

**Arizona REALTORS®**  
**BUSINESS TECHNOLOGY & COMMUNICATIONS**  
**2022 Business Plan**

**From:** Business Technology and Communications  
**Chair:** Shane Cook  
**Staff Liaison:** Dan Pemberton  
**Date:** 2022

**REALTOR® . . . The best prepared real estate practitioner with the highest standards.**

The following are programs, products, services, and activities (PPSAs) with Business Services and Technology oversight.

**CURRENT TOP PRIORITIES**

- Focus on smooth transition from zipForm® to Transaction Desk with minimal member impact.
- Identify products and services that will provide cost savings to the Association.
- Continue to provide members with strong support and training of member benefits via our support channels.

**RECOMMENDATIONS**

**GROUPS FORMED**

The Business Technology and Communications (BTC) committee will work on all Communications tasks and the Member Communications Committee will be used only for special projects that the BTC Committee wants the group to focus on (member surveys, event communications, social media ambassador program, etc.).

**Aaronline.com website redesign Workgroup**

This workgroup will be responsible for suggesting cleanup of outdated or irrelevant content on our website. The workgroup will also be responsible for suggesting new relevant content and webpage redesign suggestions. (Risk Management Pages are not considered for updates or changes at this time)

**Social Media Messaging Workgroup**

This workgroup will be responsible for brainstorming new relevant content to increase our social media clicks, likes, shares and subscribes (examples: Hot Real Estate topics, trends, tips and tricks, video ideas).

**New Tech Workgroup**

The New Tech workgroup will be responsible for investigating and presenting to the committee new trending technologies pertinent to the REALTOR® member.

## **BUSINESS SERVICES**

Arizona REALTORS® provides technology tools as a member benefit only if Arizona REALTORS® is in a unique position to provide the tool, or the tool create value statewide, or if the tool advances the real estate industry and the Arizona REALTORS® vision. Arizona REALTORS® identifies and recruits REALTORS® who are technologically adept to enhance the goals of the committee. (Strategic Objectives 5.B and 5.F)

<b>Measurable Objectives</b>	<b>Status</b>
Negotiate discounts for products and services that benefit members and consistently market those offerings.	Discounts on products and services in the Tech Marketplace as well as member benefits Marketed quarterly via the Voice.
Market for member awareness and increased use	Marketing via the Voice quarterly.
Pursue partnership and collaboration opportunities to the REALTORS® how to use business technologies.	Facebook page to address how to use business technologies and new ideas.
Create a mechanism for REALTOR® generated content regarding technology related issues and practices.	Tech Marketplace provides members the options for the technologies that make sense for their individual needs. Photofy is an additional resource for our members.
Create pre-formatted graphics and content for local associations to populate their websites and distribute as needed.	Graphics and content tool added to the Arizona REALTORS® Website
Provide information and assistance to real estate schools and local associations to promote REALTOR® technology tools and provide training on their usage.	

### **Tech Helpline®**

Arizona REALTORS® provides technology tools, as a member benefit only if: Arizona REALTORS® is in a unique position to provide the tool; the tool creates value statewide; or the tool advances the real estate industry and the Arizona REALTORS® vision. Arizona REALTORS® investigates and provides information on member or staff recommended products and services that increase efficiency, profitability and digital security of member business operations. Arizona REALTORS® negotiates discounts for products and services that benefit REALTOR® and market those offerings. (Strategic Objectives 5.B, 5.C and 5.D)

<b>Measurable Objectives</b>	<b>Status</b>
Usage statistics are compiled and shared monthly.	Statistics are shared monthly with the Communications Workgroup and the BS&T Committee
Market for member awareness and increased use	Promoted by The Voice Newsletter and externally through Tech Helpline monthly mailing
Research and inform REALTORS® on how to choose the right technologies for business through multiple channels of communication.	Promoted by The Voice Newsletter and Monthly Tech Helpline email to members.
Maintain positive member responses.	Member feedback is generally positive

## Forms

Arizona REALTORS® controls and provides the delivery of Arizona REALTORS® forms as a member benefit. Arizona REALTORS® negotiates discounts for products and services that benefit REALTOR® and market those offerings. (Strategic Objectives 5.A and 5.D)

<b>Measurable Objectives</b>	<b>Status</b>
Usage statistics are compiled and shared monthly.	Statistics are shared <b>quarterly</b> with the Communications Workgroup and the <b>BT&amp;C</b> Committee
Conduct trainings on a monthly/bi-weekly basis	Trainings are conducted weekly through Zoom
Pursue partnership and collaboration opportunities to teach REALTORS® how to use business technologies.	Promoted by The Voice Newsletter and Monthly Tech Helpline email to members.
Maintain positive member responses	Member feedback is generally positive

