


Focus on NOSORH Leadership



Spring 2010

Six Practices of High Impact Nonprofits

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- ✓ Advocate and serve
 - o Make markets work
 - + Inspire “champions”
 - o Nurture non-profit networks
 - ¿ Master the art of adaption
 - ✓ Share leadership

Source: Forces for Good The Six Practices of High Impact Nonprofits, Leslie R. Crutchfield & Heather McLeod Grant

Objectives:

- Ensure understanding of the committee chair and Board member roles in accomplishing the NOSORH mission
- Encourage Committees' role in accomplishing the NOSORH mission, roles and high priority activities
- Identify opportunities to improve effectiveness

Draft agenda

- Overview of NOSORH - structure
- NOSORH mission, strategy, policy priorities, high priority activities
- Role of staff, board members and committee chairs
- Budget planning for 2010-2011
- Reminder on resources
- SO... what's working, what's not?

National Organization of State Offices of Rural Health

LEADERSHIP CHART

Executive Committee

(standing)

PRESIDENT Mark Schoenbaum 12/31/10	PRESIDENT-ELECT Caroline Ford 12/31/10	PAST PRESIDENT Lynette Dickson 12/31/10	SECRETARY Kenny Doppenberg 12/31/09 (2T)	TREASURER Theresa Cruz 12/31/11 (1T)
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Presidential Appointments to Board

*term expires 12/31/10

EX-OFFICIO MEMBERS* Communications – Karen Madden Educational Exchange – Shawn Balleydier Policy – John Barnes & Lisa Davis SOC & Development – Graham Adams Strategic Planning – Caroline Ford 12/31/10	LIAISONS* Leadership – Alison Hughes SRHA – Kris Sparks 12/31/10
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Regional Representatives

Region A Alisa Butler-Druzba 12/31/12 (LT) Barbara Berger 12/31/11 (1T)	Region B Bob Pannell 12/31/10 (1T) Charles Owens 12/31/10 (1T)	Region C John Barnes 12/31/11 Jane Faubion 12/31/11 (LT)	Region D Gerald Ackerman 12/31/11 (1T) Corie Kaiser 12/31/13 (1T)	Region E LouAnn Wilroy 12/31/11 (2T) Pat Carr 12/31/11 (LT)
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Committee Lists


*term expires 12/31/10 – subject to reappointment by President-Elect

TASK FORCE	AD HOC		STANDING		Staff/Contractors
Annual Meeting* Corie Kaiser	Communications* Karen Madden	FLEX* Scott Daniels Pat Carr	Performance Measures* Charles Owens	Awards* Alison Hughes Sharla Allen	DIRECTOR Teryl Eisinger
By Laws* Caroline Ford	Development* Graham Adams	HIT* John Hanson Alison Hughes	Workforce* Bob Duehmig Lynette Dickson	Finance* Theresa Cruz	EDUCATION COORDINATOR Stephanie Hansen
	EMS* Chris Tilden Matt Wornble			Strategic Planning* Caroline Ford	COMMUNICATIONS COORDINATOR Bill Hesser
				Educational Exchange* Shawn Balleydier Patsy Whaley	ADMINISTRATIVE COORDINATOR Donna Pfandtner
				Nominating* Lynette Dickson	LEGISLATIVE LIAISON Bill Finerfrock
				Policy* John Barnes Lisa Davis	

Revised: 3/10/2010

1T = 1st Term | 2T = 2nd Term | LT = Last Term

NOSORH Committees by “function”

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- 9 Specified role** – Annual meeting, 5 Regional meetings, Awards, Bylaw, Nominating
 - 3 Services for SORH** – Educational Exchange, Performance Measurement, Policy
 - 4 Subject related** – Workforce, Flex, HIT, EMS
 - 6 Organizational business** – Board, Executive, Communication, Development, Strategic Planning, Finance
- 107** total participants in NOSORH committees!

