

# **Board of Forestry Strategic Planning Process**

## **Background**

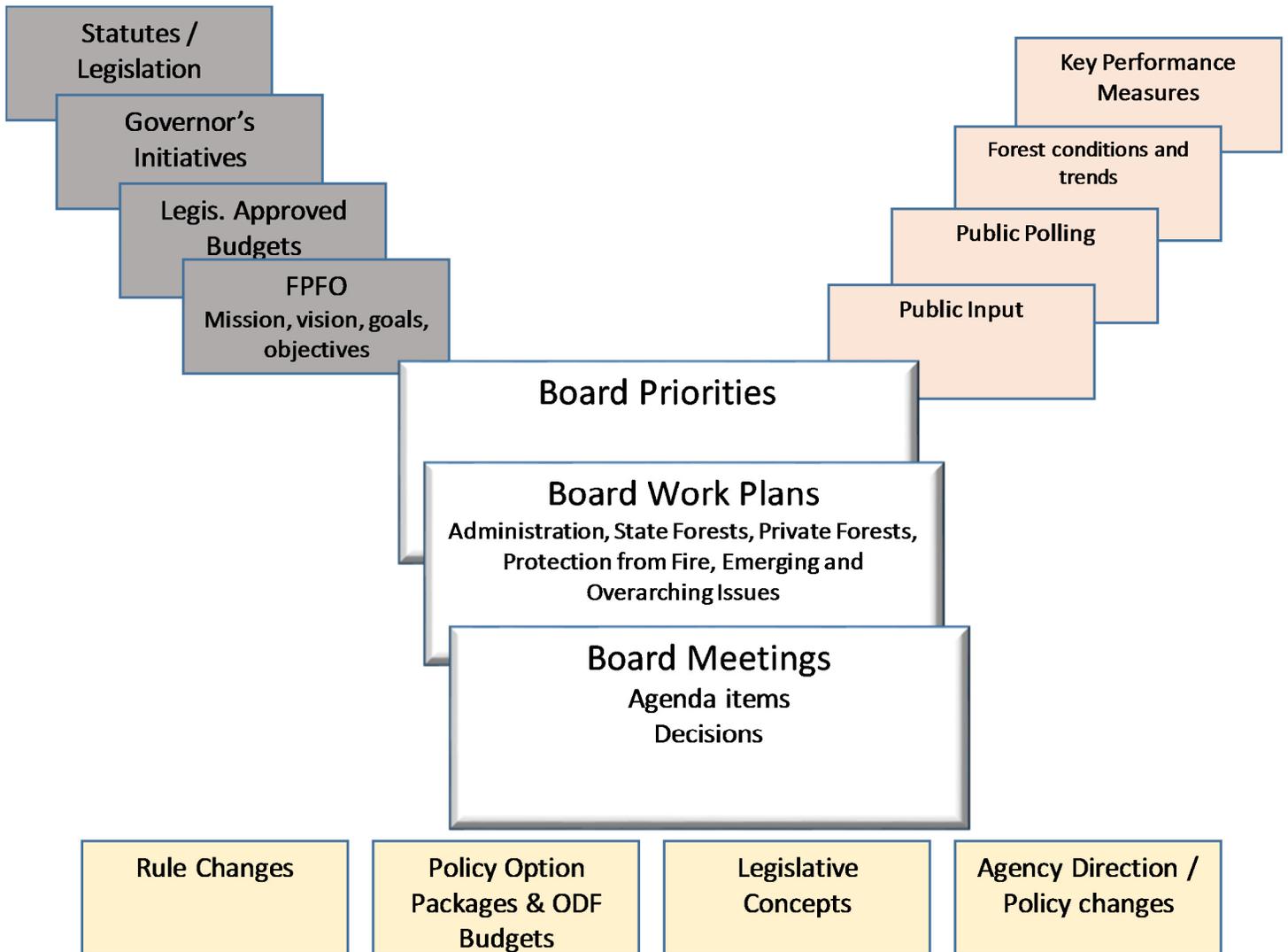
The Work Plan process is designed to create a systematic way for the Board to identify issues and set priorities that lead to specific decisions and products. The process is also designed to link with the biennial budget cycle where resources are identified for, and allocated to, Department programs.

