



STRATEGIC ACTION PLANNING GROUP ON AGING AGENDA			
Date:	December 10, 2018		
Time	Activity	Who	Handouts Materials
12:00 PM	SAPGA Business Meeting		
STRATEGIC PLANNING SESSION			
12:15 PM	<p>Welcome and purpose of the day</p> <p><i>Key points to cover:</i></p> <ul style="list-style-type: none"> —Thanking people for time and interest —What we won't talk about today: Lifelong Colorado; there will be a meeting in January —Need to focus--consider: How and when can we have the most impact within our statutory role and the resources we have? 	Karen	
12:20 PM	<p>Agenda review</p> <p>Desired outcomes for today, plan for January session, how we will work together (in small groups and world café style, report out and identify convergence) and agreements for the session</p> <p>Agreements:</p> <ul style="list-style-type: none"> Focus on strengths Wear your "SAPGA hat" Take turns Use the "garden" (seed ideas for future conversation) Have fun! 	Janine	



12:25 PM	<p>Introductions—why our work matters</p> <p>Name and mention either: —A SAPGA accomplishment you are especially proud of, OR —Why you are excited to have joined the SAPGA</p>	All (less than 1 minute each)	Recap of successes laid out in a visual way (flip chart or large post-its)
12:40 PM	<p>Role of SAPGA</p> <p>Statutory as guardrails</p>	Karen present; Janine moderate any question and answer	Summary of statutory guardrails as a handout--(3 pages from statute will be sent out ahead of time)
12:50 PM	<p>Setting Criteria for Selecting 2019 Focus Areas</p> <p>STRATEGY SCREEN: Setting criteria for deciding</p> <ul style="list-style-type: none"> --Review possible sample strategy screen with criteria --In small groups, add to I delete --Each group reports out --Identify convergence and use as working document 	Janine	<p>Sample strategy screen</p> <p>Sticky screen and cut paper</p> <p>Flip chart to rewrite convergence</p>
1:15 PM	BREAK		



1:25 PM	<p>Establishing 2019 Priority Focus Areas</p> <ul style="list-style-type: none"> —Survey result themes (high level) placed on flip chart paper around the room for each category —Participants circulate World Cafe style from subject to subject area, adding to ideas, and rating and prioritizing according to criteria established in prior exercise —Each group reports out, and we note consensus —If no consensus, dot vote (least desirable) 		Pre-populated flip charts
2:55 PM	Thank you and next steps	Karen and Janine	
3:00 PM	ADJOURN		