

Vermont Enterprise GIS Task Force (EGT)

VERMONT'S ENTERPRISE GIS INITIATIVE
MEETING
MINUTES

Strategic Planning Workshop 6
 3/24/2008 12:00 – 4 pm
 National Life Building

EGT Participants Present

- Jeremy McMullin, PJ Telep, Dana Dean, Steve Sharp, Rick Scott, John Hanning, David Broztman, Lin Neifert, Pete Young, Bob Bower

EGT Participants Absent

- Everyone Else

Guests:

- Glen Gross & Lisa Bedinger, Facilitators

Documents Distributed:

1. Meeting Agenda
2. Proposed Stakeholders to Review Draft Plan
3. SP Updated Timeline
4. Strategic Plan – Compiled Version 1d

DECISIONS MADE	
Agenda Topic	Discussion
Tape-recording the workshop, Greeting, and Introductions	
Review of SP Timeline & Today's Agenda	
Review Feedback & Make Decisions	See attached SP Version 2a.
Stakeholder Identification	See attached Stakeholders to Review Draft Plan.
Visuals & Stories	
Logistics & Homework for Workshop 7	See below & refer to Timeline.
Next Meeting	<ul style="list-style-type: none"> ▪ May 5 from 12 – 4pm at the National Life Building in the Calvin Coolidge Room. Lunch will be provided.

HOMEWORK					
Item	Action Item	Assignee	Target Due Date	Priority	Comments
1.	Personally invite/give a heads up to stakeholders to review the draft SP.	Some EGT Participants	By March 28	Very High	See "Stakeholders to Review Draft Plan" for who is inviting whom.
2.	Distribute any draft plans you're responsible for delivering to stakeholders.	Same people as above	By April 4	High	Steve will get the draft to these designated EGT folks.
3.	Follow up with stakeholders as needed regarding receiving their feedback.	Same people as above	By April 21	Very High	Coordinate with David & Steve on this.
4.	Visuals & Examples: <ul style="list-style-type: none"> • Ice Jam visual & a couple of paragraphs • Organizational chart & division of labor • Continuity of operations & emergency preparedness 	Lin & John	By April 2 OR By April 18		By April 2 will allow inclusion in the draft to go to stakeholders.
		PJ & Steve	"		By April 18 will allow inclusion in the draft to be considered on May 5.
		Dana & David	"		