



January 2, 2024

Dear Tribal Leader:

The Department of Health and Human Services (HHS) Secretary's Tribal Advisory Committee (STAC) currently has vacancies for membership. I am soliciting your recommendation for nominations to serve on this Committee as the Primary or Alternate in areas with open seats.

The STAC was established in 2010 by HHS in an effort to create a coordinated, Department-wide strategy to incorporate Tribal guidance on HHS priorities, policies, and budget. The STAC's Tribal representation is comprised of seventeen positions: one delegate (and one alternate) from each of the twelve Indian Health Service (IHS) areas, and one delegate (and one alternate) for each of the five National At-Large Member positions. In working closely with Tribal leadership on this Committee, the Department has elevated the level of attention given to the Nation-to-Nation relationship with Indian Tribes and has developed mechanisms for continuous improvement and communication with our partnerships with Tribes.

Due to standard term expirations, we have several vacancies to fill. I am requesting your support in nominating candidates for the following vacancies on the STAC. Those selected will serve a two-year term. The vacancies open for nomination are:

1. Alaska Area Primary and Alternate
2. Albuquerque Area Primary and Alternate
3. Billings Area Primary and Alternate
4. Great Plains Area Primary and Alternate
5. Phoenix Primary and Alternate
6. National At-Large Primary Delegate (2)
7. National At-Large Alternate Delegate (1)

All nominees must either be elected or appointed Tribal officials acting in their official capacity as elected officials of their Tribes or be designated by an elected Tribal official with the designee having authority to act on behalf of the Tribal official. Nominations *must be* made by an elected or appointed official from a federally recognized Tribe acting in his or her official capacity.

#### ***Area Representatives***

Area Representatives, also referred to as Primary and Alternate Delegates, should be an elected Tribal official or designated representative that is qualified to represent the views of the Indian Tribes in the respective area for which they are being nominated.

#### ***National At-Large Members***

To achieve the broadest coverage of HHS-related national perspectives and views, the STAC includes five positions for National At-Large Members. A National At-Large Member should be an elected official or designated representative that is qualified to represent the views of the nominating Tribe and of Tribes on the national, collective perspective, including but not limited to, such views expressed by groups like the National Congress of American Indians, National Indian Health Board, Tribal Self-Governance Advisory Committee, Direct Service Tribes Advisory Committee, National



Indian Child Welfare Association, National Indian Head Start Director's Association, and National Tribal Environmental Council.

Nominations will be considered for selection in the priority order listed below. If there is more than one nomination in the priority list, individuals who have a letter of support from Tribal officials acting in their official capacity shall have priority. Letters of support from Tribal organizations will also be taken into consideration when selecting the Primary and Alternate Delegates.

1. Tribal President/Chairperson/Governor
2. Tribal Vice-President/Vice-Chairperson/Lt. Governor
3. Elected or Appointed Tribal Official
4. Designated Tribal Official

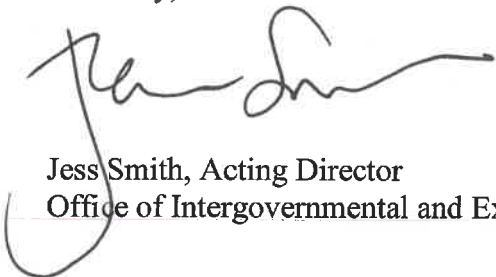
HHS will support the travel of the Primary Delegate to attend in-person meetings of the STAC or, if the Primary Delegate cannot attend, will pay for the Alternate's travel. We encourage you to submit your nomination letter, no later than **February 9, 2024**, to:

Jess Smith, Acting Director  
Office of Intergovernmental and External Affairs  
U.S. Department of Health and Human Services  
200 Independence Avenue, SW, Room 620-E  
Washington, DC 20201  
E-mail: [STAC@hhs.gov](mailto:STAC@hhs.gov)

Selections will be made and individuals notified by **February 16, 2024**. Detailed information about the STAC can be found at <http://www.hhs.gov/iea/tribal/aboutstac/index.html>.

Thank you for your continued hard work and support of our efforts to build healthier communities. If you have any questions or would like to discuss the STAC further, please feel free to contact the Tribal Affairs team at [TribalAffairs@hhs.gov](mailto:TribalAffairs@hhs.gov).

Sincerely,



Jess Smith, Acting Director  
Office of Intergovernmental and External Affairs