

# OCEAN Work Session

## Minutes

*Monday, February 24-25, 2014*



### Attendance

Jeremy Baker-President	Shilah Olson- Vice President	Lisa Mahon-Secretary
Josh Uriarte	Walt Barton	Jason Faucera
Malysa Page	Janet Greenup	Marty Goold

Jeremy called the meeting to order at 1:00PM and started with an overview of the meeting agenda.

### Meeting Minutes

The board postponed approving any minutes.

### Accomplishments

The board reviewed the accomplishments since the last work session in 2012.

- Connect
- Website
- 501c3 significant progress
- Communications Plan/Marketing Plan
- Logo
- Awards Program for individuals and districts
- Recruitment with Connect (20+ on the committee including ODA, NRCS, and NOWC)
- Joint conference
- OACD Manager Track
- Name recognition
- Pay bills, still in the black
- Sponsorship committee
- Newsletter

The board talked about a way to efficiently manage the meeting. A “parking lot” was created for ideas that come up and need to be postponed to a later time in order to stay on topic.

### Review Survey Results

Jeremy reviewed the results of the survey that was sent out. A main discussion point was issues with functioning better on the conference calls. Some ideas were:

- Work on telephone etiquette
- Work together on video conference
- Be more brief in calls
- At certain points give everyone an opportunity to give input

There were a lot of comments on question 10.

## **Map Current State by Month**

As a group we mapped out what tasks OCEAN's board and committees complete each month.

### May

- Bills, invoices, reports, thank you notes and close out Connect
- Website updates
- OCEAN administration

### June

- Bi-monthly meeting
- Core Partnership meeting
- Website updates
- OCEAN administration
- Connect follow-up meeting

### July

- Core Partnership meeting
- Website updates
- OCEAN administration

### August

- Core Partnership meeting
- Website updates
- OCEAN administration
- Bi-monthly meeting
- CONNECT -Planning Meeting starts (session planning, review evaluation, budget)

### September

- Core Partnership meeting
- Website updates
- OCEAN administration
- CONNECT-Planning Meeting, sign contract with facility
- OACD Conference Planning-send reminders, door prizes, forward information about conference, plan OCEAN meeting, assist planning sessions

### October

- Core Partnership meeting
- Website updates
- OCEAN administration
- Bi-monthly meeting
- CONNECT-Planning Meeting
- Announce CONNECT
- Newsletter

### November

- Core Partnership meeting

- Website updates
- OCEAN administration
- CONNECT-Planning Meeting
- OCEAN Meeting at OACD
- OACD Conference

#### December

- Core Partnership meeting
- Website updates
- OCEAN administration
- Bi-monthly meeting
- CONNECT-Planning Meeting

#### January

- Core Partnership meeting
- Website updates
- OCEAN administration
- Bi-monthly meeting
- CONNECT-Planning Meeting, send out registration information, awards packets, sponsorship information
- Renew Secretary of State Registration

#### February

- Core Partnership meeting
- Website updates
- OCEAN administration
- Bi-monthly meeting
- CONNECT-Planning Meeting, registration opens, accept sponsorships, finalize contracts

#### March

- Core Partnership meeting
- Website updates
- OCEAN administration
- CONNECT-Planning Meeting, Registration closes, program developed, rewards program

#### April

- Core Partnership meeting
- Website updates
- OCEAN administration
- Bi-monthly meeting
- Host CONNECT
- Annual Meeting-membership year starts at the Annual Meeting at CONNECT
- Newsletter

### **Small Group Discussion**

The board broke up into small groups that brainstormed ideas of changes or additions to the monthly work schedule. After working in the small groups we rejoined and presented ideas to the board as a whole and discussed the ideas that each group came up with.

### **Meeting Summary**

Jeremy reviewed what we covered for the day and the group adjourned for day 1 at 5:00PM.

### **The board reconvened at 8:00AM on Tuesday February 25<sup>th</sup>, 2014.**

For the duration of the meeting the board worked on the outlook and priorities for OCEAN in the upcoming years. This information is compiled in the OCEAN Work Plan Timeline and Rankings.

The meeting adjourned at 11:30AM.