Key Leadership Development Commission
XC Update

Col Matt Altman, USAF, P.E., F.SAME
KLDC 2.0 Members

- Lt Col Graham Auten, USAF
- CMSgt Adam Boubede, USAF
- Mr. Pete Delano
- Mr. Troy Hamilton
- Ms. Massie Hatch
- Ms. Suzanne Grix
- Ms. Angela Nocera
- Col Sal Nodjomian, USAF (Ret)
- Ms. Kathy Off
- Capt Sid Osgood, USCG (Ret)
- Mr. Justin Payne
- Ms. Lisa Thoele
- Ms. Carrie Ann Williams
KLDC 2.0 Burn-In LOEs

• 2021-22 Lines of Effort:
  • SAME Governance
  • COI Engagement
  • Academy of Fellows Engagement
  • RVP / Post Leader Engagement
  • Elected Director Engagement
  • Military / Federal Engagement
  • Diversity, Equity, and Inclusion
  • KLDC Transition Plan

• Recent Events:
  • 8 Aug PLW Leadership & Succession Planning Workshop
  • 30 Sep National Leadership Opportunities Webinar
Executive Committee IGE Project Selection

Prepared for:
Executive Committee
October 20, 2021
10/20/21 XC Meeting Outcomes

• Outcomes:
  – Score, Approve / Disapprove Current *Pending Pressing Issues*
  – Approve XC Champion assignments

• Read Ahead:
  – IGE Matrix
  – Justification for each *Pending Pressing Issue*
  – Score sheet (Excel form)
  – Suggested scoring for each *Pending Pressing Issue*
## Current IGE Project Status

(IGE Project Matrix included in the read-ahead package)

### Project Delivery

<table>
<thead>
<tr>
<th>Source</th>
<th>Strategic Goal</th>
<th>Impact (Education, Advocacy)</th>
<th>Project Manager</th>
<th>XC Champion</th>
<th>Lead COI</th>
<th>Level of Effort</th>
<th>Adequate Resources</th>
<th>Schedule</th>
<th>PM Plan (Y/N)</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>SDVOSB Certification</td>
<td>-</td>
<td>1</td>
<td>Advocacy</td>
<td>Neeld Wilson</td>
<td>N/A</td>
<td>N/A</td>
<td>LOW</td>
<td>N/A</td>
<td>MAY’23</td>
<td>N/A</td>
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<tr>
<td>Cost Engineering</td>
<td>-</td>
<td>1</td>
<td>Education</td>
<td>Miro Kurka</td>
<td>N/A</td>
<td>N/A</td>
<td>MED</td>
<td>N/A</td>
<td>NOV’21</td>
<td>N/A</td>
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<tr>
<td>Task Order Requirement Notice (TORN)</td>
<td>-</td>
<td>1</td>
<td>Advocacy</td>
<td>Bob Keyser</td>
<td>N/A</td>
<td>N/A</td>
<td>LOW - MED</td>
<td>N/A</td>
<td>FEB 22, DEC 22**</td>
<td>N/A</td>
</tr>
<tr>
<td>Project Partnering</td>
<td>-</td>
<td>1</td>
<td>Education</td>
<td>Sal Nodjomian</td>
<td>N/A</td>
<td>N/A</td>
<td>LOW</td>
<td>N/A</td>
<td>EAQ Q1’22</td>
<td>N/A</td>
</tr>
<tr>
<td>Alternative Project Delivery (ADM)</td>
<td>-</td>
<td>1</td>
<td>Education</td>
<td>Sal Nodjomian</td>
<td>N/A</td>
<td>N/A</td>
<td>HIGH</td>
<td>N/A</td>
<td>MAY’23</td>
<td>N/A</td>
</tr>
<tr>
<td>Small Business size Standards: Challenges Facing Transitioning Federal Small Businesses: A Proposed Framework &amp; Solution</td>
<td>COI</td>
<td>1</td>
<td>Advocacy</td>
<td>Mercedes Enrizquez, Sally Clark</td>
<td>SB</td>
<td>MED</td>
<td>TBD</td>
<td>N/A</td>
<td>Y</td>
<td>White paper produced; IGE Team forming for next steps, PM Plan submitted</td>
</tr>
<tr>
<td>Contractor Performance Assessment Reporting System (CPARS) Education &amp; Reform</td>
<td>EAG</td>
<td>1</td>
<td>Advocacy</td>
<td>Michael Blount</td>
<td>TBD</td>
<td>FAM</td>
<td>HIGH</td>
<td>TBD</td>
<td>N/A</td>
<td>Y</td>
</tr>
</tbody>
</table>

