

**Oregon APWA Leadership and Management Committee
2014 Work Plan**

Goal Area	Strategy	Action #	Action Description	Action Measurement	Action Timeline	Committee Member	Accomplishments
50 th Anniversary Celebration	The Oregon chapter strives to celebrate 50 years of chapter excellence in 2014.						
	Assist Scholarship Foundation and its goal of \$50,000	1.1	Provide L&M books for auction to benefit Scholarship Foundation or provide as a registration gift	Amount raised # of books provided	Fall conference October 2014	Lynn	1 book was provided and \$50 was raised
Education and Training	The Oregon chapter strives to provide meaningful educational opportunities in the practices of design, construction, administration, operation and maintenance of public works facilities and practices for its members and others in the public works field.						
	Support spring and fall chapter conferences	2.1	Provide up to three L&M sessions per conference	# of sessions # of attendees	Fall conf., submit June 2014 Spring conf., submit December 2014	Jim	1 session 3 sessions
		2.2	Provide at least one diversity session per conference	# of sessions # of attendees	Fall conf., submit June 2014 Spring conf., submit December 2014	Jim	3 sessions 2 sessions
		2.3	Promote and participate in the First Timers Program	# of L&M Committee members as mentors	Spring conference, March 2014 Fall conference, October 2014	Mark	1 mentor 1 mentor
Professional Development	The Oregon chapter strives to provide individual and corporate professional development opportunities in the field of public works.						
	Promote L&M and diversity topics	3.1	Submit L&M articles for the Oregon APWA newsletter	# of articles # of newsletters	March 1, 2014 June 1, 2014 September 1, 2014 December 1, 2014	All (each quarter rotates to new committee member)	0 articles 1 article 0 articles 1 articles
		3.2	Submit diversity articles for the Oregon APWA newsletter	# of articles # of newsletters	March 1, 2014 June 1, 2014 September 1, 2014 December 1, 2014	All (each quarter rotates to new committee member)	Included with the leadership articles.
		3.3	Book reviews posted on website	# of articles Feedback received	Quarterly, beginning December 2014 (after new website up)	Katie	2 book reviews
	Expand committee membership and participation	3.4	Encourage other members to join and participate in the L&M and diversity committee. <ul style="list-style-type: none"> As moderators and facilitators of chapter conference technical sessions, market the committee and solicit new members. Actively recruit members through the first timers program, technical sessions, membership committee meetings, NWPWI and included at the end of articles. 	# of committee members Double L&M committee membership in 2015 (currently 5; goal 10) Update after each conference	December 2014	All	4 members at the end of 2014 LM Committee members served as moderators and facilitators at both conferences. Solicited members.
	Create connection and mentorship opportunities	3.5	Create a mentorship program for graduates of the NWPWI utilizing mentors from the chapter. Launch pilot program	Number of participants 1-5	December 2014	Mark	Manual completed and posted on website. Attended NWPWI meetings to promote participation.
Outreach	The Oregon chapter strives to improve connections to and between members, agencies, service providers, and local communities.						
	Develop L&M and Diversity websites	4.1	Convert to the new chapter website	Conversation date	December 2014	Robert / Katie	Completed December 2014
		4.2	Update L&M website, providing educational links, book recommendations and link to APWA National website	Ongoing	December 2014, then monthly	Katie	Completed December 2014

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		4.3	Update the Diversity website, providing educational links, book recommendations and link to APWA National website	Ongoing	December 2014, then monthly	Katie	Completed December 2014
Advocacy Plan	The Oregon chapter strives to advocate for public works resources, funding, and regulation to better serve our nation, state, and local communities.						
	Provide nominations for local and national awards	5.1	<ul style="list-style-type: none"> Annual survey of chapter to choose Diversity Exemplary Practices Award Submit to National electronically 	Survey completed Nomination submitted	December 2014 / January 2015 National – March 1 deadline	L&M Committee	Committee selected agency and will submit nomination by March 2015 deadline.
	Encourage advocacy for public works issues	5.2	Provide link on L&M web page to Oregon chapter Advocacy page and to the Oregon Blue Book website. Support other strategies to encourage advocacy for public works issues	Links posted on website	December 2014	Robert / Mark	Completed December 2014
Other (L&M Specific)		6.1	Develop annual work plan	Work plan developed	July 2014 (half year) January 2015 (full year)	L&M Committee	Completed July 2014 Completed January 2015
		6.2	Provide strategic action items related to L&M and Diversity to chapter board, including any budget requests for following year	Report provided to chapter board	November 2014	L&M Committee	Provided Board information on the mentorship program initiative