

**Minnesota Asian Pacific American Bar Association
2016-2019
Strategic Plan
5.12.16**

“MNAPABA is committed to promoting and supporting the personal and professional development of Asian American and Pacific American lawyers, judges, and law students, serving as an advocate for the Asian Pacific American community in Minnesota, and promoting equal access to justice.”

Guiding principles that Board should consider when working on assigned Strategic Plan:

- *Be inclusive of all APA subgroups (South Asian, Hmong, Korean adoptees, bi-racial, etc.).*
- *Want more engaged/active members (create a “family”).*

Goal 1: To promote and support MNAPABA lawyers, judges and law students.				
Strategic Area	Action Items (how to accomplish)	Next Steps (what to do)	Responsible (who will be)	Milestone Status Update (when)
1.1 Career Support/Advancement	1.1.1 Assistance with job/career advice (org.-wide)	1.1.1.1 Provide annual program (CLE, panel discussion, etc.) on career transitions, including moving in-house, government, etc.	VP, Membership	One program each year with a year-end status report.
		1.1.1.2 Formalized Mentorship Programs (attorney-to-attorney ¹)	VP, Membership	Start to develop in 2016-17 Board year with goal of implementing in 2017-18. Annual program (post-implementation).
		1.1.1.3 Create section committees for networking (e.g., IP, Judiciary, Employment, etc.)	VP, Membership	Upon completion of Directory, develop plan to start section committees.

¹ MNAPABA will not provide a formal mentorship program for attorney-to-law students as long as others are providing that (e.g., law schools, TCDIP).

**Minnesota Asian Pacific American Bar Association
2016-2019
Strategic Plan
5.12.16**

“MNAPABA is committed to promoting and supporting the personal and professional development of Asian American and Pacific American lawyers, judges, and law students, serving as an advocate for the Asian Pacific American community in Minnesota, and promoting equal access to justice.”

	1.1.2 Professional development and skill-building	1.1.2.1 Parade of corporations (networking) where we go around to corporations educating them about MNAPABA	VP, Membership & President (only parade of corporations)	Up and running with annual presentations by 2016-17 Board year.
	1.1.3 Recognize members	1.1.3.1 Nominate members for Awards	Awards Committee	Ensure this is done annually (by recommendation to Board) and give report to Board by year-end.
		1.1.3.2 Put into MNAPABA newsletter – “Member Spotlight”	President-Elect, Awards Committee, & VP Communications	Start in July 2016 and put in monthly newsletter.
	1.1.4 Retention of APA attorneys (what are the unwritten rules for the minority attorneys?) (CLEs small group discussions)	1.1.4.1 CLE/Small group discussion series	VP, Outreach (as coordinator)	Plan developed and first event executed in 2016-17 Board year (at least once per year).
Measures of Success: Do our members think membership is a source for advice; provide simple/short survey (paper) at each event (VP, Membership to create).				

**Minnesota Asian Pacific American Bar Association
2016-2019
Strategic Plan
5.12.16**

“MNAPABA is committed to promoting and supporting the personal and professional development of Asian American and Pacific American lawyers, judges, and law students, serving as an advocate for the Asian Pacific American community in Minnesota, and promoting equal access to justice.”

Goal 2: To serve as advocate for APA community.				
Strategic Area	Action Items	Next Steps	Responsible	Milestone Status Update
2.1 Partnering with other organizations	2.1.1 Maintain and build reciprocal relationships with other orgs. <ul style="list-style-type: none"> • APALSA and SALSA • Other affinity bar associations • CAPM, CAAL • MSBA, FBA • Courts • TCDIP 	2.1.1.1 Establish relationships at beginning of term and constant contact with leadership of organizations listed throughout the year.	VP, Outreach	Monthly updates to Board.
	2.1.2 Put links on our website to other APA orgs (law & non-law)	2.1.2.1 Generate list of APA orgs.	VP, Outreach & VP, Communications (only builds webpage)	Complete by 2016 Gala.
	2.1.3 Appoint MNAPABA representatives to HCBA, MSBA, & RCBA boards	2.1.3.1 Create notice of opportunity and put into monthly newsletter	President-Elect	Fill all open seats when required.
	2.1.4 VLN clinic	2.1.4.1 Contact VLN and HABA at beginning of Board year to begin planning.	VP, Outreach	2016-17 Board year.
Measures of Success: Good report at year-end; successful completion by milestone deadlines; for VLN increase number of volunteers in 2017-18 and beyond; starting 2016-17 Board year create lists of volunteers for each event from Committee Chairs (for recognition and numbers tracking); goal of 40% engagement.				

