

CAB Strategic Planning Retreat Agenda

Friday, June 15, 2018, 5pm to 8pm

Saturday, June 16, 2018, 10am to 1pm

637 First Street, Santa Rosa

DESIRED OUTCOMES

- **Friday Session**
 - Devise a clear mission statement, roles, and responsibilities
 - Create a vivid vision of a compelling future
- **Saturday Session**
 - Decide on 3-5 year strategic priorities and 1-year objectives
 - Decide which programs, initiatives, and activities will achieve the vision
 - Identify metrics to measure progress towards the vision

Friday - Mission & Vision

4:45	Gather and Greet <ul style="list-style-type: none">· Dinner provided	All
5pm	Call to Order <ul style="list-style-type: none">· Attendance· Public comment	Chair
5:15	Welcome <ul style="list-style-type: none">· Introductions· Purpose of day· Housekeeping announcements· Establish "ground rules" for meeting	Judi
5:30	Mission Planning <ul style="list-style-type: none">· Importance of a clear mission and vision· Results of survey· Draft mission statement	Jim

6:15	Visioning Exercises When you picture the community in 3-5 years, what's the picture or movie reel in your mind's eye? What do you see, hear, or feel? 10 min - guided visioning 10 min - writing 10 min - sharing	Jim/Judi
6:45	Consolidate & Group What are the major components of the vision?	Judi
7:00	Critique Draft Vision	Jim
7:30	Best Fit Measures (time permitting) What metrics best measure the vision?	Jim
7:50	Public Comment	Chair
8:00	Saturday Preview	Jim

Saturday - Metrics, Gap Analysis, Priorities & Objectives

9:45	Gather and Greet Pastries and fruit Review logos	
10am	Call to Order Attendance Public comment	Chair
10:15	Welcome Purpose of day Housekeeping announcements Establish "ground rules" for meeting	Judi

10:30	Strategic Roadmaps 101 Learn about strategic priorities, yearly objectives, and metrics	Jim
10:50	Group Work - Gap Analysis, Priorities, Initiatives, and Targets Divide into groups based on strategic categories Discuss priorities, initiatives, and targets	Judi/Jim
11:50	Consolidate Group Work & Discuss Do you agree/disagree with the priorities, initiatives, and targets for each category?	Judi/Jim
12:30	Roles & Responsibilities (time permitting) Sort roles & responsibilities	Judi
12:50	Public Comment	Chair
1pm	End Roadmap next steps	Judi/Jim