



The Voice for Excellence in Owner-Accountable, Effective Governance

IPGA'S ORGANIZATIONAL STRUCTURE 2015 - 2018

This structure has been developed in alignment with IPGA's 2015-2018 Action Plan which implements IPGA's Strategic Plan.

The structure consists of:

- a) Core Function Teams and
- b) Learning and Networking Teams, Function Managers, Hubs and Learning Circles

IPGA CORE FUNCTION TEAMS

STRATEGIC LEADERSHIP TEAM	
Team Role	The core Strategic Leadership Team convenes regular video conference meetings to share progress and coordinate activities with the work of IPGA's other teams.
Coordination	Kathy Wiener wepopulus@verizon.net
Current Membership	<ol style="list-style-type: none"> 1. Work team coordinators - see below 2. Function coordinators - see below 3. Caroline Oliver ceo@policygovernanceassociation.org 4. Michael Palmer mpalmer@policygovernanceassociation.org 5. Kathy Wiener wepopulus@verizon.net 6. Members of work teams are also welcome to participate - see below
Commitment	<p>Meeting by teleconference for 1 hour every 6 weeks.</p> <p>Coordinators provide verbal updates on action since the last meeting.</p>
Current Status	Meeting regularly.

MEMBERSHIP RECRUITMENT TEAM

Team Role	<p>To develop executable and sustainable Membership strategies intended to attract, retain and reclaim IPGA members, both individuals and organizations.</p> <ul style="list-style-type: none"> • Build the team • Strategic Membership Goals <ul style="list-style-type: none"> ○ Member Retention & reclamation ○ New Member Outreach ○ Define Member Benefits & Categories ○ Develop programmatic messaging for the year ○ Collaborate with partner organizations to increase membership interest
------------------	--



	<ul style="list-style-type: none"> Define priorities and deadlines
Coordination	Team Leader tba Interim leader: Caroline Oliver ceo@policygovernanceassociation.org
Current Membership	<ol style="list-style-type: none"> Athens Koliass athenskconsulting@gmail.com Caroline Oliver ceo@policygovernanceassociation.org Michael Palmer mpalmer@policygovernanceassociation.org
Commitment	Meet once a month for one hour Assist with research and outreach - approx 2 hours per month.
Current Status	First meeting yet to be called. Currently being handled in meetings between Caroline, Michael and Catherine Chaffee

RESOURCE DEVELOPMENT TEAM

Team Role	<p>The Resource Development Team works to increase IPGA’s financial and human resources and develops creative ways to resource the Association’s operations, events and activities.</p> <p>The team’s charge in 2015 is to create and implement a plan for bringing new sources of funding, revenue and other support to IPGA. This may include such things as building a base of donors, seeking/securing grant funds, getting pro bono contributions, event sponsors/underwriters, etc.</p>
Coordination	Team Leader tba Interim leader: Kathy Wiener
Current Membership	<ol style="list-style-type: none"> John Bohley jbohley@gmail.com Toufic Hakim Toufic@groupi-i.com Joseph Inskeep joseph.inskeep@gmail.com Kathy Wiener wepopulus@verizon.net
Commitment	Meets around every 6 weeks. Members spend an average of 24 hours per year participating in virtual team meetings With opportunities to develop promotional materials, conduct new member outreach, scan for grant opportunities, develop proposals and research/secure pro bono contributions, event sponsors, etc.
Current Status	Meeting regularly



IPGA LEARNING AND NETWORKING TEAMS

LEARNING EVENTS TEAM	
Team Role	Learning Events are a key part of the action plan. Team is responsible for generating ideas and finding speakers for an attractive programme of free and priced events - six events per year as a minimum. Treeline will handle all the Event logistics.
Coordination	Team Leader tba, Interim leader: Caroline Oliver ceo@policygovernanceassociation.org
Membership	<ol style="list-style-type: none"> 1. Caroline Oliver ceo@policygovernanceassociation.org 2. Hartger Wassink post@hartgerwassink.nl 3. Alan Yue alan.yue@xlur8.org
Commitment	Meet every 6 weeks for one hour Assist with research and outreach - approx 1 hour per month
Current Status	First meeting yet to be called.

