE for surpassing its $12 million Alzheimer’s research fundraising goal.

NARFE President Thissen was quoted November 15, 2016, in GovExec.com on the situation faced by many federal retirees who will have to pay higher Medicare Part B premiums than other retirees because of the “hold harmless” provision, which protects retirees who pay their Medicare premiums from their Social Security benefits.


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<tr>
<th>NARFE National Executive Board Meeting Minutes</th>
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<td>Thursday, August 25-Saturday, August 27, and Thursday, September 1, 2016, Grand Sierra Resort and Casino, Reno, NV</td>
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**Thursday, August 25, 2016**

**Call to Order**

**Pledge of Allegiance**

**Moment of Silence**

**Roll Call**

**Presentation of the Agenda**

**Present:**

**National Officers**

President Richard G. Thissen

Secretary/Treasurer Jon Dowie

**Regional Vice Presidents**

Region I James P. Crawford

Region II Evelyn Kirby

Region III Jerry Janci

Region IV Edward J. Konys

Region V Carol R. Ek

Region VI Marshall L. Richards

Region VII Rodney L. Adelman

Region VIII Helen L. Zajac

Region IX Lanny G. Ross

Region X William Shackelford

**Staff**

NARFE Parliamentarian Paul Lamb

Director of Marketing Bridget Boel

Deputy Director of New Business Development Jennifer Bialek

Staff Accountant Lynette Green

**Guests**

Maryland Federation President Dan McGrath

Region V Alzheimer’s Coordinator Janice Neuschafer

2016 Convention Host Committee Chair and California Federation Past President Lea Zajac

eNARFE member Dave Southworth

District of Columbia Federation President Randy Clarke
eNARFE Membership Chair Vilma Geisert

Margaret Janci

Cindy Bourassa

National President (NP) Thissen called the meeting to order. Guests were introduced by respective regional vice presidents (RVPs).

NP Thissen introduced Lynette Green, incoming Executive Secretary, to the National Executive Board (NEB). NP Thissen explained that Deputy Director of New Business Development Bialek will leave NARFE. (Subsequently, that was changed, as she continues to work for NARFE.)

The postal reform bill was discussed. NARFE continues to oppose the current bill because it will force current postal retirees not already enrolled in Medicare B to enroll in order to retain Federal Employees Health Benefits Program (FEHBP) coverage. This would break the longstanding tradition of not changing rules on individuals after they retire.

The cost-of-living adjustment (COLA) and FEHBP prognosis for 2017 were discussed. Estimates are that there will be a very small COLA. This creates serious issues for those retirees not “held harmless.”
This would include many federal retirees who do not pay Medicare B premiums through Social Security benefits. (Subsequently, the actual FEHBP average increase was 4.4 percent, with the enrollee share rising by average of 6.2 percent.)

The Federal Long Term Care Insurance Program (FLTCIP) premium increase was discussed.

How to handle the convention debate was discussed.

The NARFE Strategic Plan was discussed.

NEB resolutions presentation to the convention delegates was discussed.

Chapter closings and membership numbers were discussed.

OAM (Online Activities Module) and database transition updates were given.

Alzheimer’s National Walk Team was discussed. NP Thissen stated NARFE has created a National NARFE Alzheimer’s Walk Team. Now the NARFE emblem will be on the banner of all the Alzheimer’s walks. What this does for NARFE: The walk support will furnish money at the local level, but NARFE will get credit. The NARFE website has a link to the Alzheimer’s Trial Match Program. Volunteers are needed.

Director of Marketing Boel discussed NARFE Federal Benefits Institute webinar plans for 2017.

Acknowledgements were given to Margaret Carter, editorial director, and Dan Hidayat, IT director, and his team for help with the Institute.

Additionally, Director of Marketing Boel discussed putting together the 2017 sponsorship guide and doing a complete post-convention debrief. Acknowledgement also was given to Dana Esposito for excellent administrative and customer service skills.

A convention update was provided.

Communication and ethics were discussed.