## Arizona REALTORS® Single Sign-On

Arizona REALTORS® provides technology tools as a member benefit only if: Arizona REALTORS® is in a unique position to provide the tool; the tool creates value statewide; or the tool advances the real estate industry and the Arizona REALTORS® vision. Arizona REALTORS® investigates and provides information on recommended products and services that increase efficiency, profitability, and digital security of REALTOR® business operations. Arizona REALTORS® negotiates discounts for products and services that benefit REALTORS® and market those offerings. (Strategic Objectives 5.B, 5.C and 5.D)

<b>Measurable Objectives</b>	<b>Status</b>
Usage statistics are compiled and shared <b>quarterly</b>	Ongoing
Conduct trainings on a <b>weekly</b> basis	Training is provided by our inhouse technical support team
Research and inform REALTORS® on how to choose the right technologies for business through multiple channels of communication.	Promoted by The Voice Newsletter and our media channels.
Maintain positive member responses	Feedback from membership is generally positive. Primary complaint is that members are unable to save their primary login information. <b>As of Feb 2022, Users are now able to save their login information</b>
Investigate strategies for member engagement via the Single Sign-On platform using targeted pop-up messaging based on criteria from the enhanced member profile data within RAMCO.	Under review

## SOFTWARE DEVELOPMENT

Arizona REALTORS® will develop and monitor software that will help Arizona REALTORS® maintain data to better understand member needs, communicate more effectively with members and maximize adoption of

Arizona REALTORS® programs and services. Identify products and services that will provide cost savings to the Association.

Measurable Objectives	Status
Develop and maintain data and access to data for Arizona REALTORS® purposes.	Member out of compliance report summary of licensees out of compliance with active membership requirements. (System is currently down as of 10/2021 due to technical server issues that are currently being addressed) Branch managers are identifiable in RAMCO. Marketing and reports specific to that group can now be accessed. <b>Server is expected to be repaired sometime with the 2<sup>nd</sup> quarter of 2022.</b>

### **Enhanced Member Profile**

Arizona REALTORS® develops and maintains data, member profile, to better understand member needs, engage more effectively with members and maximize adoption of Arizona REALTORS® programs and services (SP: 5.E).

Measurable Objectives	Status
Provide data analytics of AAROnline.com members logged-in.	Data on members is continually being collected via VOICE and educational emails
Develop “Enhanced Member Profile” through RAMCO AMS.	Current data includes access to Voter Data and email opens, Member Demographics statistics.
Maintain RAMCO as the data warehouse for the Enhanced Member Profile	Enhanced data set has been obtained through TargetSmart data feed.

## **IT RESOURCES AND SECURITY MANAGEMENT**

Arizona REALTORS® will develop and monitor software that will help members’ access to Arizona REALTORS® forms as a member benefit (SP: 5.A) and maintain data to better understand member needs, engage more effectively with members and maximize adoption of Arizona REALTORS® programs and services (SP: 5.E).

Measurable Objectives	Status
Data and voice systems uptime is better than 99%, excluding planned maintenance periods	Ongoing, 24/7 Monitoring daily via email reporting and reporting via GMI
Security exploits conducted against Arizona REALTORS® receive urgent attention and appropriate measure taken to prevent reoccurrence	Ongoing, 24/7 Monitoring daily via email reporting and reporting via GMI
Build an effective disaster recovery infrastructure to allow immediate phone and email recovery	Ongoing, 24/7 Monitoring daily via email reporting and reporting via GMI

## Phone

Arizona REALTORS® Information Technology resources will ensure that phone communications are secure and reliable, allowing Arizona REALTORS® to engage more effectively with members (SP: 5.E). Nextiva is our new phone web-based phone service provider effective 12/2020.

<b>Measurable Objectives</b>	<b>Status</b>
Maintain a secure and reliable phone system	Cloud based Nextiva system, phone app and online system available in the event of a local outage
Troubleshoot problems in a quick and efficient manner.	Meeting objectives, staff feedback has been largely positive

## Network

Arizona REALTORS® Information Technology resources will ensure that the network infrastructure is secure and reliable, allowing Arizona REALTORS® to engage more effectively with members and each other (SP: 5.E).

<b>Measurable Objectives</b>	<b>Status</b>
Establish disaster recovery infrastructure to maintain phone system in event of local physical failure	Phone system is cloud based. In the event of an outage, cell phone app and internet login will be available.
Maintain the network to ensure it remains secure and reliable	Meeting objectives, as of 2/2022 network is cloud based, Azure by Microsoft

## **BUSINESS SERVICES AND TECHNOLOGY SUPPORT**

Arizona REALTORS® Business Services and Technology area will provide top notch technical and customer support to its members.

<b>Measurable Objectives</b>	<b>Status</b>
Staff and committee leadership review use of resources via monthly financials	Meeting Objectives
Support and enhance customer service platforms (such as ZenDesk) to identify and track technology issues.	Ongoing
At year-end, income and expense for this committee's overall budget are within 10%	

# 2022 COMMUNICATIONS: REALTOR ENGAGEMENT AND CONSUMER OUTREACH BUSINESS PLAN

**Christina Smalls, Staff Liaison**

The Arizona REALTORS® communicates using methods that inform, connect, and engage REALTORS®, local REALTOR® associations, and consumers.

