

Strategic Goal Action Plan Form

Our Strategic Goal:	Strategizing to determine effective governance
Members of our Team	Louise, Brian, Scott E., Jeff

Step No.	Steps to Achieve the Goal	Time Needed to Complete This Step	Resources Needed to Complete This Step	Specific People Who will lead this step for the team
1	Conduct a needs assessment to determine gaps in effective governance Note: examining processes, job descriptions, etc.	One year (Year One)	1. Results from MMEA annual membership survey	<ul style="list-style-type: none"> ● Research Chair ● MMEA Executive Board ● Ad Hoc Committee appointed by MMEA President
2	Research other examples of effective governance structures and processes	One year (Year One)	Examples of governance structures (e.g., NAFME Codified Bylaws) CURRENT-Codified-Policies-of-the-Association-April-2021.pdf (nafme.org)	<ul style="list-style-type: none"> ● NAFME Staff ● Staff from other related organizations ● Research Chair ● MMEA Executive Board ● Ad Hoc Committee appointed by MMEA President
3	Create and present a gap analysis document that compares current MMEA governance to exemplars. Includes recommendations for strategic planning.	6 months (Year One)	Time during a board meeting for presentation of findings and recommendations	<ul style="list-style-type: none"> ● Research Chair ● MMEA Executive Board ● Ad Hoc Committee appointed by MMEA President

4	Revise governance structures and processes based upon report findings and recommendations	3-6 Months (Year Two)	Plan for reorganization based upon recommendations Possible funding implications Possible Bylaw revision	<ul style="list-style-type: none"> ● MMEA Executive Board
5	Ongoing evaluation of effectiveness	Years 2 - 5	Annual Membership survey results	<ul style="list-style-type: none"> ● MMEA Executive Board