

Outline for RTOC – Strategic Plan Session

REGION 9 STRATEGIC PLANNING STEPS –

The sub-regional meetings will set priority goals and discuss what will need to be addressed and how those items will be addressed. The meetings will also assign willing participants to conduct the follow on to the meetings – send out notes and determine agreed on next steps.

Our efforts will set out to follow five strategic planning steps as follows:

- 1-Goal Setting
- 2-Analysis
- 3-Strategy Formation
- 4-Strategy Implementation
- 5-Strategy Monitoring

Step 3 – Strategy Formation and Step 4 – Strategy Implementation can be combined in next steps follow up meetings involving Sub-Regional Participation on group calls and Planning forums.

Strategy Monitoring – Step 5 – will necessitate long-term and ongoing attention.

Additional actions will be incorporated as participants develop activities and determine appropriate levels of performance.

The point is to look at shared interests, sovereign authority. Everyone should be able to share their thoughts on the strategic plan.

Activity:

This event will take place in the Ballroom and two breakout rooms. At 8:45am, after Lisa Gover explains the activity and how the Tribes were split up, we will ask participants to join one of the three rooms. Tribal participants will gather according to the state they are included in by their geographical area listed in the Strategic Plan. For our virtual participants, virtual TEAMS meeting rooms have been created. Please exist this virtual space and enter one of the three listed in the agenda.

Tribal participants will join either the Arizona, California or Nevada breakout rooms. There will be big pieces of paper where the topics of interest for each geographical region are printed on and will be hung on the walls of each room. EPA staff's role is to provide more of a support/facilitate role in the physical room and in the virtual room by monitoring the chat and writing down any additional topics to place on the large pieces of paper.

Break out in each geographic area (this is how each area is divided in the draft Strategic Plan)

- Nevada
 - o Northern
 - o Southern
- California
 - o Northern and Coastal
 - o Central and Eastern
 - o Southern / San Diego County
- Arizona
 - o Northern and Eastern
 - o Western
 - o Southern

8:50 am – 10:40 am Part One

Each group shall:

- o Review the potential topics (priority) as listed in the Draft Strategic Plan document. There will be large pieces of paper where each will contain the priorities included in the strategic plan.
- o Add to the list if a priority is not listed. For those in the virtual realm, there will be two facilitators in the room (one to begin the activity and another monitoring the chat). Virtual participants to add their priorities to the chat and the monitor will write the priority and give to the other facilitator to add to the large paper priority.
- o Analyze each priority, breakdown further (if necessary). Can be done with different sticky note colors to clump together those that fall under the same theme (e.g., water related = blue sticky note, wildfire related = red sticky note, etc)

In each room, there will be large pieces of paper with the printed priorities listed in the Draft Strategic Plan. There will also be blank pieces of paper in case new priorities emerge during this activity. Leads for each room shall collect and facilitate the taking and placing of the topics/priorities. Participants can indicate if the priority they are sharing is seen as something where immediate action can take place or more of a long-term priority. As time goes on, there should be agreement in what topics hold more priority than others, but not leave any topic/issue forgotten.

Suggested time:

8:50-9:20a = 30mins for writing down any and all priorities

9:20-9:50a = 30mins for refining each priority

9:50a-10:20a = 30mins to list priority in order

*Suggested times for each portion, factored in a bit of a buffer for each.

Each group to select a Representative to present their priorities for the next portion of this activity.

10:40pm Break: During the break leads can see if any can be consolidated and see if any themes arise. At the same time, the Ballroom will be broken back up to allow everyone to gather again in one room after the break.

10:50 am- 12:00 Part Two

All three groups come together in the ballroom. Selected representative to present their group's priorities. As people are sharing, we are noting down if there are any similarities in the priorities and frequency. Noting down frequency since that can indicate a sense of urgency and/or higher up on the priority scale. This may extend into lunch, but that can be the buffer as all priorities are gathered.

1:30 pm – 2:00 pm Part Three (next steps)

Discuss next steps

- Timeframe for Lorinda & Marisol (gather notes/post-its and digitize)
- We will be tapping into RTOC Reps to share the digitized notes (priorities) so that Tribes in the geographical area can vote on the order of priorities. Reps will be asked to send out and collect the votes on the priorities from Tribes in their geographical area with in two weeks of this RTOC ending. We will develop the format and have the responses come back to the RTOC planning team. This information is crucial for the RTOC planning team to continue developing the Plan.
- Timeframe for the draft plan to be updated and shared with the RTOC - Lisa Gover
- Voting on the plan at Spring Meeting.
 - o Mentimeter to help vote
- Identify implementation (workgroups, etc.)
- Identify which priorities can be addressed immediately (today) and which are more long term. Possibly attaching years?

Supplies needed (Lorinda will get these):

- Post It Notes (10 colors)
- Markers
- Priorities from each geographic area to be printed (25 x 30 or larger)
- Lorinda to make sure there are easels / easel pads at venue