RVP Crawford pointed out that the most important paragraph in the Strategic Plan is the one that forecasts where NARFE will be in four years. NP Thissen stated that everything that we have done to this point delays that date. However, there is nothing we have done this far that stops the fact that NARFE will cease to exist without evolution. We at the Headquarters are convinced that if we can say “join NARFE,” it will help us tremendously. The auditor’s business letter from 2011 stated that NARFE would not be here today. We are still here because we made significant changes. If NARFE were not here, $318 billion of federal budget reductions would have been put on the federal community, the postal reform bill would have passed, and those who do not pay Medicare B premiums through Social Security would pay $159, not $122. We have to convince prospects and current members that we have to keep NARFE alive.

Acknowledgement of Lea and Helen Zajac was given.

With no further business, the meeting adjourned.
Bryan Gay, vice president of sales, conventions, weddings and catering for the Grand Sierra Resort & Hotel, brought greetings on behalf of the Grand Sierra Resort & Hotel.

Director of Legislation Jessica Klement introduced the two new staff members, Grassroots Program Manager Molly Checksfield and Legislative Staff Assistant Ross Apter.

Discussion and sensing session with Jennifer Dunlap, president & CEO of DRi, the executive director search firm. Dunlap’s PowerPoint presentation consisted of: Overview of DRi; Executive Search Process; Timeline; NARFE Mission Statement; NARFE Structure; Board Responsibilities; President Responsibilities; Executive Director Descriptions; Executive Director Responsibilities; Treasurer; Best Practice Responsibilities; NARFE Job Description; Executive Director Skillset; Criteria Matrix; NARFE Interview Process; and Challenges. (PowerPoint Presentation on file.) During the presentation, the Board developed a working draft of the responsibilities and skillset of the executive director. Additionally, the Board discussed the various issues and challenges of the organization and how they will impact the executive director search.

NP Thissen stated that he would like to have two candidates by the time the Board meets on March 15, 2017.

The Executive Director Search Committee will consist of NP Thissen, National Secretary/Treasurer (NS/T) Dowie, RVP Shackelford, RVP Konys and RVP Zajac.

With no further business, the meeting adjourned.
Saturday, August 27, 2016
(NEB met in conjunction with the Federation Presidents Meeting)

Call to Order
Pledge of Allegiance
Moment of Silence
Roll Call
Introduction of Federation Presidents
Presentation of the Agenda

Present:

National Officers
President Richard G. Thissen
Secretary/Treasurer Jon Dowie
Former National President Margaret Baptiste

Regional Vice Presidents
Region I James P. Crawford
Region II Evelyn Kirby
Region III Jerry Janci
Region IV Edward J. Konys
Region V Carol R. Ek
Region VI Marshall L. Richards
Region VII Rodney L. Adelman
Region VIII Helen L. Zajac
Region IX Lanny G. Ross
Region X William Shackelford

Federation Presidents
Arkansas Federation President Ronald Lambert
Wyoming Federation President John Swett
Washington Federation President Richard Wilson
Alaska Federation President Malin Babcock
Idaho Federation President Keri Gibbs
Oregon Federation President Linda Silverio
Alabama Federation President Roland Pearson
Georgia Federation President Clarence Robinson
Florida Federation President Jane Lemley
Mississippi Federation President Mary Pierson
Michigan Federation President David Adams
Ohio Federation President Donald Wiese
Wisconsin Federation President Greg Habeck
Delaware Federation President Kathy Adams
Pennsylvania Federation President George Shal
DC Federation President Randolph Clarke
Maryland Federation President Daniel McGrath
Arizona Federation President Etta Bryant
New Mexico Federation President Lorna Howerton
Colorado Federation President Theodore Van Hintum
Rhode Island Federation President David MacDonald
New York Federation President Mark Bernstein
New Hampshire Federation President Gary Legg
Vermont Federation President Mary Nadeau
South Dakota Federation President John Bulsma
Nebraska Federation President Ronald Moore
Kansas Federation President Cindy Blythe
Minnesota Federation President Karen Thygeson
Missouri Federation President Robert Hagedorn
Virginia Federation President Kathy Arpa
Kentucky Federation President Michael Cornelison
West Virginia Federation President Steven Sosson
Tennessee Federation President Larry Minniear
North Carolina Federation President Robert Allen
Louisiana Federation President Edwin Brannan
Oklahoma Federation President Charles Freeland
Texas Federation President Philip Kraus
California Federation President Dee Shallenberger
Hawaii Federation President John Priolo

