

**Oregon APWA Leadership and Management Committee
2015 Work Plan**

Goal Area	Strategy	Action #	Action Description	Action Measurement	Action Timeline	Committee Member	Accomplishments
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	1.1	Provide up to four leadership, management and diversity sessions per conference	# of sessions # of attendees	Spring conference, March 2015 Fall conference, October 2015	Mark	Spring: 5 sessions – Hard News (31 pp), ADA Transition Plan (72 pp), Learning to Connect – two sessions (17 & 23 pp), Homelessness (32 pp) Fall: 2 sessions – From the Minors to the Majors, Dethra Giles (15 pp), Marijuana and the Workplace (30 pp)
		1.2	Promote and participate in the First Timers Program	# of L&M Committee members as mentors	Spring conference, March 2015 Fall conference, October 2015	Mark	1 mentor at spring conference
		1.3	Provide books to giveaway at the leadership, management and diversity technical sessions at each conference	# of books	Spring conference, March 2015 Fall conference, October 2015	Mark	5 books at spring conference
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	2.1	Submit leadership, management and diversity articles for the Oregon APWA newsletter	# of articles	Spring 2015 Summer 2015 Fall 2015 Winter 2015	All (each quarter rotates to new committee member)	Spring 2015 - website Summer 2015 - diversity Winter 2015 – mentorship and diversity award
		2.2	Book reviews posted on website	# of articles Feedback received	Quarterly	All (each quarter rotates to new committee member)	June July December
	Expand committee membership and participation	2.4	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 including taglines at the end of articles. 	# of committee members Double L&M committee membership in 2015 (began year with 4; goal at end of year is 10) Update after each conference	Ongoing and at each conference	All	The spring conference brochure included a poem of the Irish Blessing (from the Diversity Committee) and an invitation to discuss the L&M committee during breakfast at the conference. Maintained membership. Committee members are active at National (2) and chapter (4) conferences.
	Create connection and mentorship opportunities	2.5	Launch the pilot mentorship program	Number of participants 1-5	March 2015	Mark	Mentees and mentors solicited and assigned February 2015. 5 mentors / 5 mentees for pilot program.

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Outreach	The Oregon chapter strives to improve connections to and between members, agencies, service providers, and local communities.						
	Develop L&M and Diversity websites	3.1	Update leadership, management and diversity website, providing educational links, book recommendations and links to APWA National website	Ongoing	Monthly	Robert / Katie	Ongoing
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	4.1	<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	All	City of Eugene Public Works Diversity Committee selected for “Implementation of the PW Equity and Human Rights Action Plan” - Submitted March 2, 2015. Received notice of award on April 20, 2015. Included article in Winter 2015 newsletter requesting nominations for the award.
Other (L&M Specific)	Goals specific to the Leadership and Management committee.						
	Advance the work of the committee	5.1	Develop annual work plan	Work plan developed	January 2015	All	Completed January 2015
		5.2	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 2015	All	Submitted work plan to Oregon Chapter Board at February 13, 2015 board meeting.