CONSULTANTS' FORUM TEAM	
Team Role	<p>The Consultants' Forum team develops IPGA's program of Consultants' Forums.</p> <p>These Forums provide opportunities for IPGA Consultants to gather twice a year for intensive mutual learning and discussion to further the implementation of Policy Governance. One of the gatherings is an in-person two day meeting in held February, the other is a half-day virtual video conference held in September. The February 2015 forum will focus on: Simplifying Policy Governance, Consistency Questions and Building/Maintaining the Consultant-Client Relationship.</p> <p>Encouraging participation.</p>
Coordination	Team Leader tba. Interim Leader: Caroline Oliver (will rotate to a new consultant each year?)
Membership	<ol style="list-style-type: none"> 1. Andrew Bergen andrew@governancecoach.com 2. Richard (Dick) Biery richardbiery@broadbaker.com 3. Simon Canning simon@canningconsulting.com 4. Karen Fryday-Field kfryday-field@meridianedgeconsulting.com 5. Joseph Inskip joseph.inskeep@gmail.com 6. Rose Mercier rose@governancecoach.com 7. Caroline Oliver ceo@policygovernanceassociation.org 8. Michael Palmer mpalmer@policygovernanceassociation.org
Commitment	An average of 12 hours per year participating in virtual team meetings To plan the forum and agenda, recruit speakers, etc., some meeting facilitation and participation in the forums
Current Status	First meeting held April 21, next meeting booked for Tuesday, May 26 - 9.30 - 10.30 EST.



CONFERENCE PLANNING TEAM	
Team Role	Advises CEO on conference agenda, activities and promotion.
Coordination	Team Leader tba Interim leader: Caroline Oliver ceo@policygovernanceassociation.org
Membership	<ol style="list-style-type: none"> 1. Robert Ballantyne robert@ballantyne.com 2. Richard (Dick) Biery richardbiery@broadbaker.com 3. John Bohley jpohley@gmail.com 4. Cam Brinsdon cam@boardclarity.co.nz 5. Catherine Chaffee cchaffee@policygovernanceassociation.org 6. Shelley Farouse sfarouse@crnns.ca 7. Karen Fryday-Field kfryday-field@meridianedgeconsulting.com 8. Joseph Inskeep joseph.inskeep@gmail.com 9. Athens Koliass athenskconsulting@gmail.com 10. Rose Mercier rose@governancecoach.com 11. Jannice Moore jannice@governancecoach.com 12. Caroline Oliver coliver@policygovernanceassociation.org 13. Michael Palmer mpalmer@policygovernanceassociation.org 14. Catherine M. Raso Catherine@CMRaso 15. Kathy Wiener wepopulus@verizon.net
Commitment	Attend meetings on 3rd Wednesday each month at 11.30 a.m. - 12.30 p.m. EST. Provide some help at the conference. May break down into smaller groups to focus on specific efforts.
Current Status	Meeting regularly. Conference to be used to refresh membership.

SOCIAL MEDIA TEAM	
Team Role	<p>Moderating and promoting the Policy Governance Practitioners' discussion group on LinkedIn (independent of IPGA) and broadening reach through Twitter and other social media.</p> <p>Advising CEO on building social media and website engagement.</p>
Coordination	Hartger Wassink: post@hartgerwassink.nl Twitter Manager: Marla Mullen marlamullen@yahoo.com
Membership	<ol style="list-style-type: none"> 1. Richard Baker richard.baker@caerusconsulting.co.uk 2. Susan Mogensen susan@browndogconsulting.com 3. Caroline Oliver coliver@policygovernanceassociation.org 4. Hartger Wassink post@hartgerwassink.nl 5. Marla Mullen marlamullen@yahoo.com 6. Jim Steele (Advisor) jsteele@analyseas.com
Commitment	Attend 1 hour meeting once every 6 weeks. Assist with seeding conversations - approx 1 hour every month.
Current Status	Meeting regularly. .