Staff
NARFE Parliamentarian Paul Lamb
Director of Marketing Bridget Boel
Legislative Director Jessica Klement
Deputy Legislative Director John Hatton
Legislative Counsel Alan Lopatin
Grassroots Program Manager Molly Checksfield
Political and Legislative Specialist Jason Freeman
Legislative Staff Assistant Ross Apter
Staff Accountant Lynette Green

Guests
Hawaii Federation Vice President Joyce Matsuo
Alaska Federation Executive Vice President Paul McIn- tosh
New Jersey Federation 2nd Vice President John Szpyhulsky
California eDivison Coordinator Dave Southworth
Chapter 1874 President Roger Corner
Chapter 0034 President James Spriggs
Chapter 0825 President Harry Brown
Chapter 1818 President Margaret Finley
Immediate Past President Ohio Federation Sondra Gartner
Maine Federation Secretary Arthur Pike
Carol Hagedorn
Indiana Federation Executive Vice President James DeWitt
eNARFE President Thomas Longo
Chapter 0050 President Edward Shallenberger
Arizona Federation District 2 Vice President Cris Gumbmann
Arizona Federation District 4 Vice President Coral Van Houser
Georgia Federation Legislative Director Larry Harper
Georgia Federation Vice President/Membership Chair Huelyn Harper
NP Thissen’s report covered: NARFE Headquarters Reorganization; Strategic Planning Process Overview; NARFE Headquarters Finances; Legislative Highlights; Postal Reform Bill; Long-Term Care Premium Increase; Federal Benefits/OPM Breach; narfe Magazine; Discussion of Losses in Membership at NARFE; Expansion of Fundraising; and Convention/Meeting Planning. A question-and-answer session followed the presentation.

NS/T Dowie’s report covered: Investment in Building and Infrastructure; Strategic Planning Overview; Overview of Membership Status; OAM (Online Activities Module); and the three motions by the NEB. A question-and-answer session followed the presentation.

Director of Marketing Boel’s PowerPoint presentation consisted of Marketing Department Updates, including: Areas of Responsibility; Three Objectives; How to Meet Each of the Three Objectives; Federal Benefits Institute and Webinar Information; Overview of National Convention Enhancements; and Federation and Chapter Membership Initiatives. A question-and-answer session followed the presentation. (PowerPoint on the NARFE website and on file.)

NP Thissen stated that NARFE signed an agreement with the Alzheimer’s Association. We have created a NARFE Alzheimer’s National Walk Team. Now federations and chapters can create local NARFE Walk Teams. NARFE will receive credit for the funds raised. The funds do not go to research; they are given to local Alzheimer’s efforts. NARFE’s emblem is now on every Alzheimer’s Walk banner.

NP Thissen discussed the executive director search process. He stated that Jennifer Dunlap, the president & CEO of the executive director search firm, is in the fact-finding stage. She will then develop a package that she will present to the candidates. A search committee will then interview the candidates. Lastly, we will bring in the NEB to do a final review of the top two candidates and agree on a final selection. He estimated that it should be complete by March 2017.

Legislative Director Klement’s three-part PowerPoint presentation consisted of an overview of NARFE Legislation and “NARFE-PAC 101.” It included an overview of the Legislative Department staff and their duties; NARFE’s Legislative Program; Role in Federation Conventions; Role of M+R; What Is PAH; NARFE-PAC Procedures; Overview of Medicare and the 2017 COLA; and Long-Term Care Insurance Premiums. (PowerPoint on the NARFE website and on file.) Each part of the presentation was followed by a question-and-answer session.

NS/T Dowie’s Strategic Plan presentation covered the three NEB motions: optional chapter membership, one member one vote, and dues adjustment by 10 percent in case of crisis; and unaddressed issues by the Strategic Plan. A question-and-answer session followed the presentation.

NP Thissen’s communication and ethics discussion addressed a situation at a federation convention. He emphasized clarity in communication and making sure that everyone understands the rules and their impact.

With no further business, the meeting adjourned.

