PWN Board Strategic Planning Retreat Minutes

October 27, 2016 – 12:00 PM – 5:00 PM

Doubletree Charlottesville

990 Hilton Heights Road

Charlottesville, VA 22901

Business	Present:	Non-Business	Present:
Debbie Desmond		Naomi Aitken	X
Christy Phillips		Richard Sindy	X
Casey Carwile	X	Susan Erno	X
Valerie Reid		Gena Keller	
Elizabeth Walters	X	Jeanne Wesley	X
Janelle Downes	X	Valerie Palamountain	X
Katy Reeves	X	Miles Friedman	X
Karen Gottlieb		Andy Wade	X
Darla Rose		John Baldino	X
Jeff Waite	X	Lorne Seay	
Peter Rice	X	Todd Cook	
Mark Stapleton	X	Ronda Guill	
Randy Soderquist		Ridge Schuyler	X
Steven Ray	X	Joe Martin	
John Boswell		Sherry Millner	
Amanda Moxham			
Wes Mayles	X		
Peter Mocarski	X		

PWN Staff	Present:	Guests	Present:
Helen Cauthen	X	Mary Ann Lawrence	X
Morgan Romeo	X	Sean McCusty	X
Stephanie Boynton	X	Alan Yost	X
Phil Geer	X	Laura Brown	X
Debi Pettry	X	Carl Sachs	X
		Cory Demchak	X
		Clay Stein	X
		Marty Bywaters-Baldwin	X
		Megan Bergen	X
		Steve Snyder	X
		Tommy Miller	X
		Ginger	X
		Caroline Smeltz	X

Welcome & Introductions

Steve Ray welcomed everyone to the meeting and thanked everyone in attendance. Steve went over the proposed agenda for the day and also pointed everyone to the sheets provided at their tables for reference during the retreat.

Consent Agenda

Steve Ray presented the Consent Agenda to the Board. The following items were up for approval:

- June 16, 2016 Meeting Minutes
- PWN Year-to-Date Financials
- CLEO – Board Agreement
- PWN Bylaws
- FY2017 Budget Allocations
- Training Provider Applications

A motion was made by Naomi Aitken to approve the consent agenda. John Baldino seconded the motion. Motion was carried.

Steve introduced Mary Ann Lawrence from PowerNotes, LLC as the facilitator for the retreat and turned the meeting over to her.

Mary Ann Lawrence facilitated the PWN Board, Council, and guests in the strategic planning process. The agenda included the following items:

- Accomplishments
- Overview of New Legislative Information and Focus
    - Board Roles and Responsibilities
    - Sector Partnerships
    - Career Pathways
    - Partner Collaboration
- Mission and Vision Review and Validation
- Resources Provided:
    - Current Performance, Services, Partnering
    - Environmental Scan/Labor Market Information
    - Targeted Population Information
- SWOT Analysis
- Reimagine the Workforce System
- Key Success Indicator Discussions
- Brainstorm Goals
- Prioritize Goals
- Prepare Strategies
- Establish a Performance Management Dashboard
- Next Steps

Steve Ray thanked everyone for attending the meeting and adjourned the group at 5:00 PM.