

DATE: July 8, 2009
TO: Washington State Board of Health Members
FROM: Craig McLaughlin, Executive Director
SUBJECT: **DEVELOPING THE 2009 FINAL FIVE-YEAR STRATEGIC PLAN**

Background and Summary:

The work of the State Board of Health is currently guided by a five-year strategic plan primarily focused on the 2007-09 biennium. The Board built the *2007 Final Five-Year Strategic Plan* on the frame of its predecessor, the *2005 Final Five-Year Strategic Plan*. The Board put a lot of effort into developing the 2005 plan, and adopted it with the explicit understanding that it would become a rolling document that the Board would update at the start of each biennium. The 2009-2011 biennium began July 1, which means it is time again for the Board to update its strategic plan.

The 2007 plan update followed a multistage process. In May 2007, I briefed the Board on the 2005 plan's implementation, and the Board approved a process for developing the 2007 plan. In June, Board members reviewed the mission and vision statements and requested changes to the mission statement. They also discussed what they needed from staff to prepare for an August strategic planning discussion. In August, staff provided lists of ongoing commitments and anticipated rule making for the biennium. The Board then reaffirmed the goal statements and discussed possible additions, deletions, and modifications to the objectives, strategies, and activities. I drafted a plan, in consultation with the chair, that reflected that discussion, and the Board approved it in October.

I am proposing that the Board follow a similar process for planning this cycle, but the timeframe would be different because of the late start, the contracted meeting schedule due to budget and staffing cuts, and the likelihood that a new chair will be appointed soon. For today's meeting, I am recommending that I briefly review the status of strategic plan implementation to date (the Board last reviewed the plan in November). After that, I would ask that the Board review the mission and vision statements, and if time permits the goals, to determine if changes are likely to be required. I would then like the Board to provide guidance on what it might need from staff and from the policy committees for a Board discussion of objectives, strategies, and activities.

Finally, the Board has a scheduling decision to make. When I thought the Board was not meeting in either August or September, I had envisioned that it would discuss plan elements in October and I would bring a draft back for consideration in November. The Board has since scheduled a rule hearing on the afternoon of August 12, so there is a possibility of scheduling a strategic planning work session for that morning,

In your packets today I have provided:

- The *2007 Final Five-Year Strategic Plan*
- A report on the implementation of that plan (an updated version of the November report)

During the next strategic planning session, staff will provide, along with any other materials requested by the Board today, two documents Board members requested during the last planning cycle.

- A list of staff commitments for 2009-2011
- A preliminary list of anticipated rule making for 2009-2011

Recommended Board Action:

None.