**Minnesota Asian Pacific American Bar Association
2016-2019
Strategic Plan
5.12.16**

“MNAPABA is committed to promoting and supporting the personal and professional development of Asian American and Pacific American lawyers, judges, and law students, serving as an advocate for the Asian Pacific American community in Minnesota, and promoting equal access to justice.”

Goal 3: To promote equal access to justice.				
Strategic Area	Action Items (how to accomplish)	Next Steps (what to do)	Responsible (who will be)	Milestone Status Update (when)
3.1 Judiciary efforts: get more APA attorneys on bench (especially state bench) (also mentioned in Goal 1: To promote MNAPABA lawyers, judges and law students)	3.1.1 Create and Implement a Judicial Selection Process Guide	3.1.1.1 Gather information for state vs. federal, district court vs. appellate court, and administrative law for Process Guide (including working with other affinity bar associations) Provide Process Guide on shared drive and on MNAPABA website Share Process Guide with other affinity bar associations Accompanying program/workshop on completing applications, soliciting letters of support, etc.	President manages with Chair of Judicial Selection Committee	Complete before end of 2015-2016 bar year Complete before end of 2015-2016 bar year Complete before end of 2015-2016 bar year Annually
	3.1.2 Create an org-wide recruitment pipeline (not just through a few people)	3.1.2.1 Identify upcoming vacancies in each district within the next two years. Use data to help identify areas where MNAPABA should do outreach to local		President manages with Chair of Judicial Selection Committee

**Minnesota Asian Pacific American Bar Association
2016-2019
Strategic Plan
5.12.16**

“MNAPABA is committed to promoting and supporting the personal and professional development of Asian American and Pacific American lawyers, judges, and law students, serving as an advocate for the Asian Pacific American community in Minnesota, and promoting equal access to justice.”

		<p>bar associations and local potential candidates</p> <p>Encourage executive board and advisory board members to contact Chair of Judicial Selection Committee with potential judicial candidates, including those early in their career</p> <p>Provide contact information of Chair on MNAPABA website for judicial candidates</p>		<p>Semiannual reminder to suggest potential candidates</p> <p>Complete before end of 2015-2016 bar year</p>
	<p>3.1.3 Support advancement of APA judges</p>	<p>3.1.3.1 Create plan for appellate and federal court appointments</p> <p>Identify awards and opportunities for current judges</p>	<p>President manages with Chair of Judicial Selection Committee</p>	<p>Complete before end of 2015-2016 bar year</p> <p>Semiannually</p>
	<p>3.1.4 Professional development & career advancement for senior attorneys (in-house, public sector, etc.)</p>	<p>3.1.4.1 Identify annual judicial programming to continue advancement</p> <p>Nominate APA attorneys for awards (identify annual awards and strategize nominations)</p>	<p>President manages with Chair of Judicial Selection Committee</p>	<p>Annual plan for next 3 years, starting in 2016-2017 bar year</p> <p>Annually</p>

**Minnesota Asian Pacific American Bar Association
2016-2019
Strategic Plan
5.12.16**

“MNAPABA is committed to promoting and supporting the personal and professional development of Asian American and Pacific American lawyers, judges, and law students, serving as an advocate for the Asian Pacific American community in Minnesota, and promoting equal access to justice.”

	<p>3.1.5 Connect with external decision makers to continue organizational advancement of APA judicial candidates</p>	<p>3.1.5.1 Meet with Commission members and the Governor’s office</p> <p>Executive board attend Governor’s annual meeting for affinity bar association leaders and judiciary</p> <p>Meet with Senators Klobuchar and Franken</p>	<p>President manages with Chair of Judicial Selection Committee</p>	<p>Hold annually meetings</p> <p>Annual attendance</p> <p>Complete before end of 2015-2016 bar year, and on annual basis</p>
	<p>3.1.6 Compile internal resources for APA judicial candidates</p>	<p>3.1.6.1 Gather questions asked by the Commission for state district & appellate positions</p> <p>Create list of people to conduct mock interviews, both APA and non-APA attorneys and non-attorneys</p> <p>Create sample of types of letters of support from past candidates</p> <p>Compile past cover letters that can be shared</p> <p>Contact other affiliates to get best practices</p>	<p>President manages with Chair of Judicial Selection Committee</p>	<p>Complete before end of 2015-2016 bar year</p> <p>Complete before end of 2015-2016 bar year</p> <p>Complete before end of 2015-2016 bar year</p> <p>Complete before end of 2015-2016 bar year</p> <p>Complete before end of 2015-2016 bar year</p>