The Board of Forestry work plans are organized around the core business functions of the agency. There are work plans for each of the major divisions within the agency: Administrative, Protection from Fire, Private Forests, and State Forests. In general, the Division work plans map directly to key department businesses to promote integration of Board and Staff work on priority issues for rule changes, development of legislative concepts and policy option packages, or direction to the agency on major policy changes (i.e., decision making).

The process of developing work plans provides a number of advantages including:

- Allowing staff to more efficiently allocate time among multiple demands,
- Providing the public with a better idea about when to provide input, and
- Organizing the Board's work so that it leads to specific decisions

The Emerging and Overarching Issues work plan is intended to allow the Board more flexibility for spontaneity and exploration of topics not yet ready for decision making or inclusion in one of the division work plans. In this work plan, staff will conduct background research on topics of interest to the Board, identify time lines for discussion, and provide the foundation for division work plan items or allow items to sunset if action will not be taken on the topic.



# Processes and Timelines

Strategic and Operational Planning Process Components and Timelines																									
Odd-Numbered Years												Even-Numbered Years													
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
<b>Legislative Session</b>												<b>L S</b>													
						<b>Periodic Strategic Assessment</b>																			
									<b>BOF Work Plan Integration</b>																
												<b>Budget Prep &amp; Submittal</b>													
												<b>LC Prep &amp; Submittal</b>													
<b>Fiscal Budget &amp; FYOP</b>												<b>Fiscal Budget &amp; FYOP</b>													

## TIMETABLE FOR ODF STRATEGIC PLANNING PROCESSES

Month	ET Strategic Planning	Board of Forestry	Budget	Legislative Concept
<b>Odd-numbered years</b>				
<b>July</b>	Evaluate existing, propose new <b>Strategic initiatives</b>			
<b>August</b>				
<b>September</b>		Information - Take stock of issues and trends		
<b>October</b>		Workshop to discuss 2-year priorities		Development, discussion, vetting of possible LCs
<b>November</b>		Update Board Priority set of issues	ET approval of budget development guiding principles	
<b>December</b>				
<b>Even-numbered years</b>				
<b>January</b>	Div Chiefs – draft new strategic initiatives	Staff recommends changes to <i>Work Plans</i>	Guiding principles on budget development to Board	Board reviews preliminary list of LCs
<b>February</b>	ET – Review DCs initiatives, ID potential POPs/LCs and Board work plan items DCs – Final draft strategic initiatives, key actions, POPs, LCs, Board work plan items		Prepare templates for narrative, POPs and reductions	Vetting concepts continues, Finalize LC list
<b>March</b>		Board approves <i>Work Plan</i> revisions	Review conceptual POPs w/ ET and LT	Board approves LCs
<b>April</b>	DCs – ( <b>March – June</b> ) Incorporate strategic initiatives, key actions, POPs, LCs into ARB documents		Review conceptual POPs w/Board	LC forms due to DAS
<b>May</b>			Complete narratives, POP and reduction documents	Discuss review LCs with DAS and Gov’s office
<b>June</b>	ET – update strategic plan documents & initiative summaries	Work plan progress report	Final review of concepts and POPs w/ Board	
<b>July</b>			Board approves Agency Request Budget	Deadline for additional info to Legis Counsel to assist w/ drafting
<b>August</b>			Finalize input to external systems and narrative document	
<b>September</b>			Budget due to BAM	
<b>October</b>	ET – update strategic plan documents	Workshop – Mid-course priority corrections	Governor’s rec. budget developed (Oct/Nov)	Agencies receive review drafts
<b>November</b>				
<b>December</b>			Review Gov’s recommended budget w/ LT	Legislative Counsel stops work on agency drafts
<b>Odd-numbered years</b>				
<b>January</b>				
<b>February</b>				
<b>March</b>	ET – update strategic plan documents			
<b>April</b>				
<b>May</b>				
<b>June</b>		Work plan progress report		