



**PUBLIC EDUCATION COMMITTEE
MAY 21, 2015**

6

SUBJECT: ACTION PLANNING PROCESS UPDATE

ACTION: RECEIVE AND FILE UPDATE REGARDING ACTION PLANNING PROCESS

RECOMMENDATION

Receive and file status update regarding the action planning process.

ISSUE

This following is a status report on the progress of the BPM Executive Office action planning process.

DISCUSSION

The discussion below summarizes the actions taken by staff in consultation with SOLID Planning Solutions ("SOLID") professionals over the last several weeks since Board approval of the Board of Podiatric Medicine ("BPM") Strategic Plan 2015-2018 at the March 6, 2015 meeting of the Board.

Since adoption of the plan, the executive office facilitated a meeting for an action planning session with the SOLID team on March 13, 2015, at the Department of Consumer Affairs, HQ2 located at 1747 N. Market Street, Sacramento, California. Through this effort staff was able to identify major tasks, prioritize objectives, establish key timeframes and target due dates in addition to assigning responsibilities for each identified activity.

Of the 5 strategic goal areas and 20 identified objectives adopted in the 2015-2018 Strategic Plan, staff was able to pinpoint a total of 68 total items for action directed at meeting BPM goals and objectives during the next four years. For the Organizational Relationships goal area falling under the jurisdiction of the Public Education Committee staff identified 16 action items for completion.

A summary of the Goal Areas and Objectives for Organizational Relationships along with their corresponding action items identified as a result of the staff action planning session are listed below for Board reference and review.

GOAL AREA FIVE (5): ORGANIZATIONAL RELATIONSHIPS

1. Increase outreach to DPMs and stakeholders to strengthen cooperation, answer questions and provide transparency.
 - a. **Develop, publish and distribute quarterly BPM newsletter to provide DPMs and stakeholders enhanced information regarding Board activities.**
 - b. **Distribute BPM program brochures to identified stakeholders consistently.**
 - c. **Redevelop and improve BPM website.**
 - d. **Develop and implement internet based FAQs page.**
 - e. **Continue quarterly Committee and Board meetings utilizing webcasting technology.**
 - f. **Research innovative solutions and options for stakeholder training and education.**
 - g. **Develop BPM publication regarding the Laws Relating to the Practice of Podiatric Medicine.**

2. Increase outreach to consumers to strengthen consumer confidence in the effectiveness of the Board, answer questions and provide transparency.
 - a. **Develop and publish quarterly BPM newsletter to provide DPMs and stakeholders information regarding Board activities.**
 - b. **Distribute quarterly BPM newsletters and BPM program brochures consistently.**
 - c. **Redevelop and improve BPM website.**
 - d. **Develop and implement internet based FAQs page.**
 - e. **Continue quarterly Committee and Board meetings utilizing webcasting technology.**
 - f. **Research innovative solutions and options for stakeholder training.**
 - g. **Develop BPM publication regarding the Laws Relating to the Practice of Podiatric Medicine.**

3. Increase the Board's and DPM's presence at other DCA professional board meetings and events to establish the Board's position with stakeholders, mitigate organizational, administrative and/or governmental biases in an effort to further the Board's mission.

a. **Attend meetings of the related regulatory health Boards.**

b. **Review and research related regulatory health Board meeting agendas to identify issues impacting BPM.**

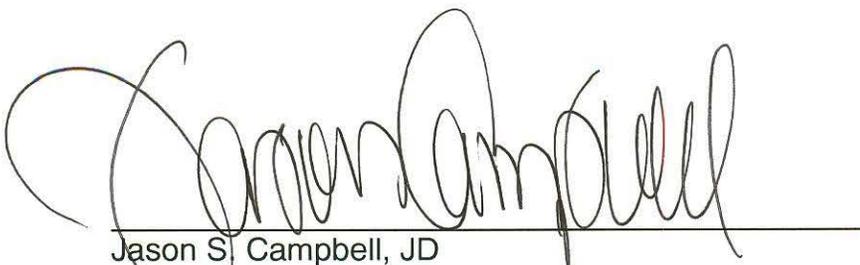
NEXT STEPS

Staff has undertaken action planning steps to begin completing the identified action items in order to effectively meet BPM goals and objectives contained in the 2015-2018 Strategic Plan. Continued quarterly updates will be provided to the Board to provide progress updates and

ATTACHMENTS

- A. BPM Strategic Plan 2015-2018 – Organizational Relationships Goal Areas
- B. BPM Action Planning Matrix

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Jason S. Campbell, JD
Executive Officer

Organizational Relationships Objectives

1. Increase outreach to Doctors of Podiatric Medicine (DPMs) and stakeholders to strengthen cooperation, answer questions, and provide transparency.
2. Increase outreach to consumers to strengthen consumer confidence in the effectiveness of the Board of Podiatric Medicine (Board), answer questions, and provide transparency.
3. Increase the Board's and DPM's presence at other Department of Consumer Affairs professional board meetings and events to establish the Board's position with stakeholders, and mitigate organizational, administrative, and/or governmental biases in an effort to further the Board's mission.