### Education & Reform

- SBA implements a five-year (5) moratorium program for businesses in NAICS Sector 23 allowing transition into the unrestricted market. A five-year moratorium would aid the transition once the $39.5 million cap has been exceeded and substantially alleviate the current obstacles small businesses face as they transition into the unrestricted market.
- Ratings consistency within an Agency and across all Agencies;
- Incorporation of CPARS definitions and understanding into Partnering;
- Establish a dispute resolution process for low ratings;
- Establish correlation between meaning of CPARS scores given during and after a project; and interpretation by source selection board;
- Promulgate and support CPARS training for vendors.
Current IGE Project Highlights

• Cost Engineering:
  – White Paper to NOV’21 EAG
  – If no additional questions or requested actions, SAME Perspectives produced and sunset project

• Project Partnering:
  – Progress brief to NOV’21 EAG
  – EOQ Q1’22 scheduled project sunset and SAME Perspectives production

• SB Size Std & CPARS: PM Plan received; projects underway

• CPARS: Need XC Champion
### Pressing Issue Status

**SAME INDUSTRY-GOVERNMENT ENGAGEMENT (IGE) PROJECTS MATRIX**

**AS OF: 10/5/21 (Includes 6/29/21 EAG Pressing Issues)**

<table>
<thead>
<tr>
<th>Pending Pressing Issues</th>
<th>Source</th>
<th>Strategic Goal</th>
<th>Impact (Education, Advocacy)</th>
<th>IGE Team Project Manager</th>
<th>XC Champion</th>
<th>Lead COI</th>
<th>Notes</th>
<th>Impact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Avoiding PFAS Information Overload: Targeted Training for Operational Entities (OSD)</td>
<td>EAG</td>
<td>1</td>
<td>Advocacy / Education</td>
<td>Bill DiGuiseppi</td>
<td>Jeff Davis</td>
<td>ENV COI Meeting discussion 8/18/21; justification received 9/15/21</td>
<td>Enables DOD, other Public personnel, and contractors to effectively address PFAS issues by providing accurate, concise, tailored and digestible PFAS knowledge.</td>
<td></td>
</tr>
<tr>
<td>Cybersecurity: Raising Awareness of Current &amp; Emerging Cyber Threats to Smart Operational Technologies (OT) &amp; Development of Effective Policy &amp; Standards Enhancing Cybersecurity Resiliency for Federal Facilities &amp; Infrastructure (CG)</td>
<td>EAG, COI</td>
<td>1</td>
<td>Advocacy / Education</td>
<td>Lucian Niemeyer, Brian May</td>
<td>Heather Wishart-Smith</td>
<td>RES</td>
<td>LN/BM developing &quot;charter&quot;, should have NLT 8/13/21; received 8/17/21</td>
<td>- Raising awareness of current and emerging cyber threats to smart operational technologies (OT) used in federal facilities and infrastructure; - Facilitate development of effective policy and standards aimed at enhancing the cybersecurity and resiliency of federal facilities and infrastructure.</td>
</tr>
<tr>
<td>Climate Change: Sea Level Rise in Coastal Regions and its Effect on Military and other Public Infrastructure (OSD)</td>
<td>EAG</td>
<td>1</td>
<td>Advocacy / Education</td>
<td>Albert Romano, Carrie Ann Williams</td>
<td>RES Chair developing justification, NLT EOM 08/21. (8/9/21); received 9/13/21</td>
<td>Provides resilience education, awareness, and best practices related to climate change and adaptation (CCA) focusing attention on Military and other public infrastructure impacts and best practices.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SAME SP Goals 3-5 (NAVFAC)</td>
<td>EAG</td>
<td>3-5</td>
<td>Education / Advocacy</td>
<td>N/A</td>
<td>Jeff Davis</td>
<td>N/A</td>
<td>NO SCORING: Preparing a summary document to submit to the EAG in SAME SP Goals 3-5 current efforts</td>
<td>Efficiently inform EAG members of ongoing SAME Goal 3-5 efforts and impacts.</td>
</tr>
<tr>
<td>Joint Industry - Government Training (Business acumen, procurement, etc.) (OSD)</td>
<td>EAG</td>
<td>1</td>
<td>Education</td>
<td>TBD</td>
<td>TBD</td>
<td>FAM</td>
<td>NO SCORING: Requested additional scope clarification from the EAG (thru SLOs)</td>
<td></td>
</tr>
<tr>
<td>Energy Resilience (CG)</td>
<td>EAG, COI</td>
<td>1</td>
<td>Advocacy / Education</td>
<td>TBD</td>
<td>TBD</td>
<td>E&amp;S</td>
<td>NO SCORING: Requested additional scope clarification from the EAG (thru SLOs)</td>
<td></td>
</tr>
<tr>
<td>Construction means and methods (prefabrication, etc.) (NAVFAC, USACE)</td>
<td>EAG</td>
<td>1</td>
<td>Education / Advocacy</td>
<td>TBD</td>
<td>TBD</td>
<td>JECO</td>
<td>NO SCORING: Requested additional scope clarification from the EAG (thru SLOs)</td>
<td></td>
</tr>
</tbody>
</table>
Pending Pressing Issue Highlights