Measurable Objectives	Status
Disseminate pertinent, relevant and timely industry and association information through social media, aaronline.com, videos, and newsletters.	On-Going
Engage with REALTORS® and local associations to identify needs, provide communication services, and inform on issue resolution techniques.	On-going Working with PR firm, HMA PR, as of May 4, 2020
Organize information on the website for easy search and access by members.	Ongoing
Conduct research on the preferred communications methods of our REALTOR® members and communicate with our members through those methods.	
Engage in at least four consumer outreach activities each year and promote community involvement activities of members.	
Promote REALTOR® volunteerism and community involvement.	<b>Solicited volunteer stories in the 11/9 and 11/23 issues of The Voice to commemorate National Volunteer Day which was on December 5<sup>th</sup>. Featured REALTOR® volunteer in December 7 issue of The Voice.</b>
Promote advocacy efforts with a focus on consumer outreach and education to the public and REALTOR® members.	
Identify community outreach efforts conducted by REALTORS® and recognize them through an annual award.	<b>Posts in The Voice soliciting stories from members.</b>
Promote the value of using REALTORS®.	<b>Promoted <a href="http://www.competition.realtor">www.competition.realtor</a> on social media.</b>
Communicate the value and successes of REALTOR® associations throughout the state by placing at least ten mentions in print or broadcast media in 2021.	2 earned media spots since December 1, 2021.  See: <a href="https://www.aaronline.com/media-contacts-coverage/">https://www.aaronline.com/media-contacts-coverage/</a>
Deliver timely and relevant content through social media.	On-going
Communicate the association's initiatives and work in progress to members.	On-going
Communication statistics are compiled and shared monthly.	On-going

Print and digital collateral adheres to the Arizona REALTORS® brand and is member centric and speaks to Arizona REALTORS® value proposition.	On-going
Provide a consistent voice at Arizona REALTORS® which will speak to advocacy efforts with a focus on consumer outreach and education to the public and members by making at least two posts to <a href="http://www.HomeOwnershipMatters.realtor/states/Arizona">www.HomeOwnershipMatters.realtor/states/Arizona</a>	
Create and update Communications and Public Relations plans for the organization based on members' interests and the coordinated efforts with area managers, local associations, and the Executive Committee.	
Promote the value and the “why” of the REALTOR® brand to our members by conducting a statewide consumer-directed event.	
Social media channels are managed and monitored to ensure a steady rise in engagement.	On-going
Engage in regular outreach to members to elicit discussions by posing monthly questions on social media.	
Meet or exceed real estate industry email open and click-through rates with The Voice.	On-going
Conduct member and consumer research as needed to provide information to decision makers by fielding at least two email surveys.	<b>Working with American Strategies on a member survey to be sent to the membership in March.</b>
Investigate strategies for member engagement via the Single Sign-On platform using pop-up messaging based on criteria from the enhanced member profile data within RAMCO.	

## **2022 DIVERSITY, EQUITY, AND INCLUSION BUSINESS PLAN**

### **Christina Smalls, Staff Liaison**

The Arizona REALTORS® commits to building stronger, inclusive, and diverse association leadership and membership to better represent the communities served and ensure a superior consumer experience by building dynamic, inclusive, and safe communities.

<b>Measurable Objectives</b>	<b>Status</b>
Increase the diversity of REALTOR® members and REALTOR® leadership to better represent the communities in which they serve.	

Provide REALTORS® with opportunities for open dialogue about diversity, equity, and inclusion.	
Promote REALTORS® understanding and perception of diversity to create a more respectful and inclusive industry and consumer experience.	
Create opportunities for REALTOR® outreach to diverse communities to provide those communities with information about the real estate industry and profession.	<b>DEI Industry Issues Workgroup currently in the research phase of a 2-year plan to provide diverse communities with information about the real estate industry and homeownership.</b>
Investigate the feasibility of providing scholarships for pre-licensing and academic programs for diverse individuals with an interest in becoming a REALTOR® and implement if feasible.	<b>DEI Outreach Workgroup has started research on new scholarship program.</b>
Provide additional education and mentoring resources.	<b>Discussions and outlines have been started on a mentoring program.</b>
Develop communications that promote real estate as an inclusive profession.	<b>Videos and social media posts have been shared on social media and in The Voice (issues: 2/1, 2/15, 2/22)</b>
Promote real estate as a first-time profession to individuals in high schools, colleges, and universities.	
Support and promote fair housing.	<b>State-wide Fair Housing Zoom presentation with Illinois REALTOR Nate Johnson, scheduled for April 20, 2022.</b>