

NOSORH Leadership Resources



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Draft agenda

What you should know & do as a NOSORH leader

- NOSORH vision, mission & values
- Overview of NOSORH –
- NOSORH structure, strategy, policy priorities, high priority activities & goals
- Expectations of board members, regional representatives and committee chairs
- Resources – staff, contractors, miscellaneous
- Role of staff, board members and committee chairs
- Reminder on resources

NOSORH Vision, Mission & Values

VISION

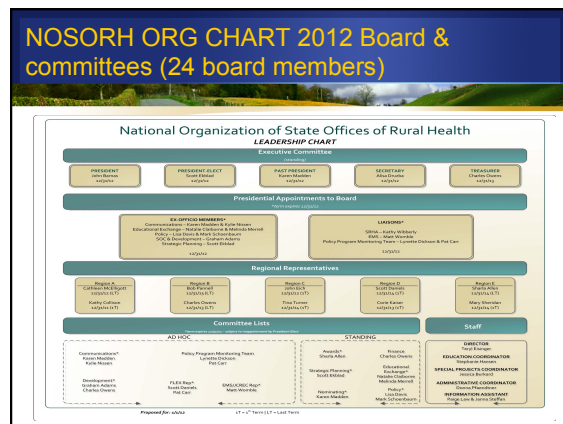
- NOSORH is nationally recognized as the leadership organization which leads & serves State Offices of Rural Health as we work together to overcome health disparities in rural America.

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 20 Committees by "function"

- 8 Specific role** – Annual meeting, 5 Regional meetings, Awards, Nominating
- 3 Services for SORH** – Educational Exchange, Policy, Policy Program Monitoring Team
- 3 Subject related** –Flex, EMS, RHC Advisory Team
- 6 Organizational business** – Board/Strategic Planning, Executive, Communication, Development, Finance

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

High Priority Activities to Support SORH

- Support struggling and new SORH offices & staff
- Policy program monitoring team empowers SORH on quality, workforce, HIT, payment reform & access issues
- Comprehensive TA umbrella for supporting & representing SORH with a diversely funded & 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.
- Build community leadership to improve rural health.

Policy Priorities - 2008

- 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

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.

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.
- Responsible to understand the content and significance of the organizations financial statements, provide fiduciary policy setting and guard the assets of the organization.
- 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.
- Acts as a NOSORH ambassador to link NOSORH Board and staff with members and partners.
- 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.

Regional Representative Roles

- Serves as the primary contact with their region when communicating to respective State Offices of Rural Health on NOSORH activities.
- 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 role 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.
- Facilitates the nominations and election of regional representatives to the NOSORH board in coordination with the Past President and the Nominations Committee.

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.

A word about "Co-Chair" roles

Equal positions

Co-chairs ensure link to Board

Determine some roles – ie: point person for follow up with committee or staff

Committee effectiveness

percent of members who "strongly agree"

	2007	2009	2010	2011
Meaningful support of mission	48%	56%	30%	26%
Exchange of information & ideas	33%	68%	30%	38%
Information is well communicated	21%	31%	20%	20%

Committee resources – NOSORH staff

- **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, works with the EMS, Educational Exchange committees, the RHC Advisory team and meeting planning committees
- **Special Projects Coordinator – full time** – facilitates special projects for leadership development and partnerships for SORH including the Partnership for Patients work, development of community leaders and special learning initiatives
- **Administrative Coordinator – full time** – logistics, scheduling, registrations, accounts payable and receivable, support
- **Information Assistant (s) – 2 part time** – support for information dissemination and coordination

Committee Resources - NOSORH Contractors

- **Communication Coordinator** - contractor Bill Hessert (maximum) Communications & Development Committee – Branch, press releases, website etc...
- **Legislative Liaison** –Policy committee & others upon request (retainer)
- **Rural Health Clinic Project** – Rita Salain work with RHC TA Advisory group on building the capacity of SORH to work with Rural Health Clinics
- **Policy & Program Monitoring** – Harvey Licht supports understanding of policy changes & recommendations
- **Other** – institutes, accounting, payroll & audit, PM tool – small role with committees

Board Member Responsibility

Staff or Volunteer?

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

Staff or Volunteer?

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

Staff or Volunteer?

COMMUNITY RELATIONS:

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

Board Member Responsibility

Staff or Volunteer?

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

Some thoughts on Board member role

For the good of the organization and SORH– overall.

Board and committee chair leadership role is different than the leadership role you have in your SORH.

Having your say not necessarily your way.

Taking action on your vote!

What, Who, When?

- **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** – not any more
- **Reporting to the Board** – Chair
- **Informing and engaging the Members** – Chair/staff

NOSORH Leader Resources

(in addition to staff & contractors)

MISCELLANEOUS

- Conference call line – Webinars- Survey Monkey – Animoto - Facebook
- The Branch
- American Society of Association Executives resources
- NOSORH workplan
- Budget funds for 2011-12 Cooperative Agreement Year

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

You are appreciated!

- Your ideas and thoughts are always welcome.
- Share what you hear.
- Practice “intellectual discipline” .



THANK YOU
for all of your hard work!