

Meeting Agenda – January 20th, 2009

LOCATION

Oregon Department of
Administration (DAS)
155 Cottage Street NE
Salem OR 97301

BAM Conference Room
(5th floor)

Inquires should be directed
to:

Rick Gardner

503-378-3117
503-373-7643 (Fax)
rick.l.gardner@state.or.us

9:30 AM—4:30 PM (working lunch provided)

1. Greetings - Call to order [5 min.] (Chair)
2. Introduction of Committee Member Jim Adams [15 min.]
3. Approval of minutes from previous meeting [20 min.]
– **Action required**
4. Update on Audit process [30 min.] (Dawn Farr)
5. Carried Over: Current System Overview [45 min.] (Rick and Dawn):
 - *Cover materials distributed last time; key content provided to system brief and training to IJWM; other comments and observations from statewide process stewards perspective.*
 - Oregon Progress Board History [30 min.] (Rita Conrad) - *Provide context to current system; history of OPB role with Benchmarks and KPMs.*
6. Committee Member Profile [30 min.] (Elizabeth Harchenko): *In each of the Committee meetings for the next few months, individual Committee members will be invited to present before the group on their experiences, insights, involvement and objectives related to organizational quality improvement.*
7. Discussion about future orientation topics [25 min.] (Facilitated Rick and Dawn): *Brainstorm potential presenters and target individuals/entities for next 2-3 meetings.*

THE COMMITTEE ON PERFORMANCE EXCELLENCE

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8. Committee Vision, Role and Scope [140 min.] (Chair)

- Short Term: Is there a product the Committee might produce quickly?
- A Framework: Does the Committee want to identify a working structure for performance management and continuous improvement (such as the Baldrige Criteria, Deming, Q7, Lean, best practices, or some other model used by other states, etc.)?
- Recognition and reinforcement: Are there opportunities to acknowledge and publicize positives?
- Communications: What structure should be used to communicate formally with Governor's office, legislature, unions and the public?
- Long-Term: What products might the Committee pursue in the future?
- Education and Training: If training were provided where should it be focused and targeted?

1. Others?

9. Meeting Wrap-up – clarify next steps [time 20 min.] (facilitated Rick)