

MPO Strategic Plan Progress

Goal 1

Implement programs and services consistent with vision and mission to meet requirements, fulfill needs, and lead to a more unified vision and plan for the region.

		Strategy 1.1	Strategy 1.2	Strategy 1.3	Strategy 1.4	Strategy 1.5
		Maintain exceptional performance in the Federally Required Activities and meet the highest expectations of the 10 Planning Factors established by the U.S. DOT.	Maintain exceptional performance in the Surface Transportation Block Grant Program and the Transportation Alternatives Program as measured by federal review processes.	Establish key partnerships, committees, and agreements to jointly coordinate regional multi-modal transportation system.	Convene and facilitate implementation of the multi-modal elements of the Tomorrow Plan and report annually on the overall progress of the Tomorrow Plan.	Provide services to individual member jurisdictions as requested that are within the MPO's vision, mission, and existing organizational capacity to provide.
Tactics	Initiated quarterly meetings among MPO, Iowa DOT, and DART to ensure ongoing coordination on issues					
	Updated the DART/MPO Memorandum of Understanding					
	Provided additional training opportunities for staff in the areas of Environmental Justice and Title VI					
	Updated its travel demand model documentation					
	Initiated a travel demand model agreement with Iowa DOT (to date, agreement has not moved forward at Iowa DOT)					
	Reviewed and developed the UPWP to assure it continues to address federally required activities.					
	Completed the Mobilizing Tomorrow Update					
	Refined the STGB/TAP scoring system following the Mobilizing Tomorrow update					
	Established a Smart Cities Roundtable to stay abreast of changes in technology that affect transportation					
	Participate in a coalition of other local organizations committed to improving public transportation					
	Solicited requests for service from MPO members as part of the development of the UPWP and budget.					
	Developed decision-making tree to help guide the decision-making process of whether the MPO could or should offer services to member communities.					

MPO Strategic Plan Progress

Goal 2

Develop and maintain mutually beneficial working relationships outside the MPO.

		Strategy 2.1	Strategy 2.2	Strategy 2.3	Strategy 2.4
		Actively participate in collaborative regional planning or project initiatives where MPO can gain and bring value.	Provide MPO member or staff representation on community-wide or region-wide organizations or committees consistent with the MPO's vision and mission.	Engage with other jurisdictions and organizations in formal collaborations approved by the Policy Committee to achieve ongoing or short-term program goals in alignment with the MPO vision and mission.	Engage with elected and appointed policymakers at all levels as a resource to provide expertise and current data and information.
Tactics	Drafted a decision-making tree to guide decisions about if, when, and how the MPO supports regional planning or project initiatives as part of its UPWP.				
	Partnered with other organizations to explore electric scooters.				
	Partnered with Polk County Housing Trust Fund and the Greater Des Moines Partnership on the regional housing collaborative data project.				
	Have continued to participate in water trails-related activities.				
	Have continued to partner with Polk Soil & Water Conservation District and Capital Crossroads on regional stormwater efforts such as the Rain Campaign.				
	Entered agreement and began to provide administration assistance to the Central Iowa Housing Trust Fund.				
	Have continued to produce, publish and communicate performance reports that equips elected and appointed policymakers with relevant information to support data-driven decision making.				
	Have continued to make annual presentations to governing bodies of MPO member governments				

MPO Strategic Plan Progress

Goal 3

Ensure all MPO members feel adequately represented in broad-based deliberations and decisions.

		Strategy 3.1	Strategy 3.2	Strategy 3.3	Strategy 3.4
		Adjust governance structures to address issues of member satisfaction with representation in the work of the MPO.	Create more leadership opportunities for MPO committee members on committees or interim groups established to address needs or issues that may arise.	Identify specific elements of membership expectations and MPO governance to promote consistent communication and enhance effective participation.	Review, update, or develop additional MPO member training, handbook, and other educational information that help members be actively engaged in the work of the MPO.
Tactics	Updated the MPO's 28E and Bylaws to address governance				
	Staff has gauged policymakers' interest in being more involved in MPO activities.				
	Staff regularly identifies committees, subcommittees, roundtables, etc., where there are leadership needs.				
	Staff has begun offering multiple options for member orientation, notably one-on-one meetings with new members.				
	Staff develops the entire year's worth of committee meetings in advance to ensure regular and continuous communication, education, and development for policymakers.				

MPO Strategic Plan Progress

Goal 4

Maintain a financially sound, strategic, and adaptive organization.

		Strategy 4.1	Strategy 4.2	Strategy 4.3	Strategy 4.4
		Assure ongoing compliance with acceptable accounting principles and practices required by each funder.	Review the balance of revenue sources and cost centers, and establish targets for each on an annual basis.	Seek a diversity of revenue sources to support needs of the region, and disseminate relevant information to MPO member communities consistent with the	Develop financial contingency plans for various scenarios to be applied should the circumstances require.
Tactics	Completed annual audit.				
	Developed and executed Unified Planning Work Program.				
	Developed and executed annual budget.				
	Staff has continued to convene Finance Subcommittee.				
	Staff have undertaken outside contracts that bring in additional revenue. Notable examples include support for Polk Soil and Water District, the Central Iowa Housing Trust Fund, and the Polk County Emergency Management Plan.				

MPO Strategic Plan Progress

Goal 5

Provide relevant and educational information commensurate with the expertise of the MPO.

	Strategy 5.1	Strategy 5.2	Strategy 5.3	Strategy 5.4	Strategy 5.5
Establish the MPO's organizational identity and brand in alignment with its mission.					
Develop and implement a communications plan focusing on MPO initiatives and timely issues.					
Review technology resources, including the MPO website, to optimize opportunities for communication with members, partners, and the public.					
Develop and maintain relationships with priority media and other organizations that can be called upon to share MPO information and educational messages.					
Ensure communications internally and externally about MPO activities reflect the benefits and financial impacts to the region and member communities.					
Reviewed and updated job descriptions to make sure they clearly communicate roles externally.					
MPO staff track members' preferred methods of communication through the MPO Performance Survey and have adjusted communications accordingly.					
Staff has developed a communications policy for employees covering media including social media.					
Staff has continued to work proactively with members of the media through press releases, data requests and informal meetings to build relationships.					
Where possible, MPO staff has included financial impact statements about the benefits of the MPO and its activities.					

MPO Strategic Plan Progress

Goal 6

Ensure organizational infrastructure to support MPO mission.

		Strategy 6.1	Strategy 6.2	Strategy 6.3	Strategy 6.4
		Ensure an integrated staff team with the talent, skills, and capacity to fulfill the MPO's obligations.	Review and utilize professional development opportunities to ensure staff remains current in skills and issues necessary for effectiveness and efficiency of the MPO.	Inventory, determine life cycle, and develop replacement plan for software and hardware necessary for a high-performing MPO office.	Review annually the utilization of the MPO office and meeting space to address emerging needs to accommodate needs of groups and organizations who use the space.
Tactics	MPO staff has continued to review the key areas of expertise and abilities needed on MPO staff on a periodic basis, including any time there is staff turnover.				
	Have continued to offer staff development opportunities such as conferences, continuing education reimbursement, etc.				
	Commissioned a salary and benefits analysis.				
	Have continued to review and update inventory of MPO equipment, schedule replacement purchases, and build into annual budgets.				
	Have explored options for controlling adjacent space in MPO office				