



2022 WORK PLAN

OUR MISSION

Our mission is to support and energize our members and the profession in order to foster responsible, responsive local government with the objective of improving the sustainability and livability of Oregon communities.

OUR STRATEGIC GOALS

Our Strategic Plan has four goals which reflect our Mission:

- A. Provide professional development opportunities to our members.
- B. Support our members in the profession.
- C. Foster diversity and inclusiveness of our membership.
- D. Promote and expand membership.

OCCMA carries out its Mission through programs and special activities conducted by the Board and a number of standing committees.

CORE BELIEFS

1. **PUBLIC SERVICE:** including the stewardship of democratic principles and the efficient and transparent use of public resources;
2. **ETHICS:** as the core of professionalism in local government leadership and management as outlined in the ICMA Code of Ethics;
3. **COUNCIL/MANAGER FORM OF GOVERNMENT AND PROFESSIONAL MANAGEMENT:** as the preferred local government structure;
4. **EQUITY AND INCLUSION:** ensuring that local governments are inclusive and mirror the diversity in communities;
5. **THE CONTINUOUS PURSUIT OF EXCELLENCE:** including professional development, life-long learning, networking, capacity building, knowledge sharing, and engagement;
6. **STEWARDSHIP:** balancing resources including people, financial, social capital, and environmental so that communities are better than we found them;
7. **LEADERSHIP:** developing leadership capacity and attracting and developing future generations of leaders; and
8. **CIVILITY:** promote social interactions in which people demonstrate and maintain respect for one another even when they disagree.

WORK PLAN

OCCMA carries out its Mission through programs, support services, and special activities conducted by the Board and a number of standing and ad hoc committees, with administrative support from the League of Oregon Cities. On January 28, 2022 the Board of Directors adopted a work plan for 2022. The letters in parentheses reference the goals(s) related to that work item. The 2022 OCCMA Work Plan is as follows:

A. OCCMA Board

A.1 Promote the council/manager form of government by creating a League of Oregon Cities conference workshop or program on the council/manager form of government. (B).

A.2 Review membership categories used by OCCMA to develop future local government managers and assistants. (D).

A.3 Review the OCCMA dues structure to provide opportunities to broaden membership in OCCMA, including consideration of agency dues and use of a progressive dues structure to encourage participation from smaller communities. (D).

A.4 Conduct an inventory of existing regional manager meetings and explore establishing regional meetings in parts of the state that are currently not served by regional manager groups and look at possibly utilizing the small cities network to assist with this effort (B).

A.5 Develop and provide OCCMA branded items for use in promoting the benefits and membership in OCCMA. (B).

A.6 Create a work group to develop structure and guidance for the Roger Jordan and Charlie Henry Scholarship Funds. Develop a funding plan and create an avenue for donations for these funds as well as for the NWWLA scholarship program. Determine how the remaining Host Committee funds will be spent. (B).

A.7 Explore interest in the creation of a Veteran's in Local Government group through a survey. (B,C).

A.8 Develop a relationship with the Oregon Association of Chiefs of Police (OACP). (B).

B. Nominating Committee

B.1 Recruit a diverse slate of candidates for the Board and president-elect reflective of the OCCMA community. (C).

C. Ethics Committee

C.1 Develop a final policy for addressing ethics complaints for members who are ICMA members and for OCCMA members who are not ICMA members.

D. Support for Managers Committee

D.1 Regularly promote senior advisor services and encourage members and non-members to avail themselves of these services. (B).

D.2 Welcome newly appointed managers to the Association with a welcome package. (B,C).

E. Bylaws Committee

E.1 Develop written guidelines for scheduling billing and collection of dues by OCCMA. (B).

E.2 Review past OCCMA Board of Directors actions and ensure they are included in the Bylaws Policy Annex.

F. Audit Committee

F.1 Conduct a financial review of OCCMA financial statements. (B).

G. Professional Development Committee

G.1 Utilize the draft PDC guidelines as a basis for conference planning in 2022, and review and revise the draft policy guidelines to reflect operational best practices for future conference planning. (A).

G.2 Provide an opportunity at the conference to promote ethical local government management based on the ICMA Code of Ethics and Oregon Government Ethics. (A).

G.3 Work with county managers to consider the development of a proposed county track of training opportunities at the conferences. (A).

G.4 Focus on utilization of diverse and inclusive professionals to present at our conferences and engage with OCCMA. (A, C).

G.5 Work with the ICMA Student Chapter at PSU to bolster student membership in OCCMA. (D).

G.6 Explore ways to continue to utilize technology to provide virtual training options. Will need to work with the LOC to make this happen. (A).

H. Diversity, Equity, and Inclusion Committee (ad hoc)

H.1 Encourage strong partnerships with affiliate groups and encourage a formal path for partnership with OCCMA. (C, D).

H.2 Development of Training & Inclusion Opportunities. (D).

I. Communications (ad hoc)

I.1 Produce a quarterly newsletter with articles on ethics, promotion of professional development opportunities, and diversity, equity and inclusion initiation opportunities for the profession, including a list of regional managers' meetings and contacts for those groups. Use the newsletter and other media to promote positive images of city events and other creative ways to bring communities together (B).

I.2 Review the list-serve policy as it relates to ethics.

I.3 Review the content and design of the OCCMA website. (D).

J. Northwest Women's Leadership Academy (ad hoc)

J.1 Continue to support and grow the relationship with NWWLA. (C, D).

K. Oregon Latinos in Local Government (OLLG)

K.1 Build the relationship with OLLG and evaluate other opportunities to engage with OCCMA. (C, D).

L. Create a Dues Restructuring Ad/Hoc Committee

L.1 Review ICMA's dues restructuring plans and evaluate pro-rating of dues and consider a flat fee structure for cities under a certain population. (D).

M. Create a Civic Education Ad/Hoc Committee

M.1 Provide tools, resources, and information to OCCMA members for when they are educating newly elected officials, the community (i.e. chamber of commerce and civic classes), and future local government employees about local government and what city managers do. (B).