

**10 Year Statewide Strategic Plan
Innovation Subcommittee Kick-off Meeting
February 4th from 2P – 4P
Via Zoom Meeting**

Meeting Objectives:

- **Prioritize/sequence the projects in our strategy area**
- **Determine if anyone else should be invited to join our work group at this stage**
- **Determine next steps for the group and find a time to meet on a monthly basis moving forward**

AGENDA

1. Review the ERC Recommendations against the 10-Year Plan for our strategy area (15 minutes)

- Refer to the **10 vs ERC tab** of the enclosed spreadsheet for our work group
- The **Matrix tab** shows each ERC recommendation for our strategy area mapped along a matrix indicating whether the recommendation:
 - Adds little detail, significant detail, or a unique topic/angle compared to the 10-year plan
 - Requires Governor's/State Agency's Action, Appropriation/Statutory Change, or Public-Private Partnership

2. Determine how our group will prioritize the projects* in our strategy area (45 minutes)

- Questions to consider for each project/priority:
 - Who will lead the implementation – an individual, a subset of the work group, or the group as a whole? Are there pieces that should be implemented fully outside the work group structure?
 - What is the projected timeframe the project will take to accomplish?
 - What are the next steps for implementation of the project?
 - What is the deadline to accomplish these next steps?
 - Are there any outstanding questions we need answered before we can start on implementation?

3. Determine if anyone else should be invited to join the work group (15 minutes)

- In light of the priorities we have established, determine if anyone else should be invited to join the work group at this stage. Consider that individuals can roll in and roll out of the work group as projects of relevance to them are completed.

4. Consensus on Work Group Next Steps (15 minutes)

- Do we need any questions answered/additional resources before we can start on the “next steps” established in our project prioritization?
- Schedule a monthly work group meeting moving forward. Are additional check-ins needed?

Note on language: The Strategies are broken out by Actions, which can be broken down into distinct projects. The projects will reflect ERC guidance as well as description of Actions from the Plan itself.