

**Phoenix Workforce Connection Youth Programs
Strategic Plan Implementation Project**

***Executive Directors and Implementation Team Meeting
APS • Arizona Center Two • 400 N. 5th St. • Conference Room 2 North
Agenda • April 6, 2006***

Meeting Objectives:

1. Complete and adopt the implementation action plan for all Strategic Tasks.
2. Write a compelling mission and vision that align the Implementation Team.
3. Write guiding principles about how Implementation Team members will work together.
4. Share with other Implementation Team members the tangible deliverables developed to date.
5. List successes to date in implementing the strategic plan.
6. Prioritize steps in the Implementation Action Plan.
7. List ways to foster cross-agency participation on Task implementation.

Meeting Agenda:

- 8:30 a.m. • Networking, continental breakfast.
- 9:00 a.m. • Welcoming remarks: Roberto Franco, Acting Director, Community and Economic Development Department, City of Phoenix.
- Introductions and icebreaker exercise: “Hopes and fears” for the day.
 - Ground rules and roles of participants and facilitators.
 - Implementation Team mission: What is the Team’s reason for being?
- 10:30 a.m. *Break.*
- 10:45 a.m. • Implementation Team vision: What is the Team’s state of utopia?
- 12:00 p.m. *Working Lunch.*
- 12:30 p.m. • Teambuilding exercise: “Frenzy.”
- Common themes from interviews.
 - Principles of engagement: how Team members will succeed together.
- 2:00 p.m. *Break.*
- 2:15 p.m. • Team leaders review completed Implementation Action Plans.
Note: Implementation Action Plans must be completed prior to this session.
- Report on accomplishments to-date (see Outcomes and Tangible Deliverables column on Implementation Action Plan).
 - For each report, consider:
 - Are Team leadership and membership appropriate to each task? If not, how should Teams be configured for cross-agency participation and input?
 - What other actions to achieve the goal may have been overlooked?
 - What obstacles might get in the way of achieving the goal?
 - Are there ways you can help achieve the goal?
 - Prioritize Implementation Action Plan steps: What are short-term, intermediate-term and long-term priorities?
- 4:15 p.m. • Process check.
- Next steps.
- 5:00 p.m. *Adjourn.*