

ATSSA Membership Committee Work Plan

Created 2007

A: Recruit new prospective members and retain current Transportation Agency Members.

Task Team/Subcommittee	Date	Tasks	Responsibility	Status
Transportation Agency Officials Recruitment Taskforce		Recruit and retain new Transportation Agency Members.	Karin Lowe/David Rush/Taskforce	David to get quotes from Tom Hicks and give a quote himself.
	9/08	Create Brochure - David to get quotes from Tom Hicks and give a quote himself.	David Rush	

B: Recruit and retain new Traffic Engineering and Design members.

Task Team/Subcommittee	Date	Tasks	Responsibility	Status
Traffic Engineering and Design Recruitment Taskforce		Develop a method to recruit and retain new TFIRM members.	Karin Lowe/Joe Jeffrey/taskforce	
		Create Recruitment Brochure		Completed
		Send mailing with new Brochure		First mailing sent in 2006 with follow up letter.

C: Recruit New Members for the Membership Committee.

Task Team/Subcommittee	Date	Tasks	Responsibility	Status
Membership Committee Recruitment Taskforce		Recruit New Members for the Membership Committee.	Greg Driskell/Taskforce	

D: Develop a Membership Committee Communications Outreach program to better communicate between the standing and technical committees and the Membership Committee.

Task Team/Subcommittee	Date	Tasks	Responsibility	Status
Membership Communications Outreach taskforce		Develop a Membership Committee Communications Outreach program to better communicate between the standing and technical committees and the Membership Committee.	Greg Driskell/Taskforce	

E: Bring awareness to the non-chapter states of the benefits of having a chapter in their state.

Task Team/Subcommittee	Date	Tasks	Responsibility	Status
New Chapter Formation Taskforce		Bring awareness to the non-chapter states of the benefits of having a chapter in their state.	David Rush/Taskforce	
		Create Brochure to spread awareness.		To present at Expo
				Dissolved Midyear September 2008

F: Develop a Membership Committee Workplan.

Task Team/Subcommittee	Date	Tasks	Responsibility	Status
Membership Committee Workplan Taskforce		Develop a Committee Workplan	Greg Driskell, Chair/Taskforce – Doug, Neal, Barbara	To present at Expo
				Presented at the 2008 Expo
				At the Midyear meeting, the committee voted this to be an ongoing SubCommittee. Greg

				Driskell, Chair, to stay in contact with each of the Task Team Chairs to make sure they are honoring their commitments.
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G. Create a database of prospective members for recruitment by utilizing member contacts and the chapters.

Task Team/Subcommittee	Date	Tasks	Responsibility	Status
Prospect Identification Taskforce		Create a database of prospective members for recruitment by utilizing member contacts and the chapters.	Joe Jeffrey/Taskforce	

Updated September 2008