



**OPPM Committee  
May Report**

Chair: Kelle J., Florida  
Vice Chair: Jasmina T., New York  
Secretary: Josh W., Washington, D.C.  
Board Co-Liaisons: Charlie H, Jasmina T  
Members: Mary Jo L., Illinois

The most recent copy of the OPPM can be found in the Quick Links section of the service website.

We meet the 2nd and 4th Thursday of the month @7:30 PM.

Current Mission Statement: The OPPM ( Operating Policy and procedures Manual ) is the primary WSO policy document in alignment with Board Motions for the Board and its Committees . The OPPM Committee maintains and updates this document to provide order and continuity for the operation of the WSO. It is the Committee's goal to help ensure the OPPM reflects best practices that are in line with the ACA Traditions and Concepts.

**New Business:**

- Continue our review of outstanding items sent to the Board for review
- Work on a better process for communication between our Committee and The Board to ensure that our work gets heard and acted upon in a timely manner.
- Continue to review the OPPM for procedure/process updates or revisions and gaps
- Possible collaboration with the Service Norms Sub Committee of the MSSC for updates to the OPPM

**Old Business:**

- Team up with ABC Committee to do a review of sections of the OPPM that relate to the ABC. ( Specific topic of Quorum )
- Request from the IT Committee for clarification as to when WSO emails that are used by Board members are given to them ( before or after they become a board member ) and when they should be rescinded.

We have an open slack channel for any questions #oppm\_your\_questions.