



## Strategic Planning Committee Agenda

### Meeting Logistics

Date: July 27, 2005

Time: 4 pm – 6:30 pm

Location: LTLS Headquarters

Convener: Jan Ison

Attendees: Nina Pals, Chair; Laura Barnes; Janice Harrington, Donna Geirtz, Mel Farrell; Karen Hackman; Jocelyn Tipton; Renee Henry'; Cindy Clennon; Jan Ison; Amy Weber

Unable to Attend: Scott Drone-Silvers

### Meeting Purpose

The purpose of this meeting is to begin the process of developing a new LTLS Strategic Plan.

### Desired Outcomes

By the end of this meeting we will have :

- Knowledge about LTLS as an organization
- LTLS service accomplishments from the previous plan
- Understanding of the LTLS Strategic Planning Process including roles and expectations.
- A timeline and meeting schedule for the process

<b>Agenda</b>			
<b>Topic</b>	<b>Process</b>	<b>Who</b>	<b>Time</b>
<b>Start Ups:</b> <ul style="list-style-type: none"> <li>• Welcome</li> <li>• Introductions</li> <li>• Purpose</li> <li>• Desired Outcomes</li> <li>• Agenda</li> <li>• Setting Ground Rules</li> <li>• Roles</li> <li>• Decision making</li> </ul>	Present Present / Q & A / Revise / Agree	Jan/ Nina All Jan/All	5 minutes 20 minutes 20 minutes
<b>LTLS as An Organization:</b> What is LTLS?	Presentation Q & A	Jan All	20 minutes
<b>Service Accomplishments</b>	Review Past Plan Describe accomplishments & changes Discussion	Jan/All	20 minutes
<b>Planning Process</b> Mission Vision Environmental Scan Surveys Workshop regarding trends Strategy Development Board Review Membership Review Board Approval	Description/Discussion	Jan/All	40 minutes
<b>TimeLine</b> Meetings	Review Revise Agree	Amy/All	10 minutes
<b>Close Meeting:</b> <ul style="list-style-type: none"> <li>• Next Steps</li> <li>• Bin Planning</li> <li>• Meeting Review</li> </ul>	Brainstorm Brainstorm Plus/Delta (+/Δ)	All	5 minutes