- PFAS, Cyber & Climate Change: Scored, ready for approval
- SAME SP Goals 3-5: White Paper to NOV’21 EAG
- Joint Industry-Gov’t Trng, Energy Resilience & Const Means & Methods: Requested additional clarification from EAG (SLOs)
- Energy Resilience: Energy & Sustainability developing a project submission
## Pressing Issue Completed Scoring

<table>
<thead>
<tr>
<th>Pending Pressing Issues</th>
<th>Source</th>
<th>Strategic Goal</th>
<th>IGE Team</th>
<th>Impact</th>
<th>AVERAGE SCORE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Avoiding PFAS Information Overload: Targeted Training for Operational Entities (OSD)</td>
<td>EAG</td>
<td>1</td>
<td>Bill DiGiuseppi, Jeff Davis</td>
<td>- Enables DOD, other Public personnel, and contractors to effectively address PFAS issues by providing accurate, concise, tailored and digestible PFAS knowledge.</td>
<td>17.06</td>
</tr>
<tr>
<td>Cybersecurity: Raising Awareness of Current &amp; Emerging Cyber Threats to Smart Operational Technologies (OT) &amp; Development of Effective Policy &amp; Standards Enhancing Cybersecurity Resiliency for Federal Facilities &amp; Infrastructure (CG)</td>
<td>EAG, COI</td>
<td>1</td>
<td>Lucian Niemeyer, Brian May, Heather Wishart-Smith</td>
<td>- Raising awareness of current and emerging cyber threats to smart operational technologies (OT) used in federal facilities and infrastructure; - Facilitate development of effective policy and standards aimed at enhancing the cybersecurity and resiliency of federal facilities and infrastructure.</td>
<td>20.56</td>
</tr>
<tr>
<td>Climate Change: Sea Level Rise in Coastal Regions and its Effect on Military and other Public Infrastructure (OSD)</td>
<td>EAG</td>
<td>1</td>
<td>Albert Romano, Carrie Ann Williams</td>
<td>- Provides resilience education, awareness, and best practices related to climate change and adaptation (CCA) focusing attention on Military and other public infrastructure impacts and best practices.</td>
<td>18.13</td>
</tr>
<tr>
<td>SAME SP Goals 3-5 (NAVFAC)</td>
<td>EAG</td>
<td>3-5</td>
<td>N/A, Jeff Davis</td>
<td>- Efficiently inform EAG members of ongoing SAME Goal 3-5 efforts and impacts.</td>
<td>0</td>
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<tr>
<td>Joint Industry - Government Training (Business acumen, procurement, etc.) (OSD)</td>
<td>EAG</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
<td>NO SCORING -- Requested additional scope clarification from the EAG (thru SLOs)</td>
</tr>
<tr>
<td>Energy Resilience (CG)</td>
<td>EAG, COI</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
<td>NO SCORING -- Requested additional scope clarification from the EAG (thru SLOs)</td>
</tr>
<tr>
<td>Construction means and methods (prefabrication, etc.) (NAVFAC, USACE)</td>
<td>EAG</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
<td>NO SCORING -- Requested additional scope clarification from the EAG (thru SLOs)</td>
</tr>
</tbody>
</table>
Pending Pressing Issue to IGE Project Recommendations

