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To: NADE Board of Directors

From: Tonya M Scott

Date: February 27, 2018

Subject: NADE Midyear Board Meeting Minutes,

 Royal Sonesta InterContinental Harbor Court Hotel

 Baltimore, Maryland

February 22-23, 2018

NADE President, Jennifer Pounds, called to order the NADE Mid Year Board meeting at 8:01 am on February 22, 2018.

The following persons were present: Jennifer Pounds, Sharon Brady-Bland, Tonya Scott, Julie Kujath, Patricia Chaplin, Alice Rich, Marjorie Garcia, Thomas Gautier, Billie Thomas, Ayanna Conley, Jeff Price, Melissa Williamson, Sara Winn, and Richard Todd Deshong.

Absent: Meredith Rogan.

**Recognition of Guests:**

Anne Graham – Retiree (Mid-Atlantic Region)

Acceptance of Proxies:

There was one proxy presented: Meredith Rogan, Mid-Atlantic Regional Director designated her proxy to Sara Winn, Communications Director.

Review of the Agenda, Additions, Deletions, Approval:

The agenda was reviewed. The following new/additions were added:

1. Funding for Ad Hoc Committee member, Maria Whiting for NADE NTC 2018 – Julie Kujath.
2. Recruitment – DDS Administrators – Trish Chaplin.
3. Transitions of Treasurer’s Duties – Julie Kujath.
4. Regional Conference Calls – Todd Deshong

Marjorie Garcia moved to approve the agenda, with noted changes; Thomas Gautier seconded; motion passed.

 Review of Minutes of Previous Meeting (New Board Meeting 2017):

 A motion was made to dismiss with the review of the previous meeting minutes; motion passed.

Opening Remarks by the President: Jennifer Pounds thanked everyone for all of their support. She noted we had a lot of information to cover on the agenda; she asked all to be mindful and respectful of everyone’s opinions during the discussion.

 Speaker Assignments:

 Mary Horne Thursday February 22 2018, 10:30am-12:00pm: Jeff Price

 John Owen Thursday February 22, 2018, 10:30am-12:00pm: Thomas Gautier

 Gina Clemons Thursday February 22, 2018 1:30pm -2:30pm: Marjorie Garcia

 Acting IOG Gale Stone Thursday, February 22 2:30pm-3:30pm: Todd Deshong

 DCPS: Friday, February 23, 2018 10:00am: Ayanna Conley (NOTE: Due to scheduling conflicts, this presentation was cancelled.)

Review of Reports:

Reports were submitted to the board in advance to be reviewed. Jennifer Pounds allowed all to comment/add additional information to the reports submitted. All reports were reviewed.

 Executive Officers Reports: Julie Kujath motioned to accept the reports, Billie Thomas second; motion carried. There was no discussion.

Regional Director’s Reports: Marjorie Garcia motioned to accept the reports, Alice Rich second; motion carried. There was no discussion.

Council of Chapter President Chairperson Report: Julie Kujath motioned to accept the report, Thomas Gautier second; motion carried. There was no discussion.

Appointed Director’s Reports: Julie Kujath motioned to accept the reports, Marjorie Garcia second; motion carried. There was no discussion.

Committee Reports: Julie Kujath motioned to accept the reports, Trish Chaplin second; motion carried. There was no discussion.

Old Business:

 A. Tax Status Update – Todd Deshong: All of the information pertaining to our tax status has been submitted. The IRS has acknowledged receipt of the information and they will notify us if any additional information is needed. It has been a long process, but it appears that we will soon achieve our new tax status.

 B. Awards Criteria Approval and Deadlines – The awards criteria information was reviewed. The deadline for submissions is June 8, 2018. Julie Kujath motioned to approve the awards criteria and the noted deadline for submissions, Thomas Gautier second; motion carried. There was no discussion.

 C. New Medical Consultant Award Proposal – Marjorie Garcia – Marjorie Garcia presented criteria review for a medical consultant’s award to honor and recognize a medical consultant who has made outstanding contributions pertaining to the disability process. Alice Rich motioned to approve the proposal, Julie Kujath second; motion carried. There was no discussion.

