

**2014-2015 URISA OREGON AND SW WASHINGTON**

**Chapter Maturity Assessment**

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REVISION HISTORY

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| --- | --- | --- | --- |
| **Date** | **Version** | **Description** | **Author** |
| 02.28.08 | v1 | 2007-2008 URISA Chapter Maturity Assessment | Danielle Ayan |
| 03.10.09 | V2 | 2008-2009 URISA Chapter Maturity Assessment | Luke Boggess |
| 02.28.10 | V3 | 2009-2010 URISA Chapter Maturity Assessment | Karen Brandt |
| 3.25.2011 | V4 | 2010-2011 URISA Chapter Maturity Assessment | Tripp Corbin |
| 5.1.2012 | V5 | 2011-2012 URISA Chapter Maturity Assessment | Amy Esnard |
| 5.2.2013 | V6 | 2012-2013 URISA Chapter Maturity Assessment | Carmen Masó |
| 5.21.2014 | V7 | 2013-2014 URISA Chapter Maturity Assessment | Christina Boggs |
| 5.21.2015 | V8 | 2014-2015 URISA Chapter Maturity Assessment | Wendy Nelson |

May 21, 2015

Hello Chapter Leaders,

The time has come to complete your annual Chapter Maturity Assessment.

Please take the time to complete it in its entirety. The information will be compiled by the Chapter Advisory Board (CAB). The Assessment is a great tool for both the Chapter - to reflect on historical activities and their successes - and for URISA International to learn what it can do to support its members.

The Maturity Assessment is also used to help choose the Chapter of the Year. You must complete the Maturity Assessment and a short Chapter of the Year application to be considered for Chapter of the Year. The Chapter of the Year receives special recognition on the URISA website and is recognized at the URISA Award ceremony during the GIS-Pro annual conference. All chapters are eligible for consideration, regardless of the size or age of your Chapter. The Chapter of the Year award criteria include: Innovation, Education, Outreach and Community Impact. Did you reach your goals this year? Has your Chapter expanded its membership? What has your Chapter engaged in to serve the needs of your local GIS community?

As an added incentive, all Chapters who complete and submit the Chapter Maturity Assessment by the deadline **(July 30, 2015)** will receive a **free registration** **to the 2015 URISA GIS-Pro & NWGIS Conference** (http://www.gis-pro.org). To receive this free registration you must also attend the Chapter Leaders’ Forum (CLF) which is held during the conference. We ask all Chapters to send at least one representative from their Board to participate in the Forum - this year it will be held **Wednesday**, **October 21, 2015 from 10:30 AM-12:00 Noon**. The Forum gives Chapter leaders an opportunity to share experiences and gain valuable information about Chapter programs and administration. This is a great chance to meet other Chapter Leaders, discuss and share Chapter experiences and issues and to speak directly with the URISA Board of Directors. If there is a specific topic of interest that you would like to have addressed during the Forum, please forward them to me.

Again thanks for taking the time to complete the Annual Chapter Maturity Assessment. If you have any questions, please contact me or Wendy Nelson (wnelson@urisa.org).

Sincerely;

Christina Boggs

[Christina.boggs@norcalurisa.org](mailto:Christina.boggs@norcalurisa.org)

Chair, Chapter Advisory Board - URISA International

**2014-2015 URISA CHAPTER MATURITY ASSESSMENT**

EXECUTIVE SUMMARY

**Mission of this Document:**

The mission of this document is to develop a matrix for measuring the maturity of a single URISA chapter and the composite maturity of all chapters at a snapshot in time (annually) and over time. Although there will be many areas where individual chapters vary, the intention is that this assessment can be leveraged by URISA International and all chapters by targeting focus toward those chapters and those areas needing assistance.

[Chapter Name] Profile:

Chapter Mission/Vision/Overview:

Area served:

Active since:

Current Lead Chapter Officer (**must be URISA member**):

Annual reporting period: 2014 - 2015

Total membership 1994 active and inactive members.

Total membership (end of last reporting): 1994

Membership fees: We have NO membership fees. All chapter activities are funded by our annual conference.

$\_\_\_Individual

$\_\_\_Student

$\_\_\_Sponsor

$\_\_\_Corporate

$\_\_\_Other (Identify organization membership category)

Percentage of Chapter Members who are URISA International Members: Small (55 are national members)

1. Top three chapter goals for the upcoming year (3 points)
2. Establish a better financial and membership strategy.
3. Complete standard operating procedures.
4. Continue to improve support for sections.
5. What three training and educational programs would you like URISA to develop over the next 5 years? (3 points)

Explore/expand trainings with other professional organizations and vendors to reduce costs of training and training development. This year the chapter’s plans are to do five trainings. Two on Parcel Fabric and Three ESRI WebApps classes. The chapter is sponsoring these trainings to reduce the economic barriers to participation, reach a broader audience, and encourage new memberships.Do you have a wish list for URISA International (i.e., areas where your chapter needs assistance, collaborative ideas that would benefit many chapters and URISA International, other)? (3 points)

