

# SOCS Strategic Planning

## Strategic Planning Steering Committee Meeting



Date	Meeting Location	Videoconference Location
April 27, 2016 9:30 am – 12:00 pm	Nevada Disability Advocacy and Law Center 1875 Plumas St, Suite 1 Reno, NV 89509	Nevada Disability Advocacy and Law Center 2820 W. Charleston Blvd., Suite 11 Las Vegas, NBV 89102

**Meeting Objective:** Launch the SOCS strategic planning process by:

- Providing an overview of the project, timeline and the Steering Committee’s role in the process.
- Present and gain support for the strategic plan template and research/outreach plan.
- Schedule future meetings and identify the best method to promote ongoing communication.

### AGENDA

Timing	Topic
9:30 – 9:40	Welcome, Roll Call and Introductions ( <i>Gary Olson, Chairperson</i> )
9:40 – 9:45	Public Comment
9:45 – 11:45	SOCS Strategic Plan ( <i>Sarah Boxx / Sarah Yeats Patrick</i> ) <ul style="list-style-type: none"> <li>• Overview of the project, timeline</li> <li>• Review roles/responsibilities and determine group norms/decision making process</li> <li>• Review strategic plan template</li> <li>• Review research and outreach plan, identifying: <ul style="list-style-type: none"> <li>- Reports/statistics available for review</li> <li>- Initial list of key stakeholders to interview</li> <li>- Locations to host town hall meetings</li> <li>- Specific components of consumer survey and method of distribution</li> </ul> </li> <li>• Identify future meeting dates and best method for communication</li> </ul>
11:45 – 11:55	Public Comment
11:55 – 12:00	Meeting Adjournment ( <i>Gary Olson, Chairperson</i> )

April

- Establish Research Approach and Strategic Plan Template
- Kick-off Meeting (#1) - April 27, 2016

May

- Schedule Key Informant Interviews and Town Hall Meetings
- Issue Statewide Survey

June

- Complete Key Informant Interviews and Focus Groups
- Analyze Data from Statewide Survey
- Complete Situational Analysis

July

- Meeting (#2)
  - Review results of situational analysis
  - Identify critical issues facing Nevada

August

- Meeting (#3)
  - Develop goals, objectives and strategies for strategic plan.

September

- Meeting (#4)
  - Develop timelines, benchmarks, process for reviewing plan
- Complete all Components of Strategic Plan

October

- Meeting (#5)
  - Review complete Strategic Plan, making final adjustments
- Meeting (#6) - Via teleconference
  - Approve Strategic Plan document
- Provide final approved strategic plan document to ADSD