



MILITARY DIVISION, STATE OF IDAHO
4040 W. GUARD STREET, BLDG 600
BOISE, IDAHO 83705-5004

C. L. "BUTCH" OTTER
GOVERNOR

THE ADJUTANT GENERAL
LAWRENCE F. LAFRENZ

NGID-TAG

11 August 2009

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Charter for the Idaho National Guard Federal Employees Compensation Act (FECA) Working Group

1. The name of this committee shall be the Idaho National Guard Federal Employees Compensation Act (FECA) Working Group.
2. The purpose of the FECA Working Group is to reduce the liability to the National Guard in terms of people, finance and lost workdays caused by FECA claims. Questionable claims will be reviewed to determine whether they can and should be controverted or challenged when appropriate. The FECA Working Group complements the efforts of Safety Councils already established and is now mandatory for all installation level organizations. (DoD 1400.25-M, 12 April 2005)
3. The functions of the FECA Working Group are:
 - a. Review all compensation cases for the purpose of identifying trends or correctable safety violations.
 - b. Recommend appropriate corrective actions to rectify violations or situations that endanger personnel or result in additional cost to the agency.
 - c. Reduce the escalating costs associated with accidents and injuries.
 - d. Review and maintain progress of personnel on the long-term periodic rolls.
 - e. Review the implementation and effectiveness of the Light Duty assignment program.
4. The membership of the FECA Working Group shall consist of the following:

Chief of Staff
Human Resource Officer (Chairman)
124th Wing Executive Officer
Director for Logistics J4
Director for Joint Installation Command
AASF Representative
Employee Relations Specialist

Safety Manager (Army)
Occupational Health Nurse (Army)
Safety /Occupational Health Manager (Air)
Injury Compensation Program Administrator
Union Representative
Recorder
National Guard Bureau Regional Liaison

NGID-TAG

SUBJECT: Charter for the Idaho National Guard Federal Employees Compensation Act (FECA) Working Group

5. The FECA Working Group shall meet quarterly. Attendance at meetings will be limited to members and invited participants. The agenda shall be set in advance by the chairperson based on input from FECA Working Group members and will be distributed prior to meetings.
6. The recorder will maintain written minutes of each meeting. Previous meeting minutes will be read and approved at each regular meeting. Distribution of minutes will be accomplished within two weeks following the meeting. A copy of all minutes will be provided to the Adjutant General.
7. The administration of the FECA Working Group shall be as follows:
 - a. The FECA Working Group is appointed by the Adjutant General.
 - b. Subcommittees may be appointed by the chairperson to study issues identified as necessary. Subject matter experts as required may augment membership on subcommittees. Unless designated as a standing committee all subcommittees will be dissolved upon completion of their tasking. Reports of subcommittees will be provided, in writing to the chairperson, (to include all findings and recommendations) within 20 days following completion of study.
 - c. FECA Working Group members unable to attend regular meeting should send a representative who is fully conversant in the area of responsibility.
8. The charter for the FECA Working Group may be amended by majority vote of the members.
9. This charter for the Idaho National Guard Federal Employees Compensation Act (FECA) Working Group is approved this date.


LAWRENCE F. LAFRENZ
Major General
Commanding General, IDNG

DISTRIBUTION:

JFID-CS-Z
JFID-HRO
124TH WG/CCE
JFID-LO-Z
JFID-JIC
IDCV-XO
IDAV-SA
JFID-SO
124TH WG/SEG