

MINUTES OF THE DECEMBER 9, 2024, MEETING OF THE COMPENSATION AND HUMAN RESOURCES COMMITTEE

The Compensation and Human Resources Committee (“Committee”) of the Board of Regents (“Board”) of the Smithsonian Institution (“Smithsonian”) held a videoconference meeting on December 9, 2024. Participating were Committee Chair Michael Govan and Committee members Senator John Boozman, Senator Gary Peters, Representative Garret Graves, Ambassador Barbara M. Barrett, Toni Bush, and Risa J. Lavizzo-Mourey. Compensation and Human Resources Committee Chair Michael Govan was unable to preside over the meeting. In accordance with the Committee Charter, Board and Executive Committee Chair Risa J. Lavizzo-Mourey acted in Mr. Govan’s stead.

Also present by invitation of the Committee were Inspector General Nicole Angarella; Chief of Staff to the Secretary Greg Bettwy; Director of the Office of Equal Employment and Supplier Diversity Aretha Carr; Under Secretary for Finance and Administration and Chief Financial Officer Ron Cortez; Deputy Chief of Staff to the Regents Kate Forester; Deputy Director for Talent Management Amelda Fuller; Special Assistant to the Regents Mallory Gianola (recorder); Director of the Office of Human Resources Antonio Guzmán; Manager of the Civil Branch Amanda Jones; Executive Resources Manager Suleyka Lozins; Chief Legal Officer Jennifer McIntyre; Deputy Director of Human Capital and Resource Management David Opkins; Deputy Secretary and Chief Operating Officer Meroë Park, Chief of Staff to Senator Peters, Caitlyn Stephenson; Counselor and Chief of Staff to the Regents Porter Wilkinson; and Head Diversity Officer Beth Ziebarth.

Pearl Meyer consultants Jim Hudner and Peter Wertheimer also participated in the meeting.

CALL TO ORDER AND AGENDA REVIEW

Risa J. Lavizzo-Mourey called the meeting to order at 10:00 a.m. and reviewed the agenda.

REVIEW OF THE OCTOBER 1, 2024, COMMITTEE MEETING MINUTES

Upon motion duly made and seconded, the draft minutes of the October 1, 2024, Committee meeting were approved.

INSPECTOR GENERAL COMPENSATION APPROACH

Dr. Lavizzo-Mourey outlined the Smithsonian’s method for determining the Inspector General’s compensation. The Committee reviewed the proposed update to the Inspector General Compensation approach. Based on the provisions for the compensation of Inspectors General as outlined in the Inspector General Reform Act of 2008, as well as changes to the Smithsonian Institution’s organizational chart approved by Congress, a review of the comparable group used to determine the compensation for the Inspector General was conducted. The proposed changes included the removal of one position and the additions of four positions to the comparable list. Nicole Angarella was recused from the discussion and vote on the proposed compensation approach.

Upon motion duly made and seconded, the following was approved:

VOTED that the Compensation and Human Resources Committee approves the revised Inspector General Comparable Group.

EXECUTIVE SEARCHES

Next, the Committee received an update on the progress of searches for six vacant senior level positions including Director of the Smithsonian Institution Traveling Exhibition Service|Smithsonian Affiliations; Director of the Smithsonian Libraries and Archives; Director of the Smithsonian Environmental Research Center; Director of the Asian Pacific American Center; Chief Information Officer; and Director of the Smithsonian American Art Museum.

WORKPLACE CULTURE UPDATE

Deputy Secretary and Chief Operating Officer Meroë Park then provided an update on workplace culture and briefed the Committee on results from the 2024 Smithsonian Employee Perspective Survey (“SEPS”). The Deputy Secretary reviewed the purpose, methodology, major themes, response rate, and internal communications process for the employee survey. Favorable ratings were noted for unit communication and collaboration, job satisfaction, and unit satisfaction. Areas for improvement were identified as career growth, employee recognition, and administrative nimbleness and innovation. Deputy Secretary Park also reviewed the summary scores and overall results as compared to other federal agencies. The Committee discussed the action plan and recommendations, which will be provided in January to Smithsonian leadership.

SMITHSONIAN CIVIL PROGRAM

To conclude the open session, Manager of the Smithsonian Institution Civil Branch Amanda Jones provided the annual update on the Smithsonian Civil Program. The Smithsonian continues to improve the SI Civil Program, the Smithsonian’s anti-harassment and workplace violence prevention program in the Office of Human Resources. Ms. Jones reported that in fiscal year 2024, SI Civil focused on three overarching areas: outreach and prevention initiatives, communication enhancements, and case resolution efficiency. Highlights included refined processes and procedures for conducting investigations, communicating with reporting individuals, and ensuring consistent approaches to case management. The Committee also reviewed case data for fiscal year 2024 and the SI Civil Program team goals for fiscal year 2025.

EXECUTIVE SESSION

The Committee moved into an Executive Session at approximately 10:47 a.m. to discuss the results of the pay equity analysis conducted by the Smithsonian's compensation consultant Pearl Meyer. The models identified and used job-based and incumbent-based factors that are currently influencing internal pay levels and did not find any bias in predicting pay levels based on any protected characteristics.

ADJOURNMENT

With no further business to consider, the meeting was adjourned at approximately 10:52 a.m.

Respectfully submitted,

Risa J. Lavizzo-Mourey, Board and Executive Committee Chair