NOSORH Vision, Mission & Values

VISION

- *NOSORH is nationally recognized as the leadership organization which leads & serves State Offices of Rural Health as we work together to overcome health disparities in rural America.*

MISSION OF NOSORH

- *NOSORH promotes the capacity of state offices of rural health to improve health care in rural America through leadership development, advocacy, education, & partnerships.*

VALUES

- *Health equity for rural Americans*
- *Collaboration & active partnership development*
- *Trust in member capacity to make a difference*
- *Leadership & innovation*
- *Creativity in planning, programming, partnering & positioning of SORHs*
- *Inclusiveness through transparent decision-making within the organization*
- *Accountability to funding agencies, partners, & members*

NOSORH's Strategic Roles

what role do you or your committee play?

- Support the sustainability & vitality of SORH
- Information creation/management organization for SORH
- Leadership organization & good “partner” organization for SORH
- Advocacy organization for SORH
- Research & project management organization for SORH

Goals from the CA workplan

- to assist in the development of State level leadership in the area of rural health by coordinating rural health care in communities statewide with the intent of increasing resources and eliminating duplication.
- to facilitate partnerships and collaboration at the national and state levels to improve the exchange of information and engage in collaborative activities for supporting rural health.

High Priority Activities to Support SORH

- Support struggling and new SORH offices & staff
- Rapid response team empowers SORH on quality, workforce, HIT & access issues
- Comprehensive umbrella for supporting & representing SORH.
- Diverse funding for a robust infrastructure
- Promote rural & “the power of small” in programs, funding & policy.
- Document and promote promising practices of SORH
- Measure the overall performance impact of SORH

Policy Priorities

- Expanding Rural Health Workforce
- Improving Health Insurance Access
- Improving Small Rural Hospitals
- Reducing Behavioral Health Disparities
- Reducing Oral Health Disparities
- Enhancing EMS in Rural Communities
- Expanding Rural HIT Access

NOSORH staff & contractor roles with committees

- **Director - full time** – board delegee – authority & responsibility to manage the organization, programs, services - organizational committees, some special role committees & engagement with most others
- **Education Coordinator – full time** – facilitates the professional & leadership development of SORHs, subject related committees, Educational Exchange and meeting planning
- **Administrative Coordinator – full time** – logistics, scheduling, accounts payable and receivable
- **Communication Coordinator - contractor (hourly 25% FTE maximum)** Communications & Development Committee –Branch, press releases, website etc...
- **Legislative Liaison –retainer–** Policy committee & others upon request

Board Member Responsibility

- Responsible for defining the organization's mission, for providing overall leadership and strategic direction to the organization. Is involved in actively setting policy to ensure the organization has adequate resources to carry out its mission. Works with other members of the Board to evaluate the Board's effectiveness as a governing body.
- Have responsibility for supervision, control, and direction of affairs of NOSORH
- Develop policies and procedures for the conduct of business.
- Responsible to understand the content and significance of the organizations financial statements, provide fiduciary policy setting and guard the assets of the organization.
- Acts as a NOSORH ambassador to link NOSORH Board and staff with members and partners.
- Articulates the mission of the organization and adopts organizational strategic and business plans that are responsive to the mission.
- It is expected that each Board member will attend at least 75% of all Board meetings and important related meetings and conference calls.
- Prepares in advance, as needed, for NOSORH Board and committee meetings.
- Serves on at least one committee of the board, and performs other assignments as appropriate.
- Agrees to adhere to the Board's conflict of interest policy. Declares a Conflict of Interest as the occasion arises, during board and committee work.
- Maintains the confidentiality of the organization.
- Approves the organization's annual budget and oversees adherence to it.
- Approves an annual NOSORH legislative agenda

Board Member Responsibility

PLANNING:

Direct the process of planning - Board

Provide input to long range goals - Joint

Approve long range goals - Board

Formulate annual objectives – Staff

SOURCE: THE FREE MANAGEMENT LIBRARY

Board Member Responsibility

PERSONNEL:

- Employ Chief Executive – Board
- Direct work of the staff – Staff
- Hire and discharge staff member - Staff
- Decision to add staff –Board
- Settle discord among staff - Staff

