

Commission on Indian Trust Administration and Reform

DRAFT Work Plan Approach for 2012 V1

The Commission duties as outlined in its charter are to:

- Conduct a comprehensive evaluation of DOI's management and administration of the trust administration system including a review of the report of a management consultant hired in accordance with Secretarial Order 3292 (*paragraph 4A*);
 - Review the DOI provision of services to trust beneficiaries (*paragraph 4B*);
 - Review input from the public, interested parties and trust beneficiaries, which should involve conducting a number of regional listening sessions (*paragraph 4C*);
- Consider the nature and scope of necessary audits of the Department's trust administration systems (*paragraph 4D*);
- Consider the provisions of the American Indian Trust Fund Management Reform Act of 1994 providing for the termination of the Office of Special Trustee for American Indians (*paragraph 4G*)

Recommend options to the Secretary:

- To improve the DOI management and administration of the trust administration systems based on the information obtained from the above activities. Recommendations should include whether any legislative or regulatory changes are necessary to permanently implement such improvements. (*paragraph 4E links to 4A-C*)
- On the need for and scope of audits on the effectiveness of all management reforms implemented as a result of Secretarial Order 3292. The Department shall consider these recommendations in performing an audit of the effectiveness of such reforms. (*paragraph 4F links to 4D*)
- Consider the provisions of the American Indian Trust Fund Management Reform Act of 1994 providing for the termination of the Office of Special Trustee for American Indians, and making recommendations to the Secretary regarding any such termination (*paragraph 4G*).

Possible Commission product(s):

- A. A single report consisting of three chapters responsive to the above bulleted requested recommendations.
- B. Single reports responsive to each of the above bulleted requested recommendations.

The following table outlines an approach to the work of the Commission through December 2012. The document is draft and is contingent on review of the Commissioners and DOI. The initial format is based on preliminary ideas from individual Commissioners. The draft approach is intended to illustrate a way for the Commission to organize its work, while being inclusive and transparent.

	March	June	September	December
	Meeting #1 March 1-2	Meeting #2 June 7-8	Meeting #3 Sept 6-7	Meeting #4 Dec 6-7
Commission Meetings	Inform Commission re: legal parameters, Commission charge, budget, process options	Reach agreement on: <ul style="list-style-type: none"> • Report(s) outline • Objective criteria for guiding decision making for each task (if different) 	Evaluate alternatives on: <ul style="list-style-type: none"> • Options and their merits for trust management and administration • Options and their merits for nature and scope of audits 	Provisional agreements on recommended options for: <ul style="list-style-type: none"> • Trust management and administration • Nature and scope of audits
	Inform Commission on substantive work: <ul style="list-style-type: none"> • Historical overview of Departmental Trust Reform • Ongoing Trust Reform work from BIA and OST 	Commissioner reports on feedback from Indian Country. Discussion of how to integrate input related to each task (A-C) and/or final report(s).	Commissioner reports on feedback from Indian Country. Discussion of how to integrate input related to each task (A-C) and/or final report(s).	Commissioner reports on feedback from Indian Country. Discussion of how to integrate input related to each task (A-C) and/or final report(s).
	Clarify Tasks, Priorities and Products: <p>A. Comprehensive evaluation of DOI's management and administration of the trust administration system including:</p> <ul style="list-style-type: none"> • Review the DOI provision of services to Trust beneficiaries; • Review input from the public, interested parties and trust beneficiaries <p>B. Nature and scope of audits</p> <p>C. Provisions of American Indian Trust Fund Management Reform Act of 1994 providing for the termination of the Office of Special Trustee for American Indians</p>	Listening session to hear from: <ul style="list-style-type: none"> • Trust beneficiaries regarding trust administration and management services • Tribal leaders, organizations, policy scholars, legal experts re trust administration • Additional topics as identified by Commission 	Listening session to hear from: <ul style="list-style-type: none"> • Tribal leaders, beneficiaries organizations, policy scholars, legal experts re provisions in American Indian Trust Fund Management Reform Act of 1994 providing for the termination of the Office of Special Trustee • Additional topics as identified by Commission 	Evaluate alternatives on: <ul style="list-style-type: none"> • Options and their merits for provisions in American Indian Trust Fund Management Reform Act of 1994 providing for the termination of the Office of Special Trustee

Commission Meetings	Approve operating protocols	<p>Presentations by technical and subject matter experts regarding nature and scope of audits.</p> <p>Presentations by legal and policy experts regarding Office of Special Trustee.</p> <p>Report from management consultant re DOI trust management and administration system</p>	<p>Commission discussion of:</p> <p>Provisions in American Indian Trust Fund Management Reform Act of 1994 providing for the termination of the Office of Special Trustee:</p> <ul style="list-style-type: none"> • Alternatives, options • Determine additional information needs, initial analysis of strengths and weaknesses of options and implications 		
	Discuss, refine work plan, agree on plan and approach	<p>Commission discussion of: Trust management and administration system:</p> <ul style="list-style-type: none"> • Alternatives, options including potential legislative or regulatory options • Determine additional information needs, initial analysis of strengths and weaknesses of options and implications 			
	<p>Establish Commission work teams to:</p> <ul style="list-style-type: none"> • Create outline/framework for report(s) • Identify information needs and possible subject matter & technical experts for tasks • Discuss objective criteria/principles for guiding decision-making regarding options for each set of recommendations • Develop plan / protocol / template for outreach to and feedback from Indian Country 	<p>Commission discussion of:</p> <p>Need and scope of system audits:</p> <ul style="list-style-type: none"> • Alternatives, options • Determine additional information needs, initial analysis of strengths and weaknesses of options and implications 			

Between meeting activities	Expert Panel Webinars: <ul style="list-style-type: none"> • Provision of services (4 webinars)– experiences in different geographic regions from: tribal members, tribal gov’t, tribal organizations, DOI • Trust mgmt & administration (1-2 webinars) – insights from organizations, tribes, DOI • Audits of trust administration system (1-2) webinars – insights from auditing entities external to DOI and within DOI 	Expert Panel Webinars: <ul style="list-style-type: none"> • As needed Commissioner and DOI Outreach: <ul style="list-style-type: none"> • NCAI Mid-Year, June 17-20 Lincoln NE • Others as dates identified Schedule regional consultations for fall (Oct, Nov) and winter (Dec and Jan)	Expert Panel Webinars: <ul style="list-style-type: none"> • As needed Commissioner and DOI Outreach: <ul style="list-style-type: none"> • NCAI Annual Mtg, October 21-26 Sacramento CA • Others as dates identified Prepare for regional consultations	Commissioner and DOI Outreach: <ul style="list-style-type: none"> • Conferences/Meetings as dates identified Prepare for regional consultations	
	Coordinate work team activities, circulate working drafts among commissioners for review and input	Coordinate work team activities, circulate working drafts among commissioners for review and input	Coordinate work team activities, circulate working drafts among commissioners for review and input	Coordinate work team activities, circulate working drafts among commissioners for review and input	Prepare full working drafts among commissioners for review and input
	Address Meeting #1 action items	Address Meeting #2 action items	Address Meeting #3 action items	Address Meeting #4 action items	Address Meeting #4 action items
	Commissioner outreach to contacts	Commissioner outreach to contacts	Commissioner outreach to contacts	Commissioner outreach to contacts	Commissioner outreach to contacts
		Schedule 2013 meeting dates locations			