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**Thursday, September 1, 2016**

**Call to Order**

**Roll Call**

**Present:**

**National Officers**

President Richard G. Thissen
Secretary/Treasurer Jon Dowie

**Regional Vice Presidents**

Region I James P. Crawford
Region II Evelyn Kirby
Region III Jerry Janci
Newly Elected Region III Clarence Robinson
Region IV Edward J. Konys
Region V Carol R. Ek
Region VI Marshall L. Richards
Region VII Rodney L. Adelman
Region VIII Helen L. Zajac
Region IX Lanny G. Ross
Newly Elected Region IX Richard Wilson
Region X William Shackelford

Following a discussion, the following **motion** was made concerning NEB e-NARFE incentive:

**Motion #01-09-16. SUBJECT: Discontinue the Incentive for e-NARFE. Motion** made by NS/T Dowie and seconded by RVP Kirby to “Immediately discontinue the incentive program for Chapter
2363 and move the members to appropriate Logistic Support Area (LSA) ZIP code assignment. In accordance with Rule I, Section 2. B.’ With a unanimous vote, the **motion passed.** NP Thissen abstained from voting.

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<td>RVP II Kirby</td>
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Following a discussion, the following **motion** was made concerning new business: **Motion #02-09-16. SUBJECT: New Business. Motion** made by RVP Janci and seconded by NS/T Dowie to not refer new business to a referendum by the members. With unanimous vote, the **motion passed.**

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Convention evaluations will be emailed.

Recruitment activities were discussed.

With no further business, the meeting adjourned.

*The last scheduled 2016 NEB meeting will be held on Tuesday, November 15, through Friday, November 18, at NARFE Headquarters.*

Jon Dowie  
National Secretary/Treasurer
Tuesday, November 15, 2016

Call to Order
Moment of Silence
Pledge of Allegiance
Roll Call
Presentation of the Agenda

Present:

National Officers
President Richard G. Thissen
Secretary/Treasurer Jon Dowie

Regional Vice Presidents
Region I James P. Crawford
Region II Evelyn Kirby
Region III Clarence Robinson
Region IV Edward J. Konys
Region V Carol R. Ek
Region VI Marshall L. Richards
Region VII Rodney L. Adelman
Region VIII Helen L. Zajac
Region IX Richard Wilson
Region X William Shackelford

Staff
Director of Budget & Finance Tayo Coker
Accountant Supervisor Veronica Clemons
A/P Staff Accountant Yonathan Nebiyat
NEB Executive Assistant Lynette Green

Guests
California Federation Past President Lea Zajac
Linda Richards
Florida Federation Past President Kenneth Thomas
Region III FEEA Coordinator Arlette Thomas
District of Columbia Federation President Randolph Clarke

National President (NP) Thissen called the meeting to order. Guests were introduced by respective regional vice presidents (RVPs).

Discussed Board agreement documents and made revisions.

Briefly discussed the timeline and process for compiling the ballot for the 2018 Conference.

Accountant Supervisor Clemons introduced the new A/P Staff Accountant, Yonathan Nebiyat.

Budget & Finance Director Coker’s PowerPoint presentation consisted of the 2017 Budget.

After a discussion and question-and-answer session, the following motion was presented:

#01-11-16: SUBJECT: Approval of 2017 Budget. Motion made by RVP Richards and seconded by RVP Shackelford to approve the 2017 Budget. With a vote, the motion passed. NP Thissen abstained from voting. (2017 Budget on file.)

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NP Thissen addressed concerns relating to Rule 1, Section 2. C. of the 2016 National Bylaws, which states: “For new members, 10% of the new-member fee will be returned to the federations; there will be no distribution to the chapters. EXCEPTION: For those new members who join a chapter at the
same time they join NARFE, one-third (1/3) of the membership fee shall be returned to the chapter in lieu of the first year’s chapter dues. Subsequent billings for members not joining a chapter shall be for NARFE national dues only. Subsequent billings for those who join a chapter as they join NARFE shall be for a combination of the national dues and the dues of the appropriate chapter.” He pointed out that if you join a chapter after you have joined NARFE, the chapter does not receive one-third of the membership fee.

Briefly discussed membership application forms for recruiters and renewals.

