

IV. MAJOR OUTCOME: Successfully Fill Board Vacancies (Nomination Committee)

TARGET	Action	Responsibilities	Measures	Vehicle	Timelines
A. Recruit qualified and desirable board nominees- Forestry/Higher Education/Labor	Identify nominating committee members and chairperson	WEEB Chairperson	Committee Assignments made	Appointments	July 15, 2004 October 29, 2004
	2. Develop and publicize announcements for board vacancies seeking nominees	Committee chair & WEEB staff	Announcement developed and disseminated to appropriate outlets	Press release and letters to appropriate state wide organizations, WEEB website	Completed by January 1, 2005
	3. Personal contacts with potential nominees and nominators	Committee chair & WEEB staff	List of contacts made for each vacancy and contacts completed	Phone calls and email, letters	Completed by March, 2005
B. Send out nomination materials	1. Mailings to those requesting	Administrative Liaison	List of potential nominators.	Mailing	December 2004 to March 2005

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C. Screen Nominees to WEEB	1. Committee reviews and ranks nominees using criteria developed by the committee	Nominations Committee members	Criteria developed and nominees ranked	Conference call and email	Completed by March 31, 2005
D. Nominating Committee recommendation to the Board	1. Report to Board	Nominating Committee Chair	List of recommended nominees.	Presentation	April 2005 Board Meeting
E. Appointments made	1. Send Board's recommendations to Katharine Lyall	Administrative Liaison	.	Mailing	May 2005
	2. Mailings to those appointed and those not	.Katharine Lyall	Copy of letters on file at WEEB office.	Mailing	June 2005 (appointments begin July 1, 2005)