

**NORTHEAST ASSOCIATION OF CONSERVATION DISTRICT EMPLOYEES
STRATEGIC PLAN
(2006-2008)**

A. Increase cooperative partnership and participation in planning the NACD Northeast Regional Meeting.

- Increase the amount of time available at the annual meeting for additional training, workshops, and other events to meet the professional development needs of District employees. Explore the feasibility of holding sessions that accrue CEU's or PDU's.

Responsibility: Conservation Partnership leaders and host State

- Develop procedures that outline NACDE needs at the annual meeting.

Responsibility: NACDE President and Executive Committee

- Sponsor a Leadership Conference in the Northeast Region. Conduct a survey to determine the potential interest and viability.

Responsibility: NACDE President and Executive Committee

- Continue to sponsor the "State of the States" report session.

Responsibility: NACDE President and State Directors

- Explore the feasibility of again sponsoring a "Conservation Expo" as part of the regional meeting.

Responsibility: NACDE Expo Subcommittee

- Sponsor a "sight-seeing" tour on Sunday afternoon.

Responsibility: NACDE Directors

- Continue to sponsor a "raffle" on an occasional basis.

Responsibility: NACDE Treasurer and State Directors

- Develop and maintain an NACDE display.

Responsibility: NACDE Vice-President or volunteer

B. Promote the adoption of an employee handbook in each state. Use examples completed in New Hampshire and New York. This could also include orientation handbooks and personnel handbooks or an all-in-one publication.

- Obtain examples from listed states.
- Promote the NACD book on personnel issues if available.

Responsibility: NACDE Vice-President and NACDE Directors

C. Continue to update and operate the NACDE web page.

- Keep updated with most recent meeting minutes, newsletters, and directory listings.
- Post training and workshop opportunities in the region
- Post employee association news from the region
- Link to regional meeting information
- List site on NACD web site

Responsibility: Webmaster Victor De Vasto and NACDE Vice-President

D. Encourage sharing of training opportunities.

- Share through the web page
- Share through the newsletter
- Share through e-mail
- Continue to sponsor and schedule HydroCAD workshops

Responsibility: NACDE Directors

E. Encourage more sharing of employee, District and Conservation Partnership newsletters and other informational materials.

- Have each state employee association or committee send a copy of their newsletter (paper or electronic) to the NACDE Board of Directors.
- Encourage the sharing of information among Districts.
- Encourage the establishment of employee and District web sites.

Responsibility: NACDE Vice-President and Directors

F. Maintain an informational networking system for the Northeast Region.

- Keep the newsletter mailing list up-to-date.
- Keep the NACDE Officer and Directors contact list current.
- Keep the list of Conservation Partnership contacts current.
- Establish an employee's list-serve of email addresses.
- Send update information to NCDEA to keep their listing updated.
- Distribute NACDE meeting minutes, President's Reports and other information to NACDE officers, directors and partnership leaders.

Responsibility: NACDE Secretary and Web Master

Note: NCDEA is planning to create a national email distribution list.

G. Explore the need for establishing a regional conflict resolution or mediation team that will assist in defusing employee/supervisor/partnership issues and conflicts when all in-state efforts have failed.

Responsibility: Conservation Partnership leaders

H. Re-establish and strengthen Conservation Partnership efforts through the Northeast Regional Conservation Partnership Leadership Team. Inform Partners of the intent to form a conservation alliance and invite their participation in the process.

Responsibility: NACDE President and Conservation Partnership leaders.

I. Support NCDEA and provide representation from the Northeast Region.

Responsibility: NACDE President and delegated alternate

J. Encourage and support state efforts to sign conservation partnership agreements that include the District Association, NRCS, the State Conservation Agency (NASCA) the state employees association, and RC&D Councils. New York, New Hampshire, and New Jersey currently have signed agreements in place.

Responsibility: NACDE Officers and State Directors

K. Continue to write and publish 2 issues per year of the NACDE newsletter “The Nor’Easter”.

Responsibility: NACDE Directors or District employee volunteer

L. Prepare a financial sponsorship plan for the newsletter.

Responsibility: NACDE Vice-President

M. Fundraising

- Continue to sponsor and partner with HydroCAD to offer workshops in the Northeast Region.
- Hold a 50/50 cash raffle as needed.
- Hold a “product” raffle as needed.
- Hold a “basket of regional goods” raffle as needed.
- Hold the sight-seeing bus tour.
- Sponsor a regional stormwater conference

Responsibility: NACDE Executive Board and State Directors

N. Continue to promote educational efforts in the region. This includes a regional leadership conference, the NACDE website, educational sessions at the NACD regional and national meetings, professional development, information sharing, etc.

Responsibility: NACDE Executive Committee

O. Focus attention to provide support and training to states who do not have an employee association, employee committee or employee designated directors to NACDE.

- Have a designated employee director named from each state by the end of 2006.

Responsibility: NACDE President and Executive committee