 D. Update on NADE NTC 2018 (Arlington) - Tonya Scott/Sara Winn – Sara Winn presented the information on behalf of Meredith Rogan and Kyle Lawrence. The hotel has been booked and the contract has been signed, however, the current conference website is not yet fully operational. There is no detailed agenda information available for review. There were several critical issues pertaining to the conference that needed to be addressed immediately, especially in light that the conference is currently six months away. Jennifer Pounds will schedule a conference call with the conference committee, Tonya Scott, and Sharon Brady-Bland as soon as possible to address status of conference.

E. Regional Restructuring Presentation – Thomas Gautier/Jeff Price – A detailed report was presented on behalf of the NADE Ad Hoc Regional Restructuring Committee. There was an in-depth discussion involving the information presented. It was stressed that NADE really needs to think outside the box to do what is best for the interest of NADE. It was noted that the manner in which the restructuring information was presented at the General Membership meeting in August 2017, was not clear or thought-out. It was suggested that a survey be submitted to the general membership to obtain thoughts/suggestions/feedback regarding restructuring. In the process of the restructuring discussion, it was also noted the NADE board need to be streamlined, as well. There were certain positions (non-voting positions) that may not need to attend the NADE Midyear meetings, such as Membership Director, Communications Directors, and Council of Chapter Presidents Chair. Jennifer Pounds thanked the committee for all of their hard work. The information provided would be shared with the general membership for discussion/feedback.

Ayanna Conley motioned to have the Bylaws amended to have the CCP Chair downgraded from a funded chair position to a committee chair position. Julie Kujath second. There was no discussion.

New Business:

1. Bid on NADE NTC 2019 (Atlanta) – Ayanna Conley – Information was shared with the Board regarding the site visits/considerations for the NADE National Training Conference in Georgia for 2019. Several hotels were reviewed; based on the location and needs for the training conference, the selection was narrowed down to two possibilities. Both of the selections reflect a hotel cost of $148-160, which may see high based on past conference room cost. It was noted the metro Atlanta area is an expensive area, especially during the summer months. The board discussed the matter and agreed the room cost was reasonable for the metro Atlanta area.
2. NDPW Theme for 2018: “Detective DDS Solves the Case” June 18-22, 2018 – The NDPW Committee has selected a theme for NDPW Week. Julie Kujath motion to accept the theme, Marjorie Garcia second; motion passed; there was no discussion. The CCP Chair and RD’s are encouraged to share the information with the chapter presidents as soon as possible.
3. Password and account for Website – Thomas Gautier – Currently when a person tries to access the website for chapter information, one cannot do so without a password. This makes it difficult for non-members to find out chapter information for their area or how to contact chapter presidents for additional information. This was originally constructed in this manner in order to keep non-members from being able to obtain address/email information for members. As it stands now, it is difficult for non-members to obtain information regarding NADE. The Regional Directors will contact chapter presidents regarding contact information they want posted on website, and provide this information to CCP Chair, Ayanna Conley. Julie Kujath motioned to remove the restricted portion from the website, Thomas Gautier second; motion passed. There was no further discussion
4. RD Recruitment Money – Julie Kujath – Monies for RD recruitment was removed from the budget in preparation for possible tax status expenditures. The tax status expenditures may not be as large as anticipated. Julie Kujath motion to return the $700 ($100.00/per region) to the RDs’ budget for recruitment/retention. Trish Chaplin second; motion passed, there was no additional discussion.
5. NADE Certification- Jennifer Pounds – All RDs were asked to remind members to submit information for re-certification.
6. SDM status/Effect on DDSs to date- Marjorie Garcia – At this time there are no additional updates from those previously provided. Jennifer Pounds will ask John Own to address at next scheduled conference call with ODD.
7. CDIU Update and success- Todd Deshong – Todd Deshong thanked Jennifer Pounds and the board for the opportunity to serve on this committee. An email introduction was used to kick off a membership drive within the CDIU committee. There has been some minor success, however, the committee will continue to reach out and attempt to have more CDIU staff members enrolled as NADE members.
8. NADE National Training Conference Funding for Maria Whiting (Alabama) – Julie Kujath – Maria Whiting has played an instrumental part in researching/obtaining/finalizing information needed for the IRS for our current tax status. As a member of the Ad Hoc Tax Committee, Maria Whiting is willing to attend the conference to answer any questions members may have regarding our tax status. Julie Kujath motion to fund travel for Maria Whiting and ½ of her hotel fee for three days to the NADE NTC 2018 (with a cap not to exceed $1000.00). These funds will be taken from the Tax Expenditures. Marjorie Garcia second, motion passed, there was no additional discussion.
9. State/Regional Templates – Todd Deshong – This information pertains to our new tax status and it can be added to the website for states to utilize. Todd will finalize the information and follow-up at the NADE Old Board Meeting 2018.
10. Recruitment – Trish Chaplin – It was noted that most DDS Administrators are not members of NADE. It was felt that it would reflect more positively for members to have the DDS Administrators join. Jennifer Pounds will modify a possible recruitment letter to send out to administrators.

