

To: Region 3 ExCom
CC: Region 3 Committee
Fr: David Green, R3 SOSC Chair
Dt: 18 March 2019

The Strategic Operations and Support Committee (SOSC) met meeting on 4 February 2019 and 4 March using WebEx. The next meeting will be 1 April 2019. An overview of the SOSC is being prepared for SoutheastCon 2019.

A goal tracking reporting for each committee has been designed which allows listing of goals, status, and reporting status in a way that allows tracing these goals back to the [Region 3 Strategic Goals](#) as well as providing ability to report other activities. This tool is based on Google Sheets. An example report is shown below

[illegible]

Example Report

To create a report, copy the [template](#), fill it in and share it with me. I have presently received submissions from Awards & Recognition, Member Activities, and Strategic Operations and Support. I hope the other committees will report soon so that I can have an inclusive summary for the Region 3 Committee Meeting.

One of the goals is to update the [Region 3 Operations Manual](#). We have asked the committee to review at least their Committee's details as documented in Section 5 of the Region 3 Operations Manual and submit suggested changes by 15 May.

Another goal is to ensure that our processes are documented. Committees have been asked to supply an inventory of processes and the present status of their documentation. We have received input from Awards & Recognition, Professional Activities, and Strategic Operations and Support thus far.

The Strategic Operations Support Committee has appointed the following mentors to committees (and functions) for 2019:

- Awards and Recognition Committee - Jill Gostin
- Member Activities Committee - Bill Ratcliff
- Conference Committee - Jim Conrad
- Finance Committee - Dave Green
- Section Support Committee - Mary Ellen Randall and Bill Ratcliff
- Professional Activities Committee - Lee Stogner
- Student Activities Committee - Pat Donohoe
- Membership Function: Lee Stogner and Jim Howard
- Area Chair Function: Jim Howard and Bill Ratcliff

One will note two functions that are not committee-based (Membership Development and Area Chair) have assigned mentors this year.

Please keep the volunteer mentors in the loop and make use of their corporate memory and experience.