1. Work with ORUSIA to ensure that the unified model meets our chapter’s goals, objectives and financial environment.
2. Encourage communication between Chapters outside of the conference circuit. Support Chapters in developing and sharing best practices for supporting the professional GIS community.
3. Expand the URISA community by engaging non-traditional members, including those working in open data, open gov, and web applications development
4. What are the three top issues the CAB should be addressing in the coming year? (3 points)
5. Review of the Unified Membership Model
6. Sharing best practices between chapters

| **CHAPTER 2014-2015 MATURITY ASSESSMENT CARD**  **5 – Fully Implemented**  **4 – In Progress – Fully Resourced to Complete**  **3 – In Progress – Partial Resources Available**  **2 – Planned – Resources Assigned**  **1 – Not Planned – No Resources Assigned**  **0 – Not Applicable** | |
| --- | --- |
| 5 | 1. The chapter is an established non-profit organization with an active Federal ID number.   Comment: YES |
| 5 | 1. The Board has filed its most recent year IRS Form 990/CRA Equivalent (if a non-profit organization) or other appropriate IRS form for the organization based on your country.   Comment: YES |
| 5 | 1. The Board abides by chapter By-laws that have been updated within the last 5-years.   Comment: YES |
| 5 | 1. The chapter has regular Board and member meetings.   Comment: We have an annual conference in conjunction with the regional ASPRS Chapter, and we have our annual Board business meeting at that conference. We also have another annual meeting to share application development ideas. All members are invited to both. In addition, we have an annual Board retreat to discuss strategic planning and operational issues. |
| 5 | 1. The chapter offers an annual/biennial conference(s).   Comment: GIS IN Action is our annual conference. It funds our activities for the year. |
| 5 | 1. The chapter coordinates and collaborates with URISA International (including the CAB) or other allied organizations. Please elaborate with comments.   Comment: We have an official CAB liaison, who has served as the CAB Chair for the past two years. We are working with the CAB on the unified membership model, providing suggestions and feedback. |
| 5 | 1. The chapter offers workshops and other educational opportunities. Please elaborate with comments.   Comment: During the fall we usually offer at least one workshop on a specific topic as selected by the board and membership. This fall it will be three ESRI WEBAPP workshops and two additional Parcel Fabric workshops. |
| 5 | 1. The chapter offers communications (website, surveys, and newsletters). Please provide links to online resources.   Comment: We have an on-line website where members and sections can share information schedule events, post meeting agendas and minutes. |
| 5 | 1. The chapter has initiatives that positively impact our community. Please elaborate with comments.   Comment:  a. We provide a forum for education as part of our annual GIS IN Action conference and fall education seminars.  b. We provide a forum for communication by supporting special interest and regional section activities within the region boundaries.  c. We provide a mechanism for communication and collaboration by hosting the website and providing and opportunity for our members to connect with each other. |
| 5 | 1. The chapter actively recruits new members. Please elaborate with comments.   Comment: Members of our organization actively attend the GIS IN Action conference. We also have local section meetings several times year around the state providing opportunities for members that cannot travel. The Chapter provides sections with funds for pizza, snacks, etc. to support their meetings and attract members. This works VERY well. We also recruit young GIS professionals at GIS Day events. We are actively developing new outreach strategies to engage non-traditional members of the community to participate, especially in the web apps/development arena. |
| 5 | 1. Chapter has identified a process for selecting CAB representative.   Comment: Yes this position is appointed by our Chapter president. |
| 5 | 1. The chapter collaborates with K-12 schools and universities and pursues outreach to students. Please elaborate with comments.   Comment: We have been developing a video to support the STEM initiative in collaboration with the Arbor School in Portland, a K-8 private school that uses geography as a base for all other subjects. The video will be used by AAG as part of their lobbying effort in support of STEM in the U.S. Senate in the next Congress. We are also working with Portland State to work with their student organization a section. |
| 5 | 1. The chapter collaborates with local, state/provincial, or federal agencies. Please elaborate with comments.   Comment: Our Chapter is officially recognized as an important element of the State’s GIS governance structure, providing civic engagement and community input/feedback. The State GIO has been a member of the Chapter Board for many years, in various capacities. |
| 5 | 1. The chapter’s membership has increased over the last reporting year.   Comment: We continue to focus our membership activities to promote local events. |
| 5 | 1. The chapter has a formal relationship with the Provincial/State GIS Council or equivalent entity.   Comment: Members of the board are members of the Oregon GIS Council. The State GIO is a member of the Chapter Board. We are a recognized component of the State Council’s GIS governance structure. |
| 5 | 1. The Board maintains (any/all) of the following executive board positions - which are members of URISA International, in good standing: *(circle or write in) Immediate Past President, President, VP, Secretary, Treasurer, Other-specify*   Comment: YES |
| 5 | 1. The Board has current job descriptions for each position.   Comment: Completed this past year. We will continue this year to finalize them. |
| 5 | 1. The chapter’s member database is online and accessible by the Board and members.   Comment: Yes on website |
| 4 | 1. The chapter promotes GISCI & GISP Certification by providing information/workshops.   Comment: We are developing additional training and workshop ideas for the coming year across many training and credentialing arenas, including GISCI and GISP. |
| 5 | 1. The Chapter maintains active communication with URISA international by attending Chapter Leader Quarterly Conference Calls, talking with Chapter Liaisons, attending Chapter Advisory Board Conference Calls, attending the Chapter Leaders Forum at the GIS Pro Conference, or other methods.   Comment: YES, several Chapter Board members actively participate in URISA international committees. |