

**STRATEGIC PLAN PERFORMANCE MANAGEMENT
IMPLEMENTATION TEAM MEETING
6-8-2015**

Attendees: Garrett Pedersen, Dave Putz, Jon Makovec, Alex Jensen, Kate Murphy, Corey Lorenz
Christina Andersen and Vicki Stamper

Absent: John Hart, Matt Haubrich, and Mark Lowe

1. Review “draft final” work plan from Strategic Communications
 - a. Review draft implementation work plan and provide comments or changes to Garrett by Friday, June 12.
 - b. Consultant support concept: We need to be ready to answer n “can we do this internally?” and any other questions that we think Management Team will have/ask.
 - c. The Strategic Plan Guidance Group would be available for feedback.
 - d. Page 13 – estimated time requirement; suggestion was made to estimate at 2 to 4 weeks.
 - e. Page 6: pyramid graphics: Dave will retool these and send updated version to Chris.
 - f. Page 7: Vertical and horizontal alignments
 - g. Place mission and vision statements along with key initiatives on blank pages.

2. Discuss Management Team presentation outline
 - a. June 29 - 40 mins. (9:05 to 9:45 pm)
 - i. Review directive from Management (i. – iv. – 5 mins)
 - ii. Review project parameters
 - iii. Review deliverable
 - iv. Key components of the work plan
 - v. Review cascading model (10 min.)
 - vi. Outline-level walk-through of draft work plan (15 min.)
 - vii. Present some considerations for Management
 - viii. Invite review and feedback
 1. Provide Management Team with a copy of the draft plan prior to meeting.
 2. Leave them with items to consider:
 - a. Are there items you expected to see that are missing?
 - b. Resources – internal and external; consultant
 - i. Plan built on assumption that an outside consultant would be utilized.
 - c. Culture
 - d. Sustaining long term commitment
 - ix. PowerPoint presentation for this meeting with Management Team.
 1. Will be kept simple; Garrett will prepare.
 2. One slide with bullets that list entities that use the cascading model.
 - x. Feedback: set a date for this committee to get face to face feedback from Management Team.

3. Next steps/timeline:

- a. Additional work plan comments to Strategic Communications by **Friday, June 12**
 - b. Finalize work plan and presentation by **Monday, June 22**
 - c. Presentation to Management- **Monday, June 29**
4. Next meeting: **Monday, June 29 with Management Team**