

# MEMO

**To:** Board of Trustees  
**From:** Dave Renner  
**Re:** Charter for Governance Measurement Task Force  
**Date:** October 31, 2013

## Action Requested

Approve the creation of the new Governance Measurement Task Force comprised of five members to review the governance change pilots and develop annual reports to the membership and a formal report for the 2016 House of Delegates.

Approve     Reject     Other \_\_\_\_\_

The 2013 House of Delegates adopted Substitute Resolution 300, which suspended the House of Delegates until 2016 to allow new governance models to be piloted. The resolution specifically directed the MMA to “develop specific measurements to determine whether these governance changes are successful in increasing member engagement in policy decision-making,” and to provide annual updates to the membership. It also called for the development of a formal report to be presented to the Board of Trustees and the 2016 House of Delegates so they can determine whether the changes should continue permanently.

To meet these obligations, staff is recommending the creation of the Governance Measurement Task Force that would develop measures and oversee the reports to members on the governance changes. The first meeting of the task force would be in the 2<sup>nd</sup> quarter of 2014, meeting regularly through the 3<sup>rd</sup> quarter of 2016.

The task force members would be:

- The Speaker of the House who would chair the task force;
- Two members of the Board of Trustee appointed by Board Chair
- Two members of the Policy Council appointed by the Policy Council Chair



## Charter

The charter of the task force would be as follows:

*The Governance Measurement Task Force is established to:*

- *Develop specific measures to determine whether the governance changes have:*
  - *Increased member engagement in the public policy development process,*
  - *Improved member satisfaction,*
  - *Increased MMA membership;*
  
- *Review and approve annual member updates on the progress of the governance changes;*
  
- *Develop, review, and approve a formal report related to the future governance structures of the MMA for action at the 2016 House of Delegates.*

## Items to review

Items under the purview of the task force include:

- Policy Council
- Policy Forums
- Listening Sessions
- Future of the House of Delegates
- Member Wide Voting

## Measures

The task force will consider measures, including but not limited to:

- Member inclusiveness
  - Ease and opportunity for individual members to bring issues forward
  - Are policy forum, listening session participants reflective of member demographics
  - Do members feel their voice is being heard
  
- Member engagement
  - How many members are participating in policy forums
  - How many members are participating in listening How many members are participating in Policy Council/Annual Meeting events
  - Number and percentage of members voting for MMA leaders

- Ability to make informed but nimble decisions
  - Are MMA policy positions aligned with strategic direction
  - Are issues from the Policy Council being acted on by the Board of Trustees
  - Are we making timely yet informed decisions
  - Are there mechanisms to hear and act on emerging issues
  
- Member satisfaction
  - Do members feel they have a voice in MMA direction
  - Attendee satisfaction responses at each meeting

The task force will determine the best mechanisms to gather the needed data, whether it be responses from attendees at MMA events, MMA voting participation, or member surveys.

## Reports

The task force will oversee the annual reports to the membership on the progress of the changes. They will also oversee the formal report that is required to be made to the Board of Trustees and the 2016 House of Delegates. The report shall include at a minimum:

- A summary of successes and challenges with the new governance changes; and
- Recommendations for next steps or further improvements for MMA's governance structures.