• Approve and transition to IGE Project:
  – Avoiding PFAS Information Overload: Targeted Training for Operational Entities
  – Cybersecurity: Raising Awareness of Current & Emerging Cyber Threats to Smart Operational Technologies (OT) & Development of Effective Policy & Standards Enhancing Cybersecurity Resiliency for Federal Facilities & Infrastructure
  – Climate Change: Sea Level Rise in Coastal Regions and its Effect on Military and other Public Infrastructure

• Approve, move to Parking Lot (resource constraint):
  – None

• Disapprove and notify Submitter:
  – None
XC Champion Recommendations

- Small Business Size Standard: Sally Clark
- CPARS Education & Reform: TBD
- Avoiding PFAS Information Overload: Jeff Davis
- Cybersecurity: Heather Wishart-Smith
- Climate Change: Carrie Ann Williams
IGE Program Communication Plan

• The Military Engineer (TME), NOV-DEC’21:
  – IGE Program Update article including new process and newly approved projects
  – Project list sidebar including all projects and brief status update

• IGE Webpage:
  – Revamped webpage including tabular project list with impacts
  – “Do You Want to Know More” button for each linked to project documents

• SAME Perspectives:
  – Documents all completed projects: Results, impacts, efforts expended
  – Forms important resource for future Thought Leadership
IGE Program Management Plan Development Major Milestones

<table>
<thead>
<tr>
<th>Phase I: Governance</th>
<th>Target</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Management Matrix (Workload Management)</td>
<td>3 QTR 21</td>
</tr>
<tr>
<td>Executive Committee Role (Determine Priorities)</td>
<td>3 QTR 21</td>
</tr>
<tr>
<td>Executive Advisory Group (EAG) Role (Government Perspective &amp; Needs)</td>
<td>4 QTR 21</td>
</tr>
<tr>
<td>Industry Role (Industry Perspective &amp; Needs)</td>
<td>4 QTR 21</td>
</tr>
<tr>
<td>Operationalize COIs (Expand technical member support for XC Priorities, Stakeholder management)</td>
<td>2 QTR 22</td>
</tr>
</tbody>
</table>
# IGE Program Management Plan Development Major Milestones

<table>
<thead>
<tr>
<th>Phase II: Management</th>
<th>Target</th>
</tr>
</thead>
<tbody>
<tr>
<td>National Industry-Government Engagement Plan (NIGEP)</td>
<td>3 QTR 21</td>
</tr>
<tr>
<td><strong>Responsibilities</strong></td>
<td>3 QTR 21</td>
</tr>
<tr>
<td><strong>Collection, Identification of Issues (Pressing, Project Delivery, Joint Engineering)</strong></td>
<td>3 QTR 21</td>
</tr>
<tr>
<td><strong>Selecting Priority Issues</strong></td>
<td>3 QTR 21</td>
</tr>
<tr>
<td><strong>Determining Impact, Task Organizing, Assignment</strong></td>
<td>4 QTR 21</td>
</tr>
<tr>
<td><strong>Project Management</strong></td>
<td>4 QTR 21</td>
</tr>
<tr>
<td>Metrics (measuring impact)</td>
<td>4 QTR 21</td>
</tr>
<tr>
<td>Other IGE Programs (COI initiatives, Post support, webinars, education, etc.)</td>
<td>4 QTR 21</td>
</tr>
<tr>
<td>Communications (Reporting progress, Sharing perspectives, Celebrating impact)</td>
<td>4 QTR 21</td>
</tr>
<tr>
<td>Resource Strategy</td>
<td>4 QTR 21</td>
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</table>
Diversity, Equity & Inclusion Action Plan

Status Update

20 Oct 2021
Purpose of Presentation

– Raise awareness of DEI Action Plan
– Provide a status update
– Request feedback by 3 Nov 2021
Overview of DEI Action Plan & DEI Subcommittee

As a Society, our mission is to build leaders and lead collaboration among government and industry to develop multidisciplined solutions to national security infrastructure challenges. Over the course of a century, SAME has created opportunities for leadership development, networking, and technical collaboration across the A/E/C profession. All over the world, an increasing awareness of the business case for diversity and inclusion (D&I) is on the rise. Research consistently cites D&I as a source of competitive advantage and a key enabler of growth.

