

A photograph of four people in a meeting. A man in a dark suit is on the left, looking towards a woman with long brown hair. In the center, a man with a beard and glasses is smiling and gesturing with his hands. On the right, a man with a beard in a blue plaid shirt is also smiling. They are all wearing blue lanyards. The background shows a modern office setting with glass walls and yellow chairs.

# ISPE Strategic Liaisons – ‘Cross-Talk’ Discussion

July 18, 2024



## Strategic Liaisons and Board

- The Board votes on whether to establish collaboration, including the specific deliverables for the collaboration
- Board appoints an ISPE Strategic Liaison and the Strategic Liaison reports to the Board (not to other groups within ISPE)
- Liaison reports to the Board at least annually
  - Updates on the specific deliverables for the collaboration
  - Any new activities are proposed and voted on by the Board *before* they are initiated
- If discussion/determination needed outside of Board meetings, then the Liaison provides proposal to Exec to discuss/vote (in lieu of Board)



## Strategic Liaisons

- ISPE embraces strategic collaborations with many organizations with related missions
- Members are encouraged to identify opportunities with mutual advantage to both entities
- Strategic Liaisons report directly to the Board and not to any other group within ISPE
- Liaisons are responsible to keep the Board informed of major program, project, and policy initiatives and to garner Board approval before engaging in new projects or initiatives



## Strategic Liaisons - Stages

- Preliminary discussion with external organization
- Pilot collaboration
- Established collaboration – with specified plan



## Preliminary Discussion

- Meet with other organization, introduce ISPE, identify mutually beneficial areas of collaboration (any member of ISPE can do this – let Executive Secretary know beforehand and utilize the most up-to-date ISPE materials)
- Propose pilot collaboration to the Board with clear deliverables
- ISPE Board reviews, discusses, approves pilot and designates a Liaison for the pilot phase



# Pilot Collaboration

- Liaison discusses and confirms with Exec (on behalf of Board) how meetings will be organized for the collaboration and how ISPE groups will be engaged
- Liaison creates a communication plan for ISPE members which is approved by Exec (on behalf of Board)
- Liaison reports on status of Pilot to the Board (preferably at least twice per year via Board Report for the April and August Board meetings; minimum of annual Board Report)
- At the end of the Pilot collaboration, the Liaison proposes whether to continue, expand, or terminate collaboration with the other organization
  - If continuing, the Liaison proposes specific next deliverables to the Board for the collaboration



## Established Collaboration

- The Board votes on whether to establish collaboration, including the specific deliverables for the collaboration; Board appoints an ISPE Liaison
- Liaison serves a recommended term (typically up to 3 years) and reports *to the Board* at least annually
- Any new activities are proposed and voted on by the Board before they are initiated
  - If discussion/determination needed outside of Board meetings, then the Liaison provides proposal to Exec to discuss/vote (in lieu of Board)