



STATE OF WASHINGTON
WASHINGTON STATE BOARD OF HEALTH

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November 12, 2008

TO: Washington State Board of Health Members

FROM: Craig McLaughlin, Executive Director

SUBJECT: **STRATEGIC PLAN STATUS REPORT AND REVIEW**

Summary

One year ago, the State Board of Health adopted its Final 2007 Five-Year Strategic Plan. Although it adopted a preliminary 2009 plan in June, that plan met basic Office of Financial Management requirements only. It did not include specific activities or performance measures for each objective. The 2007 plan continues to guide the Board's day-to-day activities.

Typically it is a responsibility of the executive director, in consultation with the chair, to monitor conformance with the plan and make adjustments in response to unanticipated developments. Significant deviations from the plan, however, are brought back to the Board for consideration.

Staff periodically report to the Board on the progress being made in implementing the plan and meeting its performance measures. I have attached a written progress report. This is an updated version of a report developed for the chair at the time of my performance evaluation in the spring. We have met or are on target to meet most performance measures and most activities are either being implemented as planned or can still be implemented within the timeframe originally envisioned. Areas requiring attention or additional effort are highlighted in yellow.

There also have been recent developments that will impact the staff's ability to implement the plan. Most notable of these is that the Board now has two vacancies during a hiring freeze—the secretary senior position has been vacant since June and Wendy Janis Malkin, a policy analyst whose duties include preparing health impact reviews, recently accepted a position with the State Senate. The Board is actively looking, as well, for ways to cut funds in response to a sharp decline in state revenues. It is reducing travel and is planning to hold fewer meetings in 2009. Additionally, members have suggested various ideas for additional Board activities. I have attached a version of the plan with suggested revisions. This agenda item will allow the Board to discuss progress, review the proposed revisions, and suggest any additional changes.

Recommended Board Action

I recommend the Board amend the 2007 Five-Year Strategic Plan by approving the proposed revisions from staff as well as any additional changes desired by the Board.