Board Member Responsibility



COMMUNITY RELATIONS:

- Interpret NOSORH to “community” – Board
- Disseminate information/news – Staff
- Linkage with other organizations - Joint

Board Member Responsibility

BOARD COMMITTEES:

- Appoint committee members – Board
- Call Chair to urge action – Board
- Promote attendance at meetings – Joint
- Plan agenda for meetings- Joint
- Plan committee organization – Joint
- Settle clash between Committees - Board

Regional Representative Roles

- Serves as the primary contact with their region when communicating to respective State Offices of Rural Health on NOSORH activities.
- Maintains list serve for their region as a communications mechanism.
- Provides at least monthly communication with their region regarding NOSORH activities via e-mail and/or conference call communications and reports to the Board at least bi-annually on this communication.
- Serves as a member of the NOSORH Policy Committee as a representative from their region.
- Serves on the planning committee for his or her regional meeting, and may serve in the Chair or Co-Chair capacity.
- Takes the lead in welcoming new State Office Directors within his or her Region to NOSORH and in introducing them to the organization and its Educational Exchange Program, and may serve as a mentor to new directors in his or her respective region.
- Reports any changes in SORH leadership or staffing within their region to the NOSORH Program Assistant.
- Encourages state offices in their region to maintain their NOSORH web listing, participate in NOSORH committee work and other NOSORH activities.
- Reviews the NOSORH workplan on a quarterly basis with their region and communicates this discussion to the Board.
- Facilitates the nominations and election of regional representatives to the NOSORH board in coordination with the Past President and the Nominations Committee.

Committee Chair Roles

- Appointed by the President for 1 year term
- Board, Non-board, Liaison, Ex-Officio, Chair, Co-Chair ...

**Integral to voicing the vision,
mission, values, roles & goals of
the committee & NOSORH!**

Committee Chair Tasks



- Establishes Committee meeting schedules, agendas, and facilitates committee meetings, in collaboration with NOSORH staff as needed.
- Recruits committee members from among the NOSORH membership and is responsible for ensuring that committee members have the information needed to do their jobs.
- Where action by the Board is necessary, submits request to the President or the NOSORH staff for inclusion in the Board agenda item. Provides written or verbal reports as requested by the Board.
- Reports regularly to the full Board on committee's decisions/recommendations.
- Communicates with the membership, committee members, regional representatives and the Board regarding committee activities.
- Prepares committee annual budget requests for Board consideration.
- Provides a written report for membership annual meeting.

When, What, Who?

- **Schedules meetings** – Chair/staff – at least 1 week in advance
- **Plans agendas** – Chair/staff – at least 1 week in advance
- **Meeting notices and notes**– staff -within 1 week
- **Website postings** – staff – within 1 week
- **Reporting to the Board** – Chair
- **Informing and engaging the Members** – Chair/staff

Your thoughts – questions?

- Committee Co-Chair roles are clear?
- Tasks are meaningful?
- What support do you need?

NOSORH Leader Resources

(in addition to staff & contractors)

MISCELLANEOUS

- Conference call line
- Webinars
- Survey Monkey
- Twitter - Facebook
- The Branch
- American Society of Association Execuctives resources
- NOSORH workplan