Discussed the timeline for resolutions submission, committee work, ballot generation and voting period by ballot for the 2018 Conference.

Discussion of Board agreement documents continued.

Discussed 2016-2018 National Executive Board (NEB) committee assignments.

Discussed the hiring of a new editorial director due to the pending retirement of Margaret Carter.

With no further business, the meeting adjourned.

Wednesday, November 16, 2016

Call to Order
Moment of Silence
Pledge of Allegiance
Roll Call

Present:

National Officers
President Richard G. Thissen
Secretary/Treasurer Jon Dowie

Regional Vice Presidents
Region I James P. Crawford
Region II Evelyn Kirby
Region III Clarence Robinson
Region IV Edward J. Konys
Region V Carol R. Ek
Region VI Marshall L. Richards
Region VII Rodney L. Adelman
Region VIII Helen L. Zajac

Region IX Richard Wilson
Region X William Shackelford

Staff
Director of Marketing Bridget Boel
Deputy Director of New Business Development Jennifer Bialek
Deputy Director of Membership Marketing and Fundraising Monica Williams
NEB Executive Assistant Lynette Green

Guests
California Federation Past President Lea Zajac
Florida Federation Past President Kenneth Thomas
Region III FEEA Coordinator Arlette Thomas
District of Columbia Federation President Randolph Clarke
Virginia Federation Past President Ann M. Collins
Springfield (VA) Chapter 893 President Deanna Shepherd

NP Thissen called the meeting to order. Guests were introduced by respective RVPs.

Nominations were taken for the Audit Committee by RVP Zajac. After nominations, RVP Richards, RVP Adelman (Chair) and RVP Shackelford were selected for the Audit Committee.

Update of the 2016 Bylaws was given.

The board discussed the timeline for the voting period by ballot. Additionally, distribution and submission of ballots to members for the National Convention/Conference was discussed.

After discussion of one- or two-month voting periods by ballot, the following motion was presented:
#02-11-16. SUBJECT: One-month voting period by ballot. Motion made by RVP Adelman and seconded by RVP Wilson that there be a one-month voting period by ballot. With a vote of 11 yeas and 0 nays, this motion passed. NP Thissen abstained from voting. Action: Modify bylaws.

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The effect of One Member, One Vote (OMOV) and Optional Chapter Membership on RVPs’ support to members, chapter activities and federation activities was discussed. Additionally, the health of the federations and chapters (financial and leadership) was discussed.

NP Thissen stated that, as no procedure exists for closing/merging federations, such a procedure must be developed.

Discussion centered on national only members and construction of bylaws template for federations and chapters. Additionally, NP Thissen stated that he would send a letter to the federations, instructing them how to contact and support national only members.

Director of Marketing Boel gave an overview of the Marketing Department’s 2016 Major Initiatives, which included 2016 Convention Planning; Expansion of the NARFE Federal Benefits Institute; Expansive Fundraising Tests; Migration of Welcome and Reinstate Letters; and Implementation of Optional Chapter Membership. A question-and-answer session followed the presentation.

Deputy Director of New Business Development Bialek’s PowerPoint presentation provided an overview of the National Convention highlights, which included the New Registration Strategy; Feedback Concerning Memorial Service; Convention Budget; 2016 New Business Revenue Exceeds 2014; 2017 Sponsorship Book; and Affinity Partners: New Partners and Growing Existing Partners. A question-and-answer session followed the presentation. (PowerPoint on the NARFE Website and on file). Additionally, sponsorships for regional and federation events were discussed. Director of Marketing Boel suggested a template be developed for generating sponsorships at each level.

Deputy Director of Membership Marketing and Fundraising Williams’ PowerPoint presentation included an overview of Membership Acquisition and Retention: Benefits vs. Advocacy Letter; NARFE Webinars Growing Membership and Loyalty; NARFE Federal Benefits Institute; and Fundraising: Holiday Cards, Note Pads, Note Cards, and Calendar; 2016 Holiday Card Mailing; New NARFE Membership Packages; and Field Resources. A question-and-answer session followed the presentation. (PowerPoint on the NARFE website and on file.)

Director of Marketing Boel provided an update on revised membership application forms. A discussion concerning the membership application forms followed. (Revised membership applications on file.)