**Minnesota Asian Pacific American Bar Association
2016-2019
Strategic Plan
5.12.16**

“MNAPABA is committed to promoting and supporting the personal and professional development of Asian American and Pacific American lawyers, judges, and law students, serving as an advocate for the Asian Pacific American community in Minnesota, and promoting equal access to justice.”

3.2 Encouraging members to participate in community service	3.2.1 VLN clinic	3.2.1.1 Advertise in newsletter and maybe personal outreach to interested people and ensure promotion at annual gala (sign-up sheet at gala if appropriate).	VP, Outreach	2016-17 Board year (and each year thereafter).
	3.2.2 Community service projects	3.2.1.2 Advertise in newsletter and maybe personal outreach to interested people and ensure promotion at annual gala (sign-up sheet at gala).	VP, Outreach	Completely organize and ready for sign-up at Gala. One project per year (next October 2016).
	3.2.3 NAPABA Lobby Day	3.2.1.3 Advertise in newsletter and maybe personal outreach to interested people and ensure promotion at annual gala. Identify at least one person to participate in NAPABA Lobby Day.	VP, Outreach	
Measures of Success: Starting 2016-17 Board year create lists of volunteers for each event from Committee Chairs (for recognition and numbers tracking); goal of 40% engagement; milestone send at least one person per year to Lobby Day.				

**Minnesota Asian Pacific American Bar Association
2016-2019
Strategic Plan
5.12.16**

“MNAPABA is committed to promoting and supporting the personal and professional development of Asian American and Pacific American lawyers, judges, and law students, serving as an advocate for the Asian Pacific American community in Minnesota, and promoting equal access to justice.”

Goal 4: Infrastructure				
Strategic Area	Action Items	Next Steps	Responsible	Milestone Status Update
4.1 Governance	4.1.1 Succession-planning for President and Committees	4.1.1.1 Develop plan and steps for implementation and execute plan annually.	Secretary	Board and all committees to archive all of their materials on MNAPABA’s Google drive on continuous basis.
	4.1.2 Governance-committee	4.1.2.1 Develop policy on position-statements	Secretary	Complete bylaws and update articles of incorporation, if necessary—begin now, complete by end of 2016-2017 bar year. Complete conflict of interest policy, travel reimbursement policy, refund policy, and policy confidentiality of endorsement process, complete by end of 2017-2018 bar year.
4.2 Improve Communications (internal)	4.2.1 Improve communications to members via website, email, social media, and one-pager/brochure	4.2.1.1 Develop communications strategy for Wild Apricot (by Fall 2016).	VP, Communications	Uniform-looking and consistent-looking communications. Implement starting 2016-17.

**Minnesota Asian Pacific American Bar Association
2016-2019
Strategic Plan
5.12.16**

“MNAPABA is committed to promoting and supporting the personal and professional development of Asian American and Pacific American lawyers, judges, and law students, serving as an advocate for the Asian Pacific American community in Minnesota, and promoting equal access to justice.”

		4.2.1.2 Develop better web content (especially for current and future events).	VP, Communications	Implement starting 2016-17.
	4.2.2 Promote history of MNAPABA (Advisory Committee, history of MNAPABA, more facts on the website, etc.)	4.2.2.1 Develop plan for content that highlights MNAPABA history and where to place content. Form small group to do project.	VP, Communications in consultation with Immediate Past President	Implement starting 2016-17.
Measures of Success: Governance documents completed by September 2017 (if not sooner); Completion of tasks by milestones; Ensure pictures are taken at all events.				

**Minnesota Asian Pacific American Bar Association
2016-2019
Strategic Plan
5.12.16**

“MNAPABA is committed to promoting and supporting the personal and professional development of Asian American and Pacific American lawyers, judges, and law students, serving as an advocate for the Asian Pacific American community in Minnesota, and promoting equal access to justice.”