Goal Area 5: ORGANIZATIONAL RELATIONSHIPS:

5.1	Increase outreach to DPMs and stakeholders to strengthen cooperation, answer questions and provide transparency.				HIGH
Activities		Start Date	Status	Assigned Staff	Completion Date
a.	Develop, publish and distribute quarterly BPM newsletter to provide DPMs and stakeholders enhanced information regarding Board activities.	Q4 (Apr) 2015 FY 14/15	Begun	All Staff	Ongoing
b.	Distribute BPM program brochures to identified stakeholders consistently.	Q1 (Jul) 2017 FY 17/18		Licensing Coordinator, Program Support	Ongoing
c.	Redevelop and improve BPM website.	Q4 (Apr) 2015 FY 14/15	Begun	E.O.	Q2 (Oct) 2015 FY 15/16
d.	Develop and implement internet based FAQs page.	Q4 (Apr) 2016 FY 15/16		E.O.	Q4 (Apr) 2017 FY 16/17
e.	Continue quarterly Committee and Board meetings utilizing webcasting technology.	Q3 (Feb) 2015 FY 14/15	Begun	All Staff	Ongoing
f.	Research innovative solutions and options for stakeholder training and education.	Q4 (Apr) 2015 FY 14/15	Begun	E.O.	Q2 (Dec) 2015 FY 15/16
g.	Develop BPM publication regarding the Laws Relating to the Practice of Podiatric Medicine.	Q4 (Jun) 2017 FY 16/17		E.O.	Q1 (Jun) 2018 FY 17/18

Goal Area 5: ORGANIZATIONAL RELATIONSHIPS:

5.2	Increase outreach to consumers to strengthen consumer confidence in the effectiveness of the Board, answer questions and provide transparency.				HIGH
Activities		Start Date	Status	Assigned Staff	Completion Date
a.	Develop and publish quarterly BPM newsletter to provide DPMs and stakeholders information regarding Board activities.	Q4 (Jun) 2015 FY 14/15		Program Support	Ongoing
b.	Distribute quarterly BPM newsletters and BPM program brochures consistently.	Q2 (Aug) 2015 FY 15/16		Licensing Coordinator, Program Support	Ongoing
c.	Redevelop and improve BPM website.	Q4 (Apr) 2015 FY 14/15	Begun	E.O.	Q2 (Oct) 2015 FY 15/16
d.	Develop and implement internet based FAQs page.	Q4 (Apr) 2016 FY 15/16		E.O.	Q4 (Apr) 2017 FY 16/17
e.	Continue quarterly Committee and Board meetings utilizing webcasting technology.	Q3 (Feb) 2015 FY 14/15	Begun	All Staff	Ongoing
f.	Research innovative solutions and options for stakeholder training and education.	Q4 (Apr) 2015 FY 14/15	Begun	E.O.	Q2 (Dec) 2015 FY 15/16
g.	Develop BPM publication regarding the Laws Relating to the Practice of Podiatric Medicine.	Q4 (Jun) 2017 FY 16/17		E.O.	Q1 (Jun) 2018 FY 17/18

Goal Area 5: ORGANIZATIONAL RELATIONSHIPS:

5.3	Increase the Board's and DPM's presence at other DCA professional board meetings and events to establish the Board's position with stakeholders, mitigate organizational, administrative and/or governmental biases in an effort to further the Board's mission.					HIGH
Activities		Start Date	Status	Assigned Staff	Completion Date	
a.	Attend meetings of the related regulatory health Boards.	Q3 (Mar) 2015 FY 14/15	Begun	E.O. and Admin Analyst	Ongoing	
b.	Review and research related regulatory health Board meeting agendas to identify issues impacting BPM.	Q3 (Mar) 2015 FY 14/15	Begun	E.O. and Admin Analyst	Ongoing	