

Strategic Planning Special Committee Meeting Minutes

2017 NCSL Legislative Summit
Boston, Mass.
Sunday, August 6, 2017

Call to Order

The meeting of the Strategic Planning Special Committee was called to order by Michael Adams (Va.), Chair.

Attendance

The following members of the committee were present: Michael Adams (Va.), Chair, Ann Cornwell (Ark.), Maryann Horch (Va.), Crys Jones (Alaska), and Bill MaGill (Vt.).

Other members/guests in attendance included: Robert Haney (Texas), Susan Kannar (Kan.), and Tim Sekerak (Ore.).

Approval of Minutes

Upon a motion by Ann Cornwell (Ark.), seconded by Bill MaGill (Vt.), the minutes of the last meeting held during the 2017 ASLCS Spring Meeting in Kansas City, Missouri, were approved.

Centralized Electronic Roster Database Project

NCSL staff prepared a prototype of the proposed web-based ASLCS E-roster application, which was demonstrated and discussed. General first impressions of this product are highly positive. The following concerns will need to be addressed as part of any further development of the application:

- Define search/sort terms/criteria;
- Define role-based permissions;
 - o Read vs. Write Permissions, based on role;
 - o Public information vs. Private information accessibility, based on membership status;
 - o Dues payment information, based on role;
 - o Unique needs of those responsible for publication, from a search and download perspective;
- Optimization for mobile access;
- Clarify understanding of who is responsible for the data, who is accountable for its accuracy and upkeep, and how it can be used (and by whom);
- Create reporting options for consumption of data.

Committee recommends continuation of this project, in cooperation with NCSL staff resources.

Communication and Outreach (Strategy)

The committee discussed options for soliciting input from ASLCS members about strategic and tactical issues associated with participation, programming, structure, and focus of the Society.

The committee still feels that a long-term communication/outreach strategy would be helpful to guide and direct future activities, but that this year's committee may be running out of time to tackle such an effort. The committee discussed a few options for obtaining input in the near future:

- Facilitate focus group discussions at the PDS – Discussion centered around the difficulty of creating a “safe and frank” environment in a focus group setting with coworkers and/or subordinate/superior dynamics changing the quality of input.
- Create a survey for the entire membership – Discussion centered around the difficulty of getting responses that are valuable and actionable, especially from people who are not regular attendees/participants.

Committee recommends creation of a short strategic questionnaire (5-10 questions) about certain issues of going concern (weaknesses) which will be delivered only to Principal members, to be answered anonymously at the PDS in Phoenix. Questions for inclusion in the questionnaire will be solicited in advance of the PDS from members of the Strategic Planning Special Committee and the Primary ASLCS officers.

Adjournment

There being no further business, the meeting was adjourned.