Goal 5: Growth (opportunities for membership, increase membership, and MNAPABA’s financial stability)				
Strategic Area	Action Items	Next Steps	Responsible	Milestone Status Update
5.1 Increase membership	5.1.1 Promote MNAPABA to law firms and companies (to have as a resource to them and their APA lawyers/employees)	5.1.1.1 Create one-pager (for business justification & to make employees more aware of MNAPABA)	VP, Outreach President, & President-Elect	To be completed by July 2016 and sent out no later than August 2016.
		5.1.1.2 Create list of diversity partners at firms and diversity contacts at corporations in town. Draft form email or letter to send with one-pager (e.g., suggest to firms/corporations sending to APA attorneys or all new attorneys). Collaborate with interested orgs. And individuals.	VP, Outreach President, & President-Elect	To be completed by July 2016 and sent out no later than August 2016.
	5.1.2 Get local APALSA and SALSA more involved in MNAPABA	5.1.2.1 Law student liaisons to MNAPABA Executive Board (VP, Membership to figure out scope of duties and identify candidates)	VP, Membership	Conduct next step annually.

**Minnesota Asian Pacific American Bar Association
2016-2019
Strategic Plan
5.12.16**

“MNAPABA is committed to promoting and supporting the personal and professional development of Asian American and Pacific American lawyers, judges, and law students, serving as an advocate for the Asian Pacific American community in Minnesota, and promoting equal access to justice.”

		5.1.2.2 Annual meeting with APALSA President during beginning of Board year	VP, Membership	Conduct next step annually.
		5.1.2.3 Annual student reception with APALSAs (rotating at different local law schools)	VP, Membership	Conduct next step annually.
		5.1.2.4 Annual contact with each Law school’s administrator overseeing diversity and/or student clubs.	VP, Membership	Conduct next step annually.
	5.1.3 Make more connections amongst members (networking happy hours, quarterly events that have themes (e.g., HH for IP attorneys, etc.)) (also meets engaging members)	5.1.3.1 Maintain or increase current level of programming.	VP, Membership	Annually evaluate effectiveness of events at year-end.
	5.1.4 Create a directory of our attorneys as a way to network APA lawyers	5.1.4.1 Continue to work on developing Directory.	VP, Membership & VP, Communications	Complete during 2016-17 Board year.
	5.1.5 Diversify MNAPABA membership (South Asian, Hmong, Korean adoptees, bi-multiracial)	5.1.5.1 List on website of who we are (and who we aspire to) represent	VP, Membership & VP, Communications	Complete by 2016-17 Board year.
5.2 Engage membership	5.2.1 Meet-and-greet with Advisory Board	5.2.1.1 Select date and plan event.	President	Hold annually and schedule next one in 2015-16 Board year.

**Minnesota Asian Pacific American Bar Association
2016-2019
Strategic Plan
5.12.16**

“MNAPABA is committed to promoting and supporting the personal and professional development of Asian American and Pacific American lawyers, judges, and law students, serving as an advocate for the Asian Pacific American community in Minnesota, and promoting equal access to justice.”

	5.2.2	Get more membership involvement through committees (gives opportunity to members for professional and personal development)	5.2.2.1 Recruit people to committees. President oversees and ensures compliance.	All committee Chairs	Committee established and convened (via phone, email, or in-person) no later than December of each Board year.
	5.2.3	Assess programming and networking opportunities for all levels of membership (law students, junior attorneys, to senior attorneys)	5.2.3.1 Status report to Executive Board with areas for improvement included.	VP, Membership	Provide annual year-end report.
	5.2.4	Attend more (non-MNAPABA) events as MNAPABA representatives (e.g., CAPM and other orgs, business orgs, etc.)	5.2.4.1 MNAPABA “Ambassador” to let event contact know they are attending on behalf of MNAPABA (either before or at event)	President & Executive Board	List in every Board report each event attended and identify who NAPABA “Ambassador” was.
5.3 Financial Growth	5.3.1	Increase corporate sponsorships	5.3.1.1 Develop fundraising strategy and use Advisory Board to assist.	President & President-Elect	Annual development of fundraising strategy. Conduct annual review of corporate sponsorships at end of Board year.
			5.3.1.2 Develop plan for increasing year-round recognition of sponsors.	President & President-Elect	Conduct annually.
Measures of Success: Increase membership by 10% each year; increase attendees at events; sustain or increase number of sponsorships.					