 K. NADE Top Issues for 2018:

* **Unified Process:** We support a unified process for disability evaluations across the nation. Having a unified process for processing claims, with all DDSs using the same methods and procedures in their evaluation of disability claims, will ensure claimants are treated fairly and receive the same consideration during the evaluation process.
* **Budget:** We support an appropriate level of funding for SSA and DDSs to ensure that sufficient resources, including staffing levels and funds to expand SSA’s IT (e.g., DCPS) and fraud initiatives (e.g., CDIUs), purchase medical evidence of record (MER) and consultative examinations (CE’s), are available to process the Initial, Reconsideration, Continuing Disability Reviews and Special Case workloads. This level of funding is critical to the success of our mission to provide excellent customer service. We support improvements in customer service, including improvements in processing time and significant reductions in the number of pending claims at the initial, reconsideration and hearing levels. It is critical that SSA and the DDSs should be able to continue hire new staff to fill vacancies created by years of hiring freezes. We support the availability of overtime in the DDSs so experienced staff can be utilized to further eliminate the number of pending claims and reduce the processing times. DDSs made significant new hires in FY 2014 that will eventually contribute to these goals. However, given the timeframe of at least 2-3 years before a new disability examiner can become proficient in the performance of their job duties, it still will fall on the shoulder of the more experienced disability examiners to carry the load in the ongoing efforts to reduce pending claims, reduce processing times, and increase decisional accuracy. Until new hires become proficient in the performance of their jobs, the availability of overtime for experienced adjudicators is essential for DDSs to meet performance goals.
* **Continuation of the Disability Examiner Authority (DEA):** We support a national continuation of the Disability Examiner Authority (DEA) for QDD (Quick Disability Decision) and CAL (Compassionate Allowance) claims. NADE also seeks the enhancement of the role of the DDS Medical Consultant as a true consultant, especially on the more complicated disability cases.
* **Disability Program Integrity:** We support Disability Program Integrity initiatives, including revisions in the Continuing Disability Review (CDR) process and expansion of the Continuing Disability Investigation (CDI) units.
* **Medical Improvement Review Standard (MIRS):** We support a careful re-examination of the Medical Improvement Review Standard (MIRS) and its impact on the disability program. The necessity to apply MIRS, as it currently exists, in CDR claims precludes the ability of the DDSs to cease benefits for a majority of claimants who were underserving when their claims were allowed but whose medical condition remains static.

 Other Business:

1. NADE Capital Hill Visits – Washington, DC, April 8-13, 2018

 Action Items:

1. Midyear Speaker articles due to Jennifer Pounds by 03/01/2018
2. Jennifer Pounds will contact the NADE NTC Committee for an update regarding the 2018 conference status. An update will be provided by 03/15/2018
3. Todd Deshong will present Bylaws changes for CCP at Old Board Meeting, August 2018.
4. Melissa Williamson will assist retiree Anne Graham with accessing her NADE membership by 03/02/2018.
5. Regional Directors will contact all chapter presidents regarding contact information they want shared on the NADE website. This information will be provided to Ayanna Conley by 03/15/2018.
6. Todd Deshong will follow up at Old Board Meeting regarding tax templates for states/region.
7. Date for NADE Midyear 2019 will be provided by March 15, 2018.

SSA Guest Speakers:

* Mary Horne, SSA Associate Commissioner, Office of Learning
* John Owen, SSA Associate Commissioner, Office of Disability Determinations
* Gina Clemons, Associate Commissioner, Office of Disability Policy
* Cheryl Williamson, Directory, Office of Medical Policy
* Dan O’Brian, Director, Office of Vocational, Evaluation, and Process Policy
* Jamie Lucero, Acting Deputy Associate Commissioner, Office of Disability Policy
* Gale Stone, Acting SSA Inspector General

Jennifer Pounds, NADE President, adjourned the meeting.

Minutes submitted by: Tonya M Scott, NADE Secretary/Past President

Minutes approved: