



COALITION OF FEDERAL OMBUDSMAN

MEETING MINUTES

Meeting Date/Time: May 08 2019 1:30pm – 3:00pm

Location: CFPB – 1700 G Street, NW, Washington, DC 20552

Agenda:

1. COFO Membership Location
2. COFO Mentoring Committee Update
3. ABA Dispute Resolution Conference Reflections
4. Discussion Topic
5. Your Topic
6. Announcements

Highlights:

1. COFO Membership Location

- a. Location: June meeting will be held at the Smithsonian, 1100 Jefferson Street.

2. COFO Mentoring Committee Update

The Mentoring Committee has begun their June Cohort, second cohort. We have six mentor candidates, three mentee candidates (three pairs). We look forward to reaching out to our mentors and mentees following the matching process. The Committee has decided to hold two cohorts a year. The next cohort will take place in January 2020 and we will begin taking applications in October 2019. Requirements for mentor/mentee include,

- a. Mentee candidacy: be a current practicing ombuds
- b. Mentor candidacy: practiced in the ombuds function previously or currently for a minimum of three years
- c. If you have any questions, please contact COFOMentoring@nih.gov

3. ABA Dispute Resolution Conference Reflections

- a. The conference was successful in presenting a variety of issues ranging from current opioid crisis, sexual harassment, ombuds (what's in the name), to access to legal counsel in rural areas.

4. Ombuds' Day: 10 October, 2019

- a. Theme: Ombuds: Unusual Name, Important Service
- b. The goal of this event is to increase awareness of the ombuds role with the public. The committee is currently working to make Ombuds Day an official day via local governments.
- c. The awareness will serve to emphasize the importance of the function. The committee encourages all ombuds serving in the private and federal sectors to celebrate this day. A toolkit with templates will be released soon. Practitioners are encouraged to celebrate

this day by enhancing the awareness through their agencies, senior leader buy in, social media, and local news.

- d. For inquiries, please contact Ken Skodacek - Food & Drug Administration (Ken.Skodacek@fda.hhs.gov).

4. Discussion Topic: Bullying: How do we define bullying? How do we identify bullying in our day to day work?

- a. Definition: A pattern of behavior displaying power imbalance and level of aggression against another individual.
 - i. WorkplaceBullying.org presents a definition: "Workplace Bullying is repeated, health-harming mistreatment of one or more persons (the targets) by one or more perpetrators. It is abusive conduct that is: Threatening, humiliating, or intimidating, or Work interference — sabotage — which prevents work from getting done, or Verbal abuse."
- b. Where is the line between harassment and bullying? The line is determined by the pattern of behavior against a targeted individual. The main element is the impact the aggressive behavior has on an individual who is targeted.
- c. NSA is currently working on an anti-harassment policy that includes a definition of bullying (in accordance with DoD Regulation 1020.03).
- d. Passive bullying is experienced when one individual is targeted in a group, impacting others in the group who become fearful of speaking up, changing the behavior and dynamic of the entire group.

5. Your Topic: An open forum-space for new ombuds practitioners to ask questions and/or share thoughts to COFO members. We will continue this space for all meetings going forward.

- a. A request for an instruction on scientific conflict resolution: Specifically, the request is to help with how to manage scientific conflict resolution and what type of information may be shared (within a peer review model). The request should also provide guidance on how to interface internal with external dispute resolution.
- b. FOYA: need assistance or guidance on what we release to FOYA vs confidential information
 - i. Under the Alternative Dispute Resolution (ADRA) Act, exemption 3: there is verbiage on the release of records. ACUS study addresses similar guidance on release of records.

6. Announcements

a. Conference: U.S. Ombuds Association Conference will take place in Honolulu, Hawaii from 18-20 September 2019.

b. Job Announcements

- i. Department of Homeland Security: Joint Duty Assignment, GS 14, TS/SCI for one year at the Office of I&A. The position requires a current Top Secret Clearance. For questions, please contact Mollie Berg: mary.a.berg@nga.mil

Attendees

Last	First	Department	Agency	In-Person
Berg	Mollie	Department of Defense	National Geospatial-Intelligence Agency	1
Maurer	Bill	Department of Energy		1
Delpesche	Andrew	Department of Homeland Security	United States Secret Service	1
Doyle	Bill	Department of Homeland Security	United States Secret Service	1
Milne	Heather	Consumer Financial Protection Bureau		1
Sotoudeh	Paul	United States Patent and Trademark Office		1
McNeil	Tracey	U.S. Securities and Exchange Commission		1
Weber	Guy	Department of Defense	National Geospatial-Intelligence Agency	1
			Total	8
Last	First	Department	Agency	Call In
Asar	Sharen	Consumer Financial Protection Bureau		1
Balick	Howard	Department of Health and Human Services	Food and Drug Administration	1
Bolden	Anna	U.S. Federal Reserve		1
Bookstein	Monique	Federal Bureau of Investigation		1
Brown	Andrea	United States Patent and Trademark Office		1
Bryon	Jason	Department of Health and Human Services	National Institutes of Health	1
Day-Lewis	Kimberley	Department of Homeland Security	Federal Law Enforcement Training Center	1
Donnelly	Wanda	U.S. Department of State		1
Edwards	Jose	CIS		1
Gnatt	Sheldon	National Security Agency		1

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Gordon	Laurel	Department of Justice	US Marshals Service	1
Lenkel	Lauren	Department of Health and Human Services	Food and Drug Administration	1
Kamenshine	Wendy	Consumer Financial Protection Bureau		1
Katherine	Erica	Department of Health and Human Services	Food and Drug Administration	1
Kith	Sarah	Department of Health and Human Services	National Institutes of Health	1
Lard-Whiteford	Sherry	Health and Human Services	Food and Drug Administration	1
Leone	Joe	National Security Agency		1
Levine	Lisa	Department of Justice		1
Manderson	Katie		State of Texas	1
Mateen	Fatima	CIS		1
McGuire	Carrie	Office of Government Information Services	NARA	1
Merrix	Celeste	Department of Homeland Security		1
Michael	David	Department of Health and Human Services	National Institutes of Health	1
Miller	Rozmyn	Consumer Financial Protection Bureau		1
Murphy	Martha	Office of Government Information Services	NARA	1
Patel	Bina	NGIC		1
Rowe	Mary	MIT		1
Skodacek	Ken	Health and Human Services	Food and Drug Administration	1
Smith	Tyler	Department of Health and Human Services	National Institutes of Health	1
Stukes	Jock	National Reconnaissance Office		1
Tudisco	Becky	U.S. Department of Treasury		1
Vermillion	Chris	Department of Homeland Security	Transportation Security Administration	1
Walker	Don	Department of Defense	US Army Medical Command	1
Wolfe	Alexandria	Department of Homeland Security	Transportation Security Administration	1
Zeller	Jessica	Health and Human Services	Food and Drug Administration	1
			Total	35