



Oregon State Interoperability Executive Council Strategic Planning Committee Charter Document

Adopted: Oct. 14, 2003 | Revised: Jun. 21, 2013

Mission Statement

The mission of the strategic Planning Committee is to develop the framework of the State Interoperability Executive Council's (SIEC) strategic plan, referred hereafter as the Statewide Communications Interoperability Plan (SCIP), and to monitor and report the implementation of the Council's goals and objectives. Included will be assisting committees in developing charters, goals and objectives in support of SIEC's SCIP.

Goals & Objectives

- Review SIEC operating structure, planning benchmarks, and policy guidelines
- Recommend legislative actions
- Review and update the SIEC Charter
- Review and facilitate update of the SIEC website

Customers

- Governor and Oregon Legislative Assembly
- SIEC membership and committees
- Public Safety entities at federal, tribal, state, county and municipal levels
- Private entities and vendors that provide support to the public safety community

Success Indicators

- Successful review of the SCIP and effective charters
- Goals and objectives in place within each SIEC committee
- Annual progress report on SCIP implementation

Feedback Plan

- Regular reports to SIEC Executive Committee
- Regular reports to full Council
- Meet as necessary with Council committees, and other customers including the Legislative and Executive branches of State Government

Scope and Priority

Make recommendations to SIEC in line with stated committee mission, goals and objectives.



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Procedures & Meeting Frequency

The committee will meet monthly as necessary, or at the call of the Chair.

Decision Making Process

Decisions will be by consensus. If consensus cannot be reached, the chair will decide and will forward the decision along with dissenting opinions to the SIEC Executive Council.

Decision Ratifying Body

The Oregon State Interoperability Executive Council

Boundary Conditions to Decisions Made

- Full communication with all committee members.
- Meaningful input from other committees, as necessary.

How Decisions are Communicated

- Oral and written reports to Council
- Emails or other methods of communication to stakeholders when necessary
- Inclusion of materials on the SIEC website

Committee Membership

Bob Cozzie (Oregon APCO/NENA); Steve Noel (SWIC); Karl Larson (City of Portland); Sean McSpaden (DAS); Phil Roland (Harris Corp.); Larsen Grabenkort (Motorola Solutions); John Hartsock (Clackamas 800 Radio Group); Steve Marks (DAS)

Team Expectations Clause

- Participate, listen and collaborate on meeting the team's responsibilities
- Be present at scheduled meetings, conference calls or other committee forums
- Relay input in a timely manner

Action Plan

Prepare Statement of Work, including benchmarks and target dates of goals and objectives as set by the committee.