DEMONSTRATED IMPACT TEAM	
Team Role	<p>IPGA’s Demonstrated Impact Team is developing a short and long-range research agenda to substantiate the difference that Policy Governance® and other advanced governance systems make.</p> <p>The team meets virtually by video conference every six to eight weeks. It has produced a draft conceptual framework for understanding the impact of Policy Governance. The group is also undertaking a project to gather information (via surveys and interviews) from approximately 20 PG practicing organizations about what measures/indicators they believe would be useful in determining the extent to which they effectively and fully implement Policy Governance. The team expects the results of this project to inform the research design of a more in-depth and comprehensive pilot project.</p>
Coordination	Karen Fryday-Field kfryday-field@meridianedgeconsulting.com
Membership	<ol style="list-style-type: none"> 1. Sabirah Arrifin SabirahAr@tnb.com.my 2. Roger Ballard rballard@nuvisionfederal.org 3. Richard (Dick) Biery richardbiery@broadbaker.com 4. John Bruce johndbruce@btinternet.com 5. Karen Fryday-Field kfryday-field@meridianedgeconsulting.com 6. Sherry Jennings sherry@soundgovernance.us 7. Kathryn Lebbby klebbby@a4pt.org 8. Kay Stevens kes1106@gmail.com 9. Randy Swing rswing@airweb.org
Commitment	An average of 2 hours per month participating in virtual team meeting and other opportunities to engage in various aspects of research optional
Current Status	Meeting regularly. First research project underway.

CONSISTENCY FRAMEWORK TEAM	
Team Role	<p>The Consistency Framework Committee advises the CEO to assure that IPGA members have access to consistent and accurate information about Policy Governance®.</p> <p>Tasks: Develop and update the Consistency Framework Guide the presentation reviews for IPGA conference using the Framework Analyze other consistency questions from the CEO using the Framework. Evaluate the Conference presentation review process each year. Contributing to Consultants' Forums. Revamping Q & A section of IPGA website.</p>
Coordination	Eric Craymer: eric.craymer@policygovernanceconsulting.com



Membership	<p><i>Main Committee:</i></p> <ol style="list-style-type: none"> 1. Eric Craymer eric.craymer@policygovernanceconsulting.com 2. Karen Fryday-Field kfryday-field@meridianedgeconsulting.com 3. Caroline Oliver coliver@policygovernanceassociation.org 4. Richard Stringham richard@governancecoach.com <p><i>Advisory Group:</i></p> <ol style="list-style-type: none"> 1. Richard (Dick) Biery richardbiery@broadbaker.com 2. Cam Brinsdon cam@boardclarity.co.nz 3. Bill Charney bill@billcharney.com 4. Jannice Moore jannice@governancecoach.com 5. Hartger Wassink post@hartgerwassink.nl
Commitment	1-2 hour meeting once a month. Some drafting and responding to drafts - 2 hours per month.
Current Status	Meeting regularly. Developing web page to update on its work.

IPGA LEARNING AND NETWORKING FUNCTION MANAGERS

VOLUNTEER DEVELOPMENT AND SUPPORT MANAGER

Role Description	To develop and run a program for recruiting, motivating and supporting volunteer/pro-bono contributors. Pro-bono contributors are contributors who are seconded from other organizations.
Commitment	To meet with the CEO once a month for an hour plus approximately four hours per week. To meet with the Membership Recruitment Team as needed.
Current Status	Manager to be recruited.

