

	A	B	C	D	E	F	G	H	I	J
1	Goal Category	Priority Goal	Action Steps	When	Who/Resources	Coord./Overlap	Work Group	Other Resources	Outcome or Measure	Completed
2	Advocacy	Determine leg. priorities that positively affect underrepresented populations	Build background on a particular topic	Prior to presenting proposal to Board	Board member presenting the legislative proposal.	Data	Jones, Tyson, Olsen, Brand, Plogmann		Ensures board is knowledgeable about topics before taking action	
3	Advocacy	Determine leg. priorities that positively affect underrepresented populations	Create a process for developing an ad hoc and annual process to bring a legislative priority to the board for consideration	Before Feb 21, 2013	Advocacy work group		Jones, Tyson, Olsen, Brand, Plogmann		Creates repeatable process for considering and decisioning legislative priorities	
4	Advocacy	Determine leg. priorities that positively affect underrepresented populations	Develop advocacy strategies for approved legislative priorities	Ongoing as priorities are approved by board	Board members who bring leg. issue to board, full Board	Communications WG, Data WG	Jones, Tyson, Olsen, Brand, Plogmann		Enable the Board to maximize resources to achieve desired legislative outcome	
5	Advocacy	Determine leg. priorities that positively affect underrepresented populations	Constant comparative process to evaluate and account for actions	Ongoing	Board, Advocacy WG		Jones, Tyson, Olsen, Brand, Plogmann		Allows Board to adapt strategy as needed	
6	Education	The DHR Board will identify and gather data related to needs, disparities and opportunities of populations from sources including current pertinent research, other state and community agencies, which uncover, inform and drive board action	Work group will build a template to gather information	By Dec. 5, 2012	Data WG		Yates, Jung, Wong, Stageberg		Template will be created	

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7	Education	The DHR Board will identify and gather data related to needs, disparities and opportunities of populations from sources including current pertinent research, other state and community agencies, which uncover, inform and drive board action	Work group will send out template and receive comments/feedback	Dec. 7, 2012 to send out; Jan 11, 2013 to receive	Work group will gather from staff and commissions		Yates, Jung, Wong, Stageberg		Feedback will be received in appropriate template	
8	Education	The DHR Board will identify and gather data related to needs, disparities and opportunities of populations from sources including current pertinent research, other state and community agencies, which uncover, inform and drive board action	Work group will internally review data sources	Jan. 25, 2013	Data WG		Yates, Jung, Wong, Stageberg		Meeting will take place to evaluate completeness and quality of data collected	
9	Education	The DHR Board will identify and gather data related to needs, disparities and opportunities of populations from sources including current pertinent research, other state and community agencies, which uncover, inform and drive board action	Work group will submit data inventory to Board for review and approval	By Feb. 21, 2013 meeting	Data WG, Board		Yates, Jung, Wong, Stageberg		Data inventory will be approved.	

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10	Education	The DHR Board will identify and gather data related to needs, disparities and opportunities of populations from sources including current pertinent research, other state and community agencies, which uncover, inform and drive board action	Work group will review data inventory quarterly to determine if changes/additions are necessary	Quarterly	Data WG	Communication WG, Advocacy WG, Education WG	Yates, Jung, Wong, Stageberg		Accurate data will help guide future decisions	
11	Communication	The DHR Board will identify strategic messages it will collectively communicate.	Work group will develop an executive summary (elevator speech) that states DHR purpose.	By Feb. 21, 2013 meeting		Communication WG will draft, Board will approve		Soich, Jaimes, Bowser, Smith, Upah	Provides repeatable message that creates common, unified voice of the board - individually and collectively	
12	Communication	The DHR Board will identify strategic messages it will collectively communicate.	Develop brief description of each critical issue based on priorities in the next six months.	6/1/2013 and ongoing		Communication WG, Advocacy WG, Data WG	Soich, Jaimes, Bowser, Smith, Upah		Creates consistency in the message represented by the board/members	
13	Communication	The DHR Board will identify strategic messages it will collectively communicate.	Determine communication message based on audience	3/1/2013 and ongoing		Communication WG, Advocacy WG	Soich, Jaimes, Bowser, Smith, Upah		Message will be molded for intended audience to achieve desired outcome	
14	Communication	The DHR Board will identify strategic messages it will collectively communicate.	Establish means for the public to communicate with the DHR Board	Mar-13		Communication WG develop, DHR resources, staff	Soich, Jaimes, Bowser, Smith, Upah		Board will have transparent, accessible way to receive information from public	

