GSS Executive Board Meeting Minutes
Friday, January 17, 2020 – 11am

Attending: William Cecere, Tara Murphy, Jenny Thompson, Michael Yang

Regrets: Jenny Guarino, Elizabeth Mannshardt, Wendy Martinez, Michael Messner, Jennifer Parker

Next GSS Board Meeting: Friday, February 7th @ 11am  Friday, February 14th @ 11am

1. Administrative Items
   a. Next scheduled board meeting
      i. Due to schedule conflicts, meeting date has been revised to Friday, February 14th at 11am
   b. Minutes/Action items from December meeting
      i. Discuss action items
         1. JSM GSS Roundtable Submissions due February 4
            a. Will sent out request for roundtable submissions but didn’t hear from anyone
            b. It would be good to have at least three roundtables at JSM again, even if the Executive Board has to put together a couple
               i. Action Item: Jenny will put together a submission on the challenges to citizensh权 question and move to differential privacy for the 2020 Population Census
               ii. Action Item: Michael Y. held one on non-probability samples at JSM 2019. Due to large interest and great discussion at JSM 2019, Michael will put together another roundtable session submission on this topic for JSM 2020.
               iii. Action Item: Will will contact Elizabeth to determine whether a mentoring roundtable should occur again
                  1. David Morganstein, retiring from Westat, would be a good candidate for a mentor
   2. 2020 Elections
      a. Full slate of candidates provided to ASA
      b. Some interest gleaned for 2021 elections
      ii. Minutes were approved and adopted without correction

2. GSS Charter and Operating Procedures
   a. Operating Procedures Manual Review
      i. First time ever having an operating procedures manual, which was recommended by the Council of Sessions (COS)
      ii. Chair
         1. Main job is coordination of section activities and committees
         2. Also coordinates GSS awards and proposes section level initiatives
      iii. Chair-Elect
         1. Primarily role is learning the role of the Chair and supporting the Chair
      iv. Past Chair
         1. Chair of Committee on Nominations
            a. Primary function is to gather and lead the nominating committee
      v. Secretary/Treasurer
         1. Prepares meeting minutes
         2. Works with Chair and Chair-Elect on meeting agendas
3. Prepares annual budget
4. Monitors section’s revenues and expenditures
5. Prepares annual financial report and shares with section at annual JSM business meeting
6. Works with Publications Chair to post minutes on website

vi. Program Chair
1. Organizes and coordinates JSM invited paper, contributed paper, topic contributed paper, invited poster, and contributed poster sessions
2. Works with other sections to coordinate program

vii. Program Chair-Elect
1. Organizes JSM roundtable sessions
2. Coordinates and selects student contest winners
   a. 27 papers were submitted for 2020
   b. Winners have been selected

viii. Publications Chair
1. Historically, coordinates all publications that come through ASA
2. New: Coordinates GSS newsletter

ix. COS Representative
1. Three year position
2. Deals with everything related to COS, including attending mandatory Sunday afternoon meeting and Thursday morning meeting at JSM with all of the ASA sections
   a. Relay information from ASA to the section
   b. Requests through ASA to sections are fed through COS (e.g., Annual Report)

b. Recent Version of Charter Review
   i. Changes proposed in fall 2019 will be voted on in April as part of the GSS electorate
   ii. No further review occurred

3. ASA Fellow Nominations
   a. GSS typically has a nominations committee to determine who in GSS should be nominated and then finds an ASA Fellow to nominate that candidate
      i. Deadline to submit application for 2020 is February 29
   b. To nominate an ASA fellow:
      i. A candidate is identified and an ASA Fellow to support such candidate is found
      ii. The ASA Fellow puts together a package of:
         1. Nomination form
         2. Three letters of support, two of which must be from ASA Fellows
            a. Fellows are only able to support one nomination each year
            b. 4 letters total (includes letter from nominator)
   c. It was determined no nominee will be submitted in 2020, due to timing issues (i.e., no preparation so far with looming deadline)
   d. Action Item: Board should determine who can be on the Nominating Committee for 2021
      i. It would be better to start the process as early as possible to get a commitment from an ASA Fellow to put together the packet
      ii. Michael Messner and Michael Davern should be approached, as they are all already Fellows and may have some experience
   e. Action Item: Board should consider anyone not currently an ASA Fellow who should be nominated
      i. Action Item: Jenny will share website listing all current ASA Fellows
4. Updating the GSS website
   a. Everyone on the current board should now have access to edit the GSS website
      i. **Action Item:** Board should log into GSS website to check their editing privileges
         1. May be easiest to log into ASA account first, then navigate to GSS website from ASA page
   b. Half of February 2020 meeting will cover website updates
   c. **Action Item:** Tara will upload minutes from 2017 – 2019 to the website

5. GSS newsletter in 2020
   a. Discuss in February or March someone to update the GSS newsletter, which Elizabeth put together on her own in 2019
      i. Consider bringing in someone outside of the executive board, or the incoming Secretary/Treasurer or Publications officer

6. Awards for 2020
   a. Wray Jackson Smith Award
      i. Due April 1, 2019 for 2019 selection, so likely due around the same time in 2020
      ii. Intended to reward promising young statisticians for their diligence, thereby encouraging them to consider a future in government statistics
   b. Roger Herriot Award
      i. Due April 1, 2019 for 2019 selection, so likely due around the same time in 2020
      ii. Intended to reflect the characteristics that marked Roger Herriot’s career, including dedication to the issues of measurement, improvements in the efficiency of data collection programs, and improvements and use of statistical data for policy analysis
   c. Jeanne E. Griffith Mentoring Award
      i. Due March 22, 2020
      ii. Awarded annually to a supervisor, technical director, team coordinator, or other statistical staff member who is nominated by a supervisor or co-workers for his or her efforts in supporting the work and developing the careers of junior staff
   d. Pat Doyle Award
      i. Due April 1, 2019 for 2019 selection, so likely due around the same time in 2020
      ii. Awarded to a person who contributes to the GSS in a way that leaves a lasting impact on GSS and ASA

7. Jenny’s Availability
   a. Jenny is Program Committee chair of ICES VI, which is being held in June 2020. This will limit her availability in June.

8. Board Considerations
   a. Program Committee for an actual virtual workshop on Blended Data for Fall 2020 (September and October)
      i. Host an hour and a half webinar where speakers can join in and share their work/works in progress to a live, virtual audience
      ii. Permission has been received from ASA to do this entire series through 2020

9. Next Meeting
   a. February 14th at 11am
   b. Agenda topics
i. Awards committees
ii. Program committee for actual virtual webinar
iii. GSS website
   1. Updates: what and who

Officers
Chair: Jenny Thompson
Chair-Elect 2020: Michael Messner
Past Chair: Elizabeth Mannshardt
Secretary/Treasurer 2019-2020: Tara Murphy
COS Rep 2019-2021: Jennifer Parker
Program Chair 2020: Michael Yang
Program Chair-Elect 2020: Will Cecere
Publications Officer 2017-2020: Jenny Guarino