

SMSA 2019 ANNUAL 1-YEAR WORK PLAN



The National Association of State Motorcycle Safety Administrators (SMSA)

For the period of January 1 – December 31, 2019

The SMSA Executive Committee has identified the following projects/tasks to be completed in 2019.

Activity	Actions	Milestone / Deliverable
<p>1. Expand and increase the SMSA membership, enhance member benefits and communications.</p> <p>Emphasis Area 1 in the SMSA Strategic Plan</p>	1.1. Continue to keep members, partners and stakeholders informed on SMSA projects and activities through email news-blasts, the SMSA web page social media, the Spotlight Magazine and regional web meetings.	December 2019 (HSS staff)
	1.2. Explore approaches to increase SMSA annual revenue.	January – December 2019 CMC
	1.3 Solicit additional Supporting and Individual memberships.	January – December 2019 CMC
	1.4 Plan and conduct the annual SMSA National Motorcycle Safety Summit in Grand Rapids, Michigan.	January – September 2019 MI Host Committee
	1.5 Continue maintenance of the SMSA Bylaws.	December 2019 EC
	1.6 Continue development and maintenance of SMSA Position Statements.	December 2019 PRC
<p>2. Encourage State members to implement components of NHTSA’s Highway Safety Program Guideline No. 3 – <u>Motorcycle Safety</u> as part of their State’s motorcycle safety effort.</p> <p>Emphasis Area 4 in the SMSA Strategic Plan</p>	2.1 Encourage states through communication channels and collaboration with stakeholders to implement components of NHTSA’s Highway Safety Program Guideline No. 3 – <u>Motorcycle Safety</u> as part of their state’s motorcycle safety effort.	Non-applicable EC
	2.2 Assist states to prepare for a Technical Assessment and offer technical assistance after the completion of the Assessment.	January – December 2019 HSS Staff and EC
	2.3 Update the SMSA Motorcycle Safety Program State Self-Assessment Tool.	December 2019 MSPC
	2.4 Initiate a draft version of comprehensive Entry-Level Rider Training and Administrative Standards.	December 2019 EC/MSPC

Activity	Actions	Milestone / Deliverable
<p>3. Promote and encourage data collection for program evaluation, countermeasures and initiatives.</p> <p>Emphasis Area 5 in the SMSA Strategic Plan</p>	3.1 Revise and maintain the SMSA Annual Survey Sections.	January – December 2019 MSPC
	3.2 Distribute and Compile SMSA Motorcycle Safety and Rider Education Surveys to the membership.	January – December 2019 MSPC
	3.3 Promote use of the “ <i>SMSA Motorcycle Safety Related Data – A Guideline Document for States to Collect Motorcycle Safety Data – December 2015</i> ” as tool to assist programs for data collection.	January – December 2019 MSPC
<p>4. Develop New and Strengthen Existing Partnerships with National Organizations.</p> <p>Emphasis Area 6 in the SMSA Strategic Plan</p>	4.1 Continue to participate in and support the National Motorcycle Safety Alliance as a Core Member.	September 2019 Staff and EC
	4.2 Participate in National Motorcycle Safety Conferences and Meetings and participate with other national motorcycle safety research consortiums.	January 2019 Staff and EC
	4.3 Accept invitations to present at national and local conferences regarding motorcycle safety issues.	January – December 2019 Staff and EC
	4.4 Propose potential projects to NHTSA for possible funding.	January – December 2019 Staff and EC
<p>5. Conduct regular meetings of the SMSA Executive and Standing Committees.</p> <p>Emphasis Areas 1-6 in the SMSA Strategic Plan</p>	5.1 Conduct conference calls as needed with the three SMSA Standing Committees to identify and complete projects that support SMSA’s mission.	January – December 2019 HSS Staff
	5.2 Conduct regular conference call meetings and one face to face meeting of the SMSA Executive Committee to complete SMSA business.	January – December 2019 HSS Staff and EC
	5.3 Explore opportunities to establish an Agreement between State Rider Education Programs for the reciprocal exchange of course completion documents between State Programs utilizing the standards from 2.4. Conduct a pilot test with selected states.	January – December 2019 HSS Staff and EC