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15	Education	The DHR Board will educate legislators and the public on barriers related to communication, including sign language, non-English languages, and cultural communication barriers.	The work group will identify and quantify communication barriers based on information gathered through data over the next six months.	Jun-13	WG, data	Data WG, Advocacy WG	Soich, Jaimes, Bowser, Smith, Upah		Identified barriers will form basis of education campaign	
16	Education	The DHR Board will educate legislators and the public on barriers related to communication, including sign language, non-English languages, and cultural communication barriers.	The board will prioritize communication based on data and potential impact	Jun-13	WG, Board, data	Data WG, Advocacy WG	Soich, Jaimes, Bowser, Smith, Upah		Provides process for focusing attention/resources	
17	Education	The DHR Board will educate legislators and the public on barriers related to communication, including sign language, non-English languages, and cultural communication barriers.	The board will determine the appropriate communication method and audience	Aug-13	WG, Advocacy WG	Advocacy WG	Soich, Jaimes, Bowser, Smith, Upah		Develops guide for communications to create efficiency and effectiveness of efforts	
18	Education	The DHR Board will educate legislators and the public on barriers related to communication, including sign language, non-English languages, and cultural communication barriers.	The board will create and implement an awareness campaign	Dec-13	WG, Advocacy commissions, staff	Advocacy WG	Soich, Jaimes, Bowser, Smith, Upah		Effectiveness will be measured by whether person receiving the communication completed the desired action.	

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19	Resources	The DHR Board will identify and support partnerships and resources to reduce barriers to underrepresented populations.	The work group will meet to review data and compile a list of barriers	Jan. 22, 2013	WG	Data	Yates, Jung, Wong, Stageberg		Provides active list of issues for the board's consideration	
20	Resources	The DHR Board will identify and support partnerships and resources to reduce barriers to underrepresented populations.	The work group will provide the board with a list of data and barriers	By Feb. 21, 2013 meeting	WG	Data	Yates, Jung, Wong, Stageberg		Creates awareness of board members of issues potentially outside scope of sight	
21	Resources	The DHR Board will identify and support partnerships and resources to reduce barriers to underrepresented populations.	The work group will brainstorm ways to address barriers	After Feb. 21, 2013 meeting	WG	Communication WG, Advocacy WG	Yates, Jung, Wong, Stageberg		Provides options for board to review vs. having to collectively work on task	
22	Resources	The DHR Board will identify and support partnerships and resources to reduce barriers to underrepresented populations.	The work group will present the board an action plan related to resources	April 5, 2014 meeting	WG present, Board approve	Communication WG, Advocacy WG	Yates, Jung, Wong, Stageberg		Group work enables the board to take quick action during meetings.	
23	Resources	The DHR Board will identify and support partnerships and resources to reduce barriers to underrepresented populations.	The work group will provide quarterly progress reports to the board.	Quarterly	WG		Yates, Jung, Wong, Stageberg		Bring gaps and successes to the board's attention	
24	Advocacy	The Board will work with other state agencies to raise awareness and encourage action to remove economic development barriers for underrepresented populations.	The work group will identify state agencies that address economic development	By Feb. 21, 2013 meeting	Advocacy WG		Jones, Tyson, Olsen, Brand, Plogmann		List will help board understand other state agencies and resources for lowans	

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25	Advocacy	The Board will work with other state agencies to raise awareness and encourage action to remove economic development barriers for underrepresented populations.	The work group will work with staff, board and commissions to identify existing connections to these agencies	By April 2013 meeting	Advocacy WG, staff, board, commissions		Jones, Tyson, Olsen, Brand, Plogmann		List will be starting point for strengthening those connections	
26	Advocacy	The Board will work with other state agencies to raise awareness and encourage action to remove economic development barriers for underrepresented populations.	The board will work on strengthening connections over the next year		Board, 2014 Advocacy WG		Jones, Tyson, Olsen, Brand, Plogmann		Strengthened connections provide opportunity to spread message about needs of underrepresented Iowans	
27	Advocacy	The Board will work with other state agencies to raise awareness and encourage action to remove economic development barriers for underrepresented populations.	The board will work on creating new connections over the next year		Board, 2014 Advocacy WG		Jones, Tyson, Olsen, Brand, Plogmann		New connections will result in partnerships, education, stronger referrals	