- Developed a detailed Pathways Action Plan.
- Consolidated number of Paths Forward from 6 to 4 to focus efforts.
- Scheduling these actions over the next year and beyond.
- Collaborating and engaging across Society, engaging on DEI.
Pathway 1: Commit & Cascade | Articulate the Society's vision and cascade accountability for delivery to the Posts.

**Task Description & Purpose**

**Executive Commitment.** Develop Executive Letter of Commitment to be included on website and similar materials to demonstrate top-level Society commitment to DEI. Work with Society President/Office to craft document. Expand diversity commitment beyond gender, race/ethnicity, and professional background.

**DEI Toolkit.** Establish DEI toolkit in support of the strategic plan’s objective to "provide a repository of industry-government engagement tools, resources, and lessons learned on the SAME national website." Decide on composition of toolkit and what content should be in the toolkit.

**External Communications.** Create external messaging for DEI in support of "communications to inform, educate, and reinforce SAME’s impact to the nation." Tout/advertise DEI toolkit events, Post activities, goals achievements, etc. Review SAME website content for current DEI terminology and modify as needed. Add more imagery reflective of current/future membership. Recommend changes as needed. Work with Jill for approvals.

**Leadership Representation & Training.** Support the Posts, COI, National Leader Development Program in ensuring diverse representation of Post/COI leaders and of classes. --look at current make-up of classes and Post/COI leaders. --review recruiting efforts and criteria to support inclusion. --look at curriculum to address DEI.

**Industry-Government Engagement Workshop.** Identify Industry-government engagement workshops to develop relationships and collaboration in addressing national, state, and local needs to build equitable infrastructure and communities. Conduct tabletop exercises at Posts/Regions to stimulate collaboration among military & civilian engineers & planners.

**Conduct Membership Survey and Analyze Demographics.** Follow up on 2020 survey every to gauge member perceptions on diversity, equity and inclusion and analyze member demographics.

**Consider DEI award (post and individual).**

**Engage across COIs.** Hold targeted conversations and set goals with COIs to explore diversity efforts, offer opportunities, scholarships and outreach to underserved communities (K12, Camps, LDP, etc.)

**Steamers.** Codify DEI into the Streamers (to include STEM programs/ K12 outreach)

**Determine actions to ensure continuity beyond 2022/2023.**
Pathway 2: Link DEI to Membership Growth

Demonstrate SAME's commitment to advancing the future of the AEC industry & increase interest in SAME membership.

**Task Description & Purpose**

**DEI Toolkit.** Identify strategies to attract more diverse and equitable populations that reflect the Society's commitment to recruitment, advancement and retention. Work with internal COIs/Program leaders to determine best ways to engage and collaborate with them.

**Member Recruitment.** Work w/ sustaining member companies & military representation to broaden inclusion of the SAME representatives and, through SAME participation, to provide development opportunities for member employees.

**External Communications.** Publish SAME DEI article in Diversity in Action looking for members who are like-minded believing in a strong United States.

**Explore SAME's demographics compared to USG/US Military.** Look into why SAME does not reflect the military's diversity: conduct interviews & listening sessions, and respond by addressing those issues (e.g. STEM interest) -- Understand how they find value (how do you find value by being a member here?)

**Collecting demographic information.** Consider collecting diversity demographic information for benchmarking and progress measurement

**Communicate diversity of SAME membership.** Review TME and website for diversity of photos. Work with communications team to set guidelines to reflect DEI goals. Member spotlights in the TME to spotlight the diversity of membership in SAME
Pathway 3: Mentoring & Training

**Task Description & Purpose**

**DEI Toolkit.** Develop DEI classes for Post leaders (which would be included in Toolkit) to provide basic literacy on DEI and how they can support efforts w/in Posts. Determine type of training needed. May incl. Relationship Building, Bias training, Allyship, etc.

**DEI Toolkit.** Develop an unconscious bias training video to develop awareness that we all have unconscious bias. Provide video to leadership groups within Society.

**DEI Toolkit.** As part of DEI Toolkit, provide resources to help sustaining members bring DEI initiatives to their firms.