HUB MANAGER

Manager	Cam Brinsdon
Role Description	<p>HUBS are informal focal points fuelled by practitioner demand, creativity and special interests. A HUB may develop around a specific sector, geographical region, role, topic, etc. They facilitate peer networking opportunities and may develop into more formalized interest groups or networks as members' desire.</p> <p>The HUB Manager recruits HUB leaders, keeps track of HUB membership and activities, provides access to virtual meeting technology and convenes twice annual gatherings of HUB leaders to share both content and process related learnings.</p> <p>IPGA currently has the following Hubs, some are active others are still in the planning stages:</p> <ul style="list-style-type: none"> • Board Administrators • Governmental Applications



	<ul style="list-style-type: none"> • New to PG Consulting • Faith Based Organizations • Associations • Simplifying PG • Education/Community Colleges <p>Athens Kolia has offered to support the HUB table function at the conference.</p>
Commitment	An average of 8 hours per month

IPGA LEARNING AND NETWORKING HUBS AND LEARNING CIRCLES

See document [How to Start an IPGA Hub](#)

GOVERNMENTAL APPLICATIONS HUB	
Focus Description	Exploring the application of Policy Governance to various levels of government.
Coordinator	Caroline Oliver coliver@policygovernanceassociation.org
Membership	<ol style="list-style-type: none"> 1. Fiona Burgess burgessfe@gmail.com 2. Dave Boyle me@daveboyle.net 3. Kevin Carter kevinr.carter@gmail.com 4. Naveed Iftikhar naveedcheema@gmail.com 5. Susan Mogensen susan@browndogconsulting.com 6. Caroline Oliver coliver@policygovernanceassociation.org 7. Matt Park mpark@wlu.ca 8. Matt Risser mattprisser@gmail.com 9. Kathy Wiener wepopulus@verizon.net
Current Status	This group has developed a draft Policy Governance manual for Nation State Governance. First consultation seminar being developed for constitutional and Policy Governance experts. Funding to be sought. The group may create a sub-group on municipal governance in the future.

FAITH BASED ORGANIZATIONS	
Focus Description	Exploring the application of Policy Governance to faith based organizations.
Coordinator	Ted Hull thull@tedhullconsulting.com
Membership	<ol style="list-style-type: none"> 1. Richard (Dick) Biery richardbiery@broadbaker.com 2. Janice Freet 3. Phil Graybeal philgraybeal@gmail.com 4. Larry Hermen lhermen@mac.com 5. Kevin Hofer



	6. Ted Hull thull@tedhullconsulting.com 7. Char Kellogg ckellogg@att.net 8. Rod Leis 9. Karen McAdam karenmcadam@gmail.com 10. Jannice Moore jannice@governancecoach.com 11. Barry Packer packer.barry@gmail.com 12. Richard Pockat drpockat@mac.com 13. Paul Zilz pzilz219@hotmail.com 14. Dan Woods
Current Status	Meeting regularly

NEW TO POLICY GOVERNANCE CONSULTING	
Focus Description	Provides support and ideas for those who are new to Policy Governance consulting or have limited experience
Coordinator	John Bohley jbohley@gmail.com
Membership	1. John Bohley jbohley@gmail.com 2. Simon Canning simon@canningconsulting.com 3. Richard Pockat drpockat@mac.com 4. Steve Winninger steve@stevewinninger.com
Current Status	Meeting regularly

ASSOCIATIONS	
Focus Description	<p>Focuses on the unique nature of practicing Policy Governance in associations. Provides peer group support and opportunity to share experience and learn from each other with external input as may be helpful.</p> <p>Establish program of discussions, development activities and speakers.</p>
Coordinator	Randy Swing rswing@airweb.org
Membership	1. Summer Graham graham.summer@gmail.com 2. Athens Koliass athenskconsulting@gmail.com 3. Patrick Milholland pmilholl@gmail.com 4. Mark Wade mwade@leisureworldarizona.co 5. Randy Swing rswing@airweb.org 6. Alan Tiechman president@caea.com 7. Mark Wade mwade@leisureworldarizona.com 8. Alan Yue alan.yue@xlur8.org
Current Status	Meeting regularly

