



January 18, 2017

Dear Tribal Leader:

The *National Institutes of Health's (NIH) Tribal Consultation Advisory Committee (TCAC)* currently has vacancies for membership and the **deadline has been extended to February 24, 2017**. I would like to solicit your recommendation for nominations to serve on this committee for the areas that have an open seat.

The NIH TCAC was established in 2015 to provide a venue wherein tribal representatives and NIH staff can exchange information about NIH research policies and program priorities. As an advisory committee, the NIH TCAC provides recommendations on the development of relevant NIH policies, programs, and priorities. The NIH TCAC'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 five National At-Large Member positions.

The vacancies open for nomination and their term end dates include:

1. Albuquerque (Delegate and Alternate); term ending 09/28/2017.
2. Billings (Alternate); term ending 09/28/2018.
3. California (Alternate); term ending 09/28/2018.
4. Great Plains (Alternate); term ending 09/28/2017.
5. Oklahoma (Alternate); term ending 09/28/2018.
6. Phoenix (Delegate and Alternate); term ending 09/28/2018.
7. National At-Large Member (5 Alternates); two terms ending 09/28/2017 and three terms ending 09/28/2018.

Each area representative must be an elected official or a tribal employee, who is designated to act on behalf of a tribal leader and is qualified to represent the views of the Indian Tribes in the area for which he/she is being nominated. Each national at-large representative must be an elected official or designated representative who is qualified to represent the views of tribes from a national collective perspective (for example, views of groups such as 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 Directors Association or National Tribal Environmental Council).

Please submit nomination letters on tribal letterhead signed by tribal leaders, a resume/CV, a cover letter from the nominee, and contact information for the nominee and nominating tribal leader. Nomination packages should be submitted no later than **February 24, 2017** to:

Robin Kawazoe  
Deputy Director  
Division of Program Coordination, Planning, and Strategic Initiatives  
Office of the Director, NIH  
1 Center Drive, Building 1, Room 260  
Bethesda, Maryland 20892  
Email: NIHTribalCommittee@od.nih.gov

Nominations will be considered for selection in the priority order listed below:

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

In the event there is more than one nomination for a specific area, letters of support from regional tribal organizations will be taken into consideration when selecting the primary and alternate delegates. We plan to notify nominees by the end of March 2017.

Conference calls are held on a monthly basis and two in-person meetings a year are held in Bethesda, Maryland. The NIH will support the travel of the representatives and their technical advisors to attend the in-person meetings. Detailed information about the NIH TCAC can be found at <https://dpcpsi.nih.gov/thro>.

The NIH is committed to continuing its efforts to improve relations with tribal nations and to partnering with tribal nations to use the power of science to support healthier communities. If you have any questions or concerns, please feel free to contact Robin Kawazoe at [kawazoer@mail.nih.gov](mailto:kawazoer@mail.nih.gov) or by phone at 301-402-9852. Thank you for your support in this endeavor.

Sincerely,



Lawrence A. Tabak, D.D.S., Ph.D.  
Principal Deputy Director, NIH  
NIH Liaison to the Secretary's Tribal Advisory  
Committee