After discussion, the following motion was presented: #03-11-16. SUBJECT: Incentives. Motion
made by RVP Zajac and seconded by RVP Richards that “The National Executive Board (NEB) may establish incentive programs to benefit member recruitment and retention, such as recruiting rebates and finder’s fees. An incentive program shall not extend beyond two (2) years, unless extended by the NEB after evaluating its effectiveness. In accordance with Rule I, Section 2. B.” The incentives should be approved for the next two years (2017-2018) as listed below:

- $8 for AFE Recruitment
- $39.95 for webinar and mail acquisition; or as necessary; and
- $10 for any member recruitments for September 1-December 31.

With a vote of 11 yeas and 0 nays, this motion passed. NP Thissen abstained from voting.

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With no further business, the meeting adjourned.

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Present:

National Officers
President Richard G. Thissen
Secretary/Treasurer Jon Dowie

Regional Vice Presidents
Region I James P. Crawford
Region II Evelyn Kirby
Region III Clarence Robinson
Region IV Edward J. Konys
Region V Carol R. Ek

Region VI Marshall L. Richards
Region VII Rodney L. Adelman
Region VIII Helen L. Zajac
Region IX Richard Wilson
Region X William Shackelford

Staff
President & CEO of DRi Jennifer Dunlap
Legislative Director Jessica Klement
Grassroots Program Manager Molly Checksfield
NEB Executive Assistant Lynette Green

Guests
California Federation Past President Lea Zajac
Florida Federation Past President Kenneth Thomas
Region III FEEA Coordinator Arlette Thomas
District of Columbia Federation President Randolph Clarke

Legislative Director Klement’s PowerPoint presentation consisted of a Legislative Update, which included an overview of 2017 Medicare Premiums; U.S. Postal Service Reform; Windfall Elimination Provision Reform; Federal Long Term Care Insurance Program (FLTCIP) Premiums; 115th Congress; Legislative Training Conference; NARFE in the News; NARFE-PAC: 2015-2016 Goals and Actual; Federation Conventions; and Protect America’s Heartbeat: Grassroots Leader Survey and NARFE All Member Grassroots Survey (Nov. 2016); 2017 (and beyond) Changes Agreed To; and 2017 (and beyond) Changes for NEB Discussion. (PowerPoint presentation on file.)
Update given on the executive director hiring process. Presentation by Jennifer Dunlap, president & CEO of DRi, consisted of an overview of Executive Director Search, which included a Search Timeline; Advertisements; Criteria Matrix: Experience, Competencies and Fit, and Additional Qualifications; and Candidate Packets. (PowerPoint Presentation on file.)

Issues relating to merging of federations were briefly discussed.

The Board listened to and watched the NARFE Federal Benefits Institute webinar “Alphabet Soup of Health Plans,” given by Tammy Flanagan.

An update was given on database migration in-house. NS/T Dowie stated that the database migration will take place from December 15 through 18, 2016. The OAM (Online Activities Module), NARFE website and other systems will be down during this time.

The executive director search was briefly discussed.

Webinars, software vendors and conference registration vendor were discussed.

NS/T Dowie gave a report of the NARFE Finance and Investment Committee. ( Minutes on file.)

After discussion, the following motion was presented: #04-11-16. SUBJECT: Conformance with National Bylaws. Motion made by RVP Kirby and seconded by RVP Crawford for the National President to provide written guidance to federation presidents regarding information to be shared with and service to be provided to all members within their federation area. This should include guidance or templates in the near future regarding federation and chapter bylaws revisions necessary to be in agreement with national bylaws changes resulting from delegate decisions at the August 2016 National Convention. The guidance will allow and encourage dissemination to all members of:

• Newsletters and other federation and chapter communications regarding federationwide events such as conventions, conferences, training events and advocacy events.
• Opportunities to serve in officer and other leadership positions.
• Access to service officers.
• Information on matters where member votes are required and on the voting process for such.
• Opportunities to receive financial and other support extended to attendees of conventions, conferences, training events and advocacy events.

Dissemination can include posting information on the federation and/or chapter websites. National Bylaw Reference: Article I. Section 2. A.; Article IV. Section 4. B.; Article IV. Section 5. B.; and Article VI. Section 1. A. With a vote of 11 yeas and 0 nays, this motion passed. NP Thissen abstained from voting.