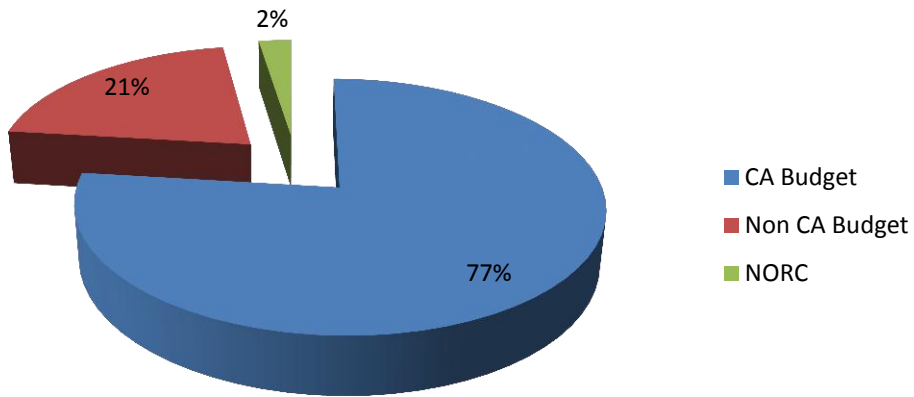
NOSORH Leader Resources

WEBSITE

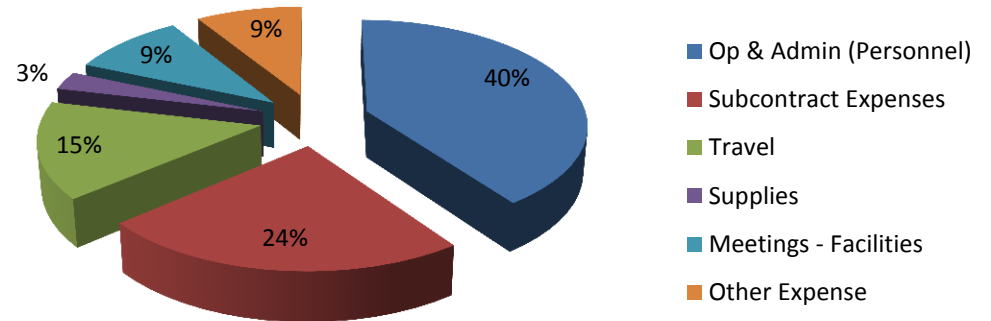
- Committee Chair access –
 - User name: :Tree*pine Password: sorh50
 - List serves
 - Wikispace
 - Other – forms, letterhead
- NOSORH Board Manual and materials
- Reports
- Promising Practices Areas of Expertise

NOSORH Leader Resources

2010 Total Revenue



2010 Expenditures



Budget Request

- Review and update committee objectives and activities in light of the NOSORH mission, strategic roles and high priority activities
- Estimate budget needs for committee activities
- Identify any potential additional resources to fund the committee activities
- Complete the budget form and provide a simple justification by March 12th

NOSORH Effectiveness

as rated by partners, board members, committee chairs & staff January 2010

	Very	Effect.	Some what	Not Effect	Don't Know
Staff	46%	29%	5%	0%	6%
Policy	24%	43%	18%	0%	27%
Board	56%	47%	6%	0%	18%
Committee	35%	55%	N/A	10%	N/A

Board effectiveness


percent “very effective”

	2007	2009
Responsibilities	33%	69%
Sets policy to meet mission	40%	56%
Creativity & innovation	53%	50%
Knowledge of member needs & expectations	35%	44%
Structure meets needs to meet mission	35%	31%
Supports fund raising	25%	31%
Scans the environment	55%	47%
Balance responsibility with Director	N/A	50%

Committee effectiveness

percent very effective

	2007	2009
Meaningful support of mission	48%	56%
Opportunity for idea exchange	33%	68%
Valuable information & resources for SORH	29%	69%
Information is well communicated	21%	31%

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- SO... What's working, what's not?
 - Strengths and Opportunities
 - Meaningful support of mission
 - Opportunity for idea exchange
 - Valuable information & resources for SORH
 - Information is well communicated
 - What do you need to get your job done?

Objectives accomplished?

- Ensure understanding of the committee chair and Board member roles in accomplishing the NOSORH mission
- Encourage Committees' role in accomplishing the NOSORH mission, roles and high priority activities
- Identify opportunities to improve effectiveness

You are appreciated!

- Your ideas and thoughts are always welcome.
- If you hear something bad don't be afraid to share it.



The world is
hugged by the
faithful arms of
volunteers.
-Everett Mámor

THANK YOU for all of your hard work!

Don't forget budget request!



Due no later than
March 12, 2010!