



Memorandum

To: Lee's Summit 360° Stakeholders
From: Derek Okubo, National Civic League
Re: December 9 meeting, January 6 meeting
Date: December 10, 2008

Great work at our meeting last night. I was impressed with the progress you made and how team members worked with one another to complete your work.

Every group either completed or came close to completing their mini-visions and started your assessments. As you recognized, you may have to meet before the meeting to get to the point of presenting your work to date. At our meeting on January 6, each KPA team will report out for feedback and consensus on their direction. The focus of the reports will focus on the mini-vision drafts and the findings that emerging from their assessments. These findings will likely evolve into the subsequent goals and strategies that will be the next steps that each KPA will target.

The report outs serve multiple purposes. The reports:

- Allow each person to participate in other KPAs by providing their own input and feedback on the work being completed;
- Help us to identify areas of overlap and to agree on ways to address it as we create one strategic plan;
- Prevent special interests from dominating the direction the planning is going because the entire stakeholder group must agree on the plans being developed;
- Provide an avenue for buy-in with the final plan.

A few points about your assessments: 1) Identify the information resources that will help you make good decisions. These resources may be data and people who you may ask to come in and speak to your group. 2) Recognize that you will never have enough information. Avoid getting into paralysis by analysis in seeing that there will come a point where you have to make decisions and keep moving forward.

As you go through your assessment, identify the various issues that are emerging in your KPA. Some issues will be obvious; others might be subtler in nature. What we are looking for on January 6 are these types of findings. Eventually the most impactful issue areas will become your goals and you will develop strategies to tackle them.

KPA Chairs, remember to have your slides into Trisha by close of business January 5 so she has time to make handouts of your slides.

In the meantime, have a wonderful and safe holiday season!! See you January 6!