

Leadership Team Minutes
April 27, 2016
Human Services Building

Present: Adam Brown, Richard Thoune, Jeff Hovarter, Ruth Scott, Marce Wandell, Dave Welihan, Joni Johnson, Sara Hodits, Jeremy Burns, Ric Scheele, Don Bustamante, Richard Martonchik, Kent Maurer, Robert Griffis, Mike Overton.

Guests: None

Facilitator: Adam Brown
Recorder: Richard Thoune
Engagement Exercise: Jeff Hovarter

Meeting notes prepared by Dave Welihan shared with the team. No official minutes.

Mike and Adam provided an update on the budget, 911 surcharge, fellowship opportunities with two students (Thailand, Indonesia), compensation study, and Assistant County Administrator position posting.

Engagement Exercise. Jeff Hovarter shared two videos with us. One on When Geese Fly and What Great Leaders Actually Do, by Brendan Bruchard. His you tube video was on the 6 E's, Practices of Leadership.

1. Envision. The world tomorrow, what should it look like, there can be no shared purpose without vision.
2. Enlist – Other people's dreams, desires. People support what they create.
3. Embody – Their message. Walking the talk, integrity, matching behavior to what we are asking for.
4. Empower – People with decision making authority as they march with us. Equip teams to kick some butt.
5. Evaluate – Key people with us, contributions, skills, ethics, progressing. Honest, direct, immediate feedback. Pay attention.
6. Encourage – Be the champion, cheerleader, inspire, motivate. Practice Servant Leadership.

Role and Relationship of this Team to the HPO Process. We are more about promoting HPO versus being a decision making function. We need to focus on the 5 leadership functions of HPO. What are our gaps? If this is our function, how do we nest the 7 diagnostic questions within the HPO leadership functions? The team is a deploying HPO group versus an executive team.

Adam walked us through an exercise to nest the 7 diagnostic questions under the 5 HPO leadership functions.

Strategic Stakeholder Value Analysis

- Who are our customers? What do they value? Who are our competitors? What is happening in the larger environment that might be affecting us? What do we have in place?
 - Citizen Survey; Climate Survey; Board Agenda Template.
 - Get department's using instruments of measurement, teach them how to use data more, and turn it into action.

Vision/Values Connected to Strategy, Structure and Systems

- Vision Statements
- Value Statements
- QICTEA – not operationalized into behavioral statements. What does operationalizing it look like? How we hold each other accountable to the vision and values. Performance evaluation is variably implemented at levels of success – received 10 ● votes. Key Business Units are not implemented.

Supra-systems Integration/Stewardship

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- Where is CPI? Also applicable to Learning, Thinking, Changing, Renewing and Enabling, Empowering and Energizing
- Nomination form under development via IWET for meeting the QICTEA values.
- Implementation of CPI is variable across the departments. Need to focus on supporting departments that have embraced and are working to operationalize CPI and HPO.
- Gluing the parts of the organization together to accomplish the vision.
- Move from managing things to leading people within departments. Just turning the crank isn't going to get us to the vision.
- Program prioritization is reshuffling and may not get us to our ultimate goal.
- Committees/Board System/Teams – list those that support what we are doing. Department leadership teams.
- Be stewards of the whole versus stewards of the piece.
- To Do: Performance Management/Integration Piece

Learning, Thinking, Changing, Renewing

- Lift 2.0/Leadership Team
- Staying on the cutting edge.
- HPO & CPI Training
- Online Training
- Self Assessments
- Department specific training and certifications – received one ● vote
- Standards for moving up? – received one ● vote

Enabling, Empowering, Engaging and Energizing

- Political systems discourage it and can't be changed quickly.
- HPO Training
- LIFT 2.0
- HPO leadership review
- Communication Plan Development

The team prioritized performance evaluation system development for action using colored dots.

LIFT 2.0 Update. Richard Martonchik provided an update and reviewed the positive results of the most recent facilitation skills training and planned future training on customer service focus.

Future Meeting Schedule. Remains unchanged. Appointments for everyone's calendar to be sent out.

Employee Recognition – Next Meeting

Managing Together IRS publication regarding employee travel and time to be distributed.

Adjourned 12:00 pm.

Next meeting: May 11, 2016, 08:30 am, Tower Building

Facilitator: Christopher Bolt

Recorder: Joni Johnson

Engagement Exercise: Jeremy Burns

Leadership Lesson: Jeff Hovarter

Agenda Items:

- Continued Review of HPO Leadership Functions/Diagnostic change model and questions
- Performance Evaluation System Development
- Team Charter Review/Revision
- Employee recognition
- Managing Together

Respectfully Submitted: Richard Thoune