

Meeting Agenda

- Date: **February 4, 2014**
- Host: **U.S. Department of Health & Human Services (HHS)
200 Independence Avenue, S.W.
Washington, DC 20201
Fifth Floor Conference Room (505A)**
- 9:00 a.m. *Meet and Greet*
- 9:10 a.m. *Welcome and Introductions*
Peter Lee, 2014 Council Chairman
Treasury
- Functions and Responsibilities of HHS Executive Secretariat*
Jennifer Cannistra, Executive Secretary
HHS
- Sheila Bayne, Director
Office of Document and Regulations Management
- 9:30 a.m. *Affordable Care Act (ACA)*
Mayra Alvarez, Associate Director
Office of Minority Health
Office of the Assistant Secretary for Health
HHS
- 10:05 a.m. *Break*
- 10:15 a.m. *White House Update*
Joe Durham, Director
WH Agency Liaison
- 10:30 a.m. *Best Practice Discussion*
Survey Results
Peter Lee, 2014 Council Chairman
Treasury
- 11:00 a.m. *Committee Reports*
Membership and Meetings – Pat Morgan, HUD
Web – Tracy Catoe, Education
Plain Writing – Terry Layton, Commerce
Technology – TBD
- 11:15 a.m. *Open Forum*
- Adjourn Meeting*