

**AGENDA**  
**OCCA Executive Committee Retreat**  
**Friday, September 8, 2023**  
**8:30 AM – 3:00 PM (PST)**  
**Chemeketa Eola Center**  
**215 Doaks Ferry Rd NW, Salem, OR 97304**

**Members:** Jane Reid - President, Austin Fohnagy – Vice President, Lisa Skari – Treasurer, Jessica Howard – Secretary, Pat Fahey & Betsy McMahon - Members At Large, Kim Morgan- Past President, Ross Tomlin & Donna Lewelling - Ex Officio Members

**Past Officers/Members:** Stephen Crow, Tim Cook, Alan Unger

**OCCA Staff:** Karen Smith, John Wykoff, Katie Archambault, Elizabeth Cox Brand, Casey White-Zollman, Lochlan Rehbein-Verhoeven

**Guest:** Jee Hang Lee, President, ACCT

Time	Item	Docket	Presenter
8:30 am	A. Introductions / Get to know you		Jane Reid
9:00	B. Role of Executive Committee and Transition of Offices (Past and New)		Jane Reid & Karen Smith
	• 23-24 Executive Committee Description	B-1	
	• Officers Roles & Responsibilities	B-2	
	• OCCA Bylaws	B-3	
	• OCCA Board Policies	B-4	
9:30	C. OCCA Future – Values, Goals, Priorities – Setting the stage for ED Search and positioning OCCA for the future.		Jee Hang Lee, ACCT President
	• SWOT Survey	C-1	
	• Statement on OCCA’s Role	C-2	
10:30	D. Break		
10:45	E. Executive Director Search Process	E-1	Jane, Karen, & Jee Hang
	• Executive Director Search Prospectus	E-2	
	• Executive Directory Search Timeline & Planning		
Noon	F. Lunch		
1:00 pm	G. 2021-2027 Strategic Goals Updates and Recs to OCCA Board	G-1	All (Small group breakouts)
2:15	H. Interim ED Goal Setting		Karen Smith
2:45	I. Good of the Order/Recap		Jane Reid
3:00 pm	J. Adjourn		Jane Reid