



2024 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 five goals which reflect our Mission:

- A. Cultivate diversity inclusion and a sense of belonging within OCCMA's membership and governance structure.
- B. Provide professional development opportunities to our members.
- C. Support our members in the profession.
- D. Promote and expand membership.
- E. Promote civic education and effective local government.

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 26, 2024 the Board of Directors adopted a work plan for 2024. The letters in parentheses reference the goals(s) related to that work item. The 2024 OCCMA Work Plan is as follows:

A. OCCMA Board

A.1 Work with the League of Oregon Cities (LOC) to train elected officials. (E)

A.2 Strengthen the relationship between the OCCMA and the LOC. (E)

A.3 Increase and expand the membership by 10 percent. (D)

A.4 Welcome and increase new members without losing the congeniality. (C, D)

A.5 Speak and/or be available at events of other professional associations to talk about the value of local government leadership. (D)

B. Nominating Committee

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

C. Ethics Committee

C.1 Educate members about the ethics policy. (C)

C.2 Review complaints in accordance with Article 11 of the OCCMA Policy Annex. (C).

C.3 Review Article 11 of the OCCMA Policy Annex and recommend changes to the Bylaws Committee. (C)

D. Support for Managers Committee

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

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

D.3 Review the existing support for managers program and make a recommendation to the OCCMA Board of Directors to improve how the OCCMA is supporting new and current members. (C)

E. Bylaws Committee

E.1 Review the OCCMA Bylaws and Policy Annex as needed. (C).

F. Professional Development Committee

F.1 Utilize the PDC guidelines as a basis for conference planning in 2024. (B).

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

F.3 Collaborate with the DEI Committee to develop sessions and focus on the utilization of diverse and inclusive professionals to present at our conferences and engage with OCCMA. (A,B).

F.4 Collaborate with OLLG and NWWLA to develop sessions for the OCCMA Summer Conference. (A,B).

F.5 Solicit ideas for workshop and conference session topics from the OCCMA membership. (B).

G. Communications Committee

G.1 Overhaul the OCCMA communications program and make a recommendation on how to improve communication with the membership. (A, B, C)

G.2 Expand networking opportunities outside of conferences. (A, C)

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

H.1 Provide the Professional Development Committee with one or more options for DEI topics/sessions/presenters for each OCCMA conference in 2024. (A, B).

H.2 Provide the OCCMA Communications Committee with content that spotlights DEI issues. (A, B).

H.3 Develop a process and begin tracking demographic data collected from OCCMA membership registration and renewal. (A).

H.4 Provide the Professional Development Committee with a minimum of three suggestions to cultivate a welcoming and sense of belonging for all participants at OCCMA Workshops and Conferences. (A).

I. Northwest Women’s Leadership Academy (ad hoc)

I.1 Continue to support and grow the relationship with NWWLA. (A, B, D).

I.2 Provide the Professional Development Committee with one or more options for DEI topics/sessions/presenters for each OCCMA conference in 2024. (A, B).

J. Oregon Latinos in Local Government (OLLG)

J.1 Build the relationship with OLLG and evaluate other opportunities to engage with OCCMA. (A, B, D).

J.2 Provide the Professional Development Committee with one or more options for DEI topics/sessions/presenters for each OCCMA conference in 2024. (A, B).

K. Civic Education Committee (ad/hoc)

K.1 Update tools, resources, and information in the Civic Education Toolkit for OCCMA members 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. (C, E).

K.2 Develop a relationship with the Coalition of School Administrators to help with the implementation of SB 513. SB 513 was approved during the 2021 legislative session requires a half-credit course on civics to get a diploma. (E).

K.3 Present the OCCMA Toolkit to the LOC Board of Directors and the OMA Board of Directors. (E).

K.4 Rollout the presentation materials for the Civic Education Toolkit to the membership, graduate programs, and affiliate organizations. (E)

L. Scholarship Committee

L.1 Work with the ICMA Student Chapter at PSU to bolster student membership in OCCMA. (B).

L.2 Promote, fund and award scholarships. (B, C)

M. Oregon Veterans Leading Government (ad/hoc)

M.1 Promote the ICMA Veteran's Fellowship Program. (C).