**Leadership Development.** Work with Leadership Development Program (LDP) COI to develop DEI-content for LDP curriculum to educate emerging leaders on DEI

**Mentoring.** Develop/enhance current strategy for member mentoring to include/set DEI goals for existing Society programs. Review scholarship programs for colleges and camps to better target underrepresented communities. Work with internal COIs/Program Leaders to facilitate buy-in and engagement.

**Credentialing.** Support credentialing & training of underrepresented groups of service members. Develop plan to use scholarship funds to support training for licensing.

**Camp/Scholarship Program Recruitment.** Develop handout/ppt slide that SAME Posts and member companies can use to share information and aid in recruiting underrepresented communities for camps and college scholarships. Create customizable document for use by local Posts.

**Camp/Scholarship Program Requirements.** Examine/Revise requirements for scholarships and camp admissions with the goal of recruiting diverse campers and campers who have not been exposed to STEM previously. Work with Camp COI in providing support inclusive camp membership. Look into communities to bring people who have never been involved in STEM - introduce them to camps. Alter criteria.

**Scholarships.** At post level, provide assistance to families to support first generation college goers, which may include $$ assistance to cover incidental costs or internships.

**STEM Programs.** Reach new students through STEM programs that have not been exposed to engineering previously. Develop programs that reach students (and their families) at all levels - elementary, middle, and high school.

**Camp/Scholarship Program Recruitment.** Stand-up, man training rooms for weekend or after school programs. Develop kit, webinar for Posts (projects for kids)

Approach Eng Firms for sponsorship

Example: Goodwill Houston has training rooms, the employees inviting students, SAME teaching

**STEM Programs.** Organize/sponsor/participate in a STEM competition or activity for K-12 audience, targeted to underrepresented communities.

Develop a conference mentoring program: pair underrepresented attendees with an experienced mentor to talk for several months before and be introduced at the icebreaker.

Include HBUs, online programs, and Tech Schools in scholarship Programs

Ask Fellows to take on at least one mentee from an underrepresented group

Work with KLDC for transparent & open communication and recruitment

Develop DEI curriculum for Post Leaders workshop

Dedicated to National Security Since 1920
Pathway 4: Partnering with Other Organizations

<table>
<thead>
<tr>
<th>Task Description &amp; Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prioritize strategic partners</td>
</tr>
<tr>
<td>Mentor the underrepresented groups in the partner organizations</td>
</tr>
<tr>
<td>Look at existing partnerships to see where we can increase recruiting efforts to expand outreach to underrepresented groups</td>
</tr>
<tr>
<td>Set up meetings with strategic partners</td>
</tr>
<tr>
<td>Invite diverse engineering organizations to our meetings, events, training, etc. at the National Level/COIs</td>
</tr>
<tr>
<td>Seek alignment with strategic partners like NSBE, SHPE, BEYA.</td>
</tr>
<tr>
<td>Engage with Association of Engineering Societies on its DEI initiative and cross-sharing of experience and content.</td>
</tr>
<tr>
<td>Review current partners and identify if we are missing any strategic partners</td>
</tr>
</tbody>
</table>
Next Steps

– Prioritizing and Scheduling Actions with Champions from DEI Subcommittee
– Make Action Plan available on SAME website (membership section)
– Request Feedback on Action Plan by 3 Nov 2021
Questions to answer:

1. Are current bylaws (dated 19.7.21) fit for purpose?
2. What is the absolute minimums required for bylaws for a non-profit corporation?
3. What can come out of the bylaws? Do we want it out of the bylaws? Why does it need to be added / deleted?
4. If the bylaws isn't the right location for it, where does it go (e.g. operations manual)? Who is responsible for making this change?
5. Is the Society membership better served by a recommended change? Does it make governance more functional?

Separate question for us to answer:

Does the bylaws subcommittee remain as a standing body? If so, what are its business rules? (i.e. where does it reside, who picks members, how long do the members sit on the subcommittee, etc.)
Milestones

- 20 Oct: update on info subcommittee actions, intended focus, schedule – ask for adjusts
- 16 Nov: provide BOD update on subcommittee actions, work plan & schedule
- 15 Dec: present XC first recommendation for changes
- Jan – Feb:
  - Determine final round of changes / coordinate
  - Outline subcommittee business rules for comment
- 21 Mar: XC update on final recommendations
- Apr: finalise all recommendations
- 9 May: outbrief BOD on final recommendations for bylaw adjustments & subcommittee plan