

Ilka V. Chavez MPA
Chief of Operations and Management
National Vaccine Program Office (NVPO)

Ilka Chavez is currently the Chief of Operations and Management at the National Vaccine Program Office (NVPO.) In this capacity she serves as a top level manager and shares with the Director overall responsibility for overseeing the development, administration and coordination of personnel, financial and management activities. She also serves as principal advisor and confidant to the Director of the National Vaccine Program Office in personnel and financial issues. In this capacity she has responsibility for planning, developing, establishing, coordinating, evaluating, and ensuring effective and efficient implementation and accomplishment of policies, programs, and activities. In addition to her day job, Ms. Chavez recently served on the Manassas City School Board, an elected position from July 2012 through January 2015.

Ms. Chavez has been with HHS over 20 years and served in various leadership roles. She most recently served as Quality Improvement Manager for the Office of the Assistant Secretary for Preparedness and Response at the U.S. Department of Health and Human Services (HHS). In this capacity, she was charged with leading a culture change focused on improving business processes and quality in a preparedness and response organization. She most recently served as Chief, Office of the Executive Secretariat for the same office.

Before joining ASPR, Ms. Chavez spent seven years as a policy specialist in the Office of the Secretary, Executive Secretariat, where she was responsible for policy, regulatory, and operational issues relating to the Office of Emergency Preparedness and Response, Medicare, Medicaid, Health Insurance Portability and Accountability Act (HIPAA), Food and Drug Administration, the Centers for Disease Control and the Office of Public Health Services (Office of Minority Health). In this capacity Ms. Chavez worked for three HHS Secretaries.

She also worked in the Centers for Medicare and Medicaid Services (CMS) (formerly known as HCFA) for five years. There she worked to establish the State Children's Health Insurance Program (SCHIP) outreach efforts, as well as on Medicare and Medicaid Program Integrity issues and other special projects. She served as a lead regional liaison responsible for ensuring that all issues related to the operations of the Medicare and Medicaid programs were communicated to and from the regional offices. In addition to her federal experience, Ms. Chavez held many positions in the Public and Private health care sector in New York City including: senior health policy analyst of the New York City Health and Hospitals Corporation, Community Health Planner at the United Hospital Fund, developing health centers, Health Planner at Columbia Presbyterian Hospital and a Managed Care Consultant at the Brooklyn Hospital Center.

Ms. Chavez received a Masters of Public Administration from Baruch College in New York and Bachelors of Science in Health Care Administration from the State University of New York – Utica. She is married and has two children.