

Enable Core Team Strategy Session #3

Minutes

Team:	Core Team	Note Taker:	Sara Wall-Bollinger
Date:	September 13, 2011	Facilitator:	Penny Ciaburri
Time:	1:00-3:00	Location:	Enable
Excused:	Earleen Foulk, Art Van Gelder, Phil Grajko	Present:	Marvin Reed, Sue Schultz, Doreen Nelipowitz, Joe Gross, Mike Wolfson, Mary DiBiase, Prudence York, Carol Tytler, Sara Wall-Bollinger, Penny Ciaburri

Item	Discussion/Notes
<p>1. Welcome Back</p> <ul style="list-style-type: none"> • Updates • News and Sharing 	<p>Penny made opening remarks. Not all Task Teams were represented on the Webinar 9/8/11. Penny encouraged Facilitators to call her with any questions.</p>
<p>2. Critical Issues Audit</p> <p>We will go through all of our Critical Issues and consider the following:</p> <p>*Have we collected data, best practices and research to answer these?</p> <p>*Are there any Critical Issues that should be sent to another Task Team?</p> <p>*Is there any duplication or situations where Task Teams should be meeting together?</p> <p>*Will there be any Critical Issues that will stay “on hold” and the Task Team will not be responding to when the Plan is submitted?</p>	<p>Critical Issues are <u>questions</u>. The Strategic Plan will outline how to find the answers. The meeting recessed briefly. Most Task Teams brought a copy of their “Section A” which includes their “SWOT Analysis” and “Our Critical Issues”. These are available on the Blog for each Task Team.</p> <p><u>Autism Spectrum</u>: Priority is “evidence-based” strategies. The Task Team is focusing on services for children and youth birth to young adult. Discussion: Support for strategies officially recognized by payers (DOH/SED)</p> <p><u>Senior Services</u>: Three sub-groups =</p> <ul style="list-style-type: none"> • People with developmental disabilities who are aging • People who have acquired disabilities as they age • Seniors who are not yet experiencing disabilities <p>Discussion: How does this fit with Enable mission? Core Team consensus is to focus on the first two groups. The third group may participate to provide inclusion, but should not be the primary focus.</p> <p><u>Financial Analysis</u>: 2012 is projected to have a cash deficit of about \$575,000 due to prior year paybacks to NYS. Several programs will need to be cut, reduced, relocated or changed. Discussion: Plans of this Task Team and the Senior Services Task Team are incongruent – Enable needs to choose a path.</p> <p><u>PR, Brand, Marketing, FR</u>: Initial focus has been on “brand” – what is our message to donors and the community? An e-mail survey was done. Discussion: Identify possible “patrons” who will fund promotions.</p> <p><u>High Performance Culture</u>: Task Team is planning a survey of employees to accommodate various communication styles. A “Community Café” will be arranged later to discuss the results of the surveys. Discussion: The survey and the Community Café are designed to increase employee engagement.</p>

	<p><u>Future Funding:</u> What are the funding changes coming and what should Enable be doing to prepare? Discussion: This is an on-going process – Enable needs mechanisms and contacts to be analyzing the impact and opportunities of new funding always.</p>
<p>3. Task Team: Report Out Strategic Intent Each Task Team will share their Strategic Intent. The Core Team will examine as a composite. (For those that have Initiatives, we will also review.)</p>	<p>SMART Goals = specific, measureable, achievement-oriented, results-written, time-connected The Strategic Intent is an “umbrella” goal with one to five “initiatives” under it. Each initiative has at least one “project” and the projects each have “action steps” for implementation.</p> <p><u>Future Funding:</u> This Task Team had not yet developed strategic intents for consideration. Penny helped the Core Team brainstorm a strategic intent for Future Funding: By 2014 Enable will match or exceed funding for the OPWDD-funded services we provide in 2011 using the new funding methodology (1115 waiver).</p> <p><u>Senior Services:</u> By 2014 Enable will serve a proportion of people 65 years of age and older that matches the population of Onondaga County (currently 14.1%). Note: Enable currently serves 10.6% 65+.</p> <p><u>Autism Spectrum:</u> This Task Team has not yet developed strategic intents for consideration. They are consulting with Subject Matter Experts.</p> <p><u>Financial Analysis:</u> By 2014 Enable will have paid off prior year debt and will generate an operating surplus.</p> <p><u>High Performance Culture:</u> By 2014 xx% of employees will Agree/Strongly Agree that Enable is a great place to work on annual survey. By 2014 xx% of participants will Agree/Strongly Agree that Enable provides high quality services on annual survey.</p> <p><u>PR, Brand, Marketing, FR:</u> By 2014, gross fund raising results will equal 3% of agency budget (Bonadio recommendation). By December 2014, xx% of expanded managers and board members will agree on the annual survey that they have the training, tools and materials necessary to serve as Agency ambassadors and will promote our brand image to the greater community. By December 2014 xx% of the general public surveyed will identify/match key brand messages Enable has promoted.</p>
<p>4. Other Discussion Items *Format of Plan</p>	<p>We did not have time to discuss this topic. It will move to the agenda for October.</p>
<p>5. Closure</p> <ul style="list-style-type: none"> • Next Session • Action Items • Process Check 	<p>Each Task Team will report out to leadership staff at Expanded Management on 9/27. By this date all Task Teams should have finished their Section A and begun work on their Section B. The goal is to report to Expanded Management as many Strategic Intents as possible.</p> <p>Next Core Team: October 20, 2011; 8:30 – 10:30am</p>