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Motion #05-11-16. SUBJECT: Change wording in mission statement. Motion made by RVP
Richards and seconded by RVP Zajac that “To sponsor and support legislation, rules” be deleted from the first sentence in the mission statement, and replaced with “To support legislation.” With unanimous vote, motion passed. NP Thissen abstained from voting.

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With no further business, the meeting adjourned.

Friday, November 18, 2016

Call to Order
Moment of Silence
Pledge of Allegiance
Roll Call

Present:

National Officers
President Richard G. Thissen
Secretary/Treasurer Jon Dowie

Regional Vice Presidents
Region I James P. Crawford
Region II Evelyn Kirby
Region III Clarence Robinson
Region IV Edward J. Konys
Region V Carol R. Ek

Region VI Marshall L. Richards
Region VII Rodney L. Adelman
Region VIII Helen L. Zajac
Region IX Richard Wilson
Region X William Shackelford

Staff
Director of Federal Benefits Service David Snell
Director of Marketing Bridget Boel
NEB Executive Assistant Lynette Green

Guests
California Federation Past President Lea Zajac
Florida Federation Past President Kenneth Thomas
District of Columbia Federation President Randolph Clarke

Motion #06-11-16. SUBJECT: Organization of NEB. Motion made by NS/T Dowie and seconded by RVP Shackelford that we adopt the following procedures and forms:

- Conflict of Interest Policy
- Code of Ethics
- Whistleblower Policy
- Annual Affirmation and Disclosure Statement
- Board Agreement
- Board Confidentiality Agreement.
With unanimous vote, **motion passed.** NP Thissen abstained from voting.

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A Federal Benefits update was given by Director of Federal Benefits Service Snell. The topics that were briefly covered: Healthcare Open Season; Medicare Open Enrollment Period; Contributions From Annuities to Combined Federal Campaign; Cost of Living Adjustment; FLTCIP; and Federal Employees Health Benefits Program. The update was followed by a question-and-answer session.

The Strategic Planning process for 2017/2018 was discussed. The process continues based on 2015 Plan and the Future of NARFE (FON) Report.

NP Thissen proposed that NS/T Dowie become nonresident. The responsibilities and authorities of National Secretary/Treasurer in becoming nonresident were discussed.

After discussion concerning the nonresidency of the NS/T, the following **motion** was presented: **Subject: Residence of National Secretary/Treasurer.** **Motion** made by RVP Adelman and seconded by RVP Konys that the residency of the National Secretary/Treasurer transition from the Washington, DC, area to the home residency of the incumbent. Duties do not change. Salary adjustments will be made based on workload. Effective on date of the motion. With a vote of 11 yeas, 0 nays, and 1 abstain this **motion passed.** Estimated cost of implementation: zero. Projected savings: TBD.

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Discussion continued of the Strategic Planning process for 2017/2018. After discussion, it was determined that some items be referred to the Strategic Planning Committee for review.

NS/T Dowie noted several items that will be referred to the Strategic Planning Committee for review: unification of dues; leadership qualifications; leadership training; marketing perspective for attracting new leadership; the possible merging of federations where warranted; and one Automatic Clearing House (ACH) direct deposit file.
The Board suggested that the discussion concerning the financial structure and issues that are unique to NARFE be referred to the Strategic Planning Committee for review.

NP Thissen addressed a question concerning the number of members recruited through the incentive program. He stated that 146 were recruited in September 2016, 190 were recruited in October 2016, and currently 182 in November 2016.

The duties and responsibilities of the executive director were briefly reiterated.

NP Thissen asked that the Board give nominations for the Strategic Planning Committee by December 1, 2016.

The expectations of the Strategic Planning Committee were discussed.

Director of Marketing Boel discussed potential workshops, conference topics and speakers for 2018 NARFE Convention.

NP Thissen recapped the motions passed and items discussed.

With no further business, the meeting adjourned.

**The next scheduled NEB meeting will be held March 10-12, 2017, at the Hilton Mark Center in Alexandria, VA.

Jon Dowie
National Secretary/Treasurer