

Vermont Enterprise GIS Task Force (EGT)

**VERMONT'S ENTERPRISE GIS INITIATIVE**  
**MEETING**  
**MINUTES**

**Strategic Planning Workshop 4**  
 1/7/2008 12:00 – 4 pm  
 Cyprian Training Center

**EGT Participants Present**

- PJ Telep, Lin Neifert, Melissa Prindiville, Dana Dean, Steve Sharp, Peter Young, John Hanning, David Broztman

**EGT Participants Absent**

- Everyone Else

**Guests:**

- Glen Gross & Lisa Bedinger, Facilitators

**Documents Distributed:**

1. Meeting Agenda
2. Functions Matrix – version 1

<b>DECISIONS MADE</b>	
Agenda Topic	Discussion
Tape-recording the workshop, Greeting, and Introductions	
Review of SP Process and Agenda	
Matrix Completion & Preliminary Discussion	
Discussion Introduction & Review of Decision Making Agreements	
Decisions on Matrix Columns A & B and C & D started	<ul style="list-style-type: none"> <li>▪ See attached revised Functions Matrix – version 2.</li> </ul>
Closing & Homework	<ul style="list-style-type: none"> <li>▪ See below.</li> </ul>
<b>Next Meeting</b>	<ul style="list-style-type: none"> <li>▪ February 4 from 12 – 4pm at the Cyprian Training Center.</li> <li>▪ Lunch will be provided.</li> </ul>

<b>HOMEWORK</b>					
<b>Item</b>	<b>Action Item</b>	<b>Assignee</b>	<b>Target Due Date</b>	<b>Priority</b>	<b>Comments</b>
1.	Add your thoughts for columns C & D on the attached Functions Matrix.	All EGT Members	Bring to next workshop  (or email to Glen or Lisa prior to the next workshop if you can't be there)	Very High	See attached Functions Matrix – version 2.
2.	Start thinking about who you think should be an external, stakeholder reviewer.	All EGT Members	Same as above	High	
3.	Jot down your initial ideas about how to market the Strategic Plan to assure it becomes a dynamic document & doesn't end up on the shelf	All EGT Members	Same as above	High	