

Southgate Water and Sanitation Districts

Strategic Plan Development and Implementation

Kickoff and Pre-Planning Organizational Assessment

Tuesday, October 10, 2017 – Burns & McDonnell Engineers – Centennial, CO

AGENDA

<u>Time</u>	<u>Activity</u>
8:00 AM	Arrival/check in and light breakfast
8:30 AM	Session called to order <ul style="list-style-type: none">▪ Welcome by Board Chairs and District Manager▪ Review of agenda for the session▪ Introductions and expectations
9:00 AM	Overview of Strategic Plan Development and Implementation <ul style="list-style-type: none">▪ Why a “strategic plan” for the Districts?▪ Three-part process to develop and implement
9:30 AM	Introduction to Effective Utility Management (EUM) Framework <ul style="list-style-type: none">• Contemporary framework developed by and for water sector utility professionals
10:00 AM	Break
10:15 AM	Conduct Part 1: Pre-Plan Organizational Assessment <ul style="list-style-type: none">• Top Three Assessment• P-E-S-T Analysis of top issues• Using EUM Attributes to identify strengths and areas to improve
12:15 PM	Lunch
1:00 PM	Discussion of Assessment Findings
3:00 PM	Wrap up and Next Steps <ul style="list-style-type: none">• Summary of trends – strengths, areas to improve, priorities• Preview of Part 1 Summary Report and preparation for Part 2
3:30 PM	Adjourn to pre-Board meeting recess
4:00 PM	Board Meetings