BOARD ADMINISTRATORS	
Focus Description	Provides support for Board Administrators working with Policy Governance boards to share knowledge and learn from their peers about their unique



	function and role. Develop board administrator contacts. Establish Forum on LinkedIn.
Coordinator	Karen Jones karen.jones@yc.edu
Membership	<ol style="list-style-type: none"> 1. Elizabeth Campbell - ecampbell@mpqhf.org 2. Shelley Farouse sfarouse@crnns.ca 3. Karen Jones - Karen.jones@yc.edu 4. Janice Melanson janice.melanson@kidney.ca 5. Caroline Oliver ceo@policygovernanceassociation.org 6. Sue Ratcliffe sue.ratcliffe15@gmail.com 7. Anne Wilmoth - annew@intermountain.org
Current Status	Meeting quarterly

SIMPLIFYING POLICY GOVERNANCE

Focus Description	To consider how the teaching and implementation of Policy Governance may be may made simpler without compromising success. Recruit more members. Establish Team Leader. Develop program of work.
Coordinator	Richard Pockat drpockat@mac.com
Membership	<ol style="list-style-type: none"> 1. John Bohley jbohley@gmail.com 2. Karen Fryday-Field kfryday-field@meridianedgeconsulting.com 3. Sherry Jennings sherry@soundgovernance.us 4. Richard Pockat drpockat@mac.com 5. Richard Stringham richard@governancecoach.com 6. Hartger Wassink post@hartgerwassink.nl 7. Kathy Wiener wepopulus@verizon.net
Current Status	Caroline to recruit leader - possibly at the Consultants' Forum

EDUCATION

Focus Description	Exploring the application of Policy Governance to education organizations.
Coordinator	t.b.a. Caroline Oliver - temporary ceo@policygovernanceassociation.org
Membership	<ol style="list-style-type: none"> 1. Mark Ashley markashl@hssd.k12.wi.us 2. Jan Ballantyne j.ballantyne@centralkids.org.nz 3. Teresa Ford tereford@hssd.k12.wi.us 4. Toufic Hakim toufic@groupi-i.com 5. Peter Kevorkian peterkdc@gmail.com 6. Karen McAdam karenmcadam@gmail.com 7. Robert Sommers robertdsommers@gmail.com 8. Susan Jane Vaughn sjvaughn@uga.edu 9. Airick Leonard West airick@airick.com
Current Status	Has had first meeting, May 28. Next meeting: July 15, 2015 12 Noon - 1 P.M. Eastern



LEARNING CIRCLES

Focus Description	IPGA Learning Circles are created by consultants working on large or tricky projects who want to bring together colleagues to a) share the learning, b) get other input and c) build in some extra back-up in case they cannot do all or part of the work involved at any time. So far one group is being formed around a large scale corporate project and another is being mooted around applying Policy Governance to a large network of small start-up non-profits. It is anticipated that Learning Circles may also feed potential case studies into the work of the Demonstrated Impact Group.
Coordinator	Varies according to project leadership.
Membership	Varies according to project.
Current Status	No current projects being worked on.

OTHER

ADVOCACY - to be considered for 2016/17

CERTIFICATION - to be considered for reinstatement 2016/17

DIVERSITY –

INTERNATIONAL

Coordinator: Cam Brinsdon

WRITING ARTICLES AND BOOKLETS FOR WEBSITE - to be developed asap

BOOK CLUB

.....

International Policy Governance Association

5300 Lakewood Road
 Whitehall, Michigan 49461 USA
ceo@policygovernanceassociation.org
www.policygovernanceassociation.com
 USA Tel: +734-239-8002 x202
 Fax: +248 814 7151

Policy Governance® is an internationally registered service mark of John Carver. Registration is only to ensure accurate description of the model rather than for financial gain. The model is available free to all with no royalties or license fees for its use. The authoritative website for Policy Governance is www.carvergovernance.com.