

Public Service and Trust Commission  
Committee on Collaboration

Organizational Meeting  
January 22, 2008  
2:00 PM

- I. Welcome and Overview
- II. Review of Material
  - A. How information was obtained
  - B. How information was analyzed and organized
  - C. What material the committee is receiving
- III. Overview of Committee Tasks
  - A. Develop Outcome Goal
  - B. Develop Strategies
  - C. Develop Activities
- IV. Mini-training Session on Outcome Goal, Strategies and Activities
  - A. Characteristics of an Outcome Goal
    - 1. What is it meant to accomplish?
    - 2. Why is it necessary?
    - 3. How will it be measured?
  - B. Characteristics of Strategies
    - 1. What are they meant to accomplish?
    - 2. Why are they necessary? (impacts)
    - 3. How will they be measured?
  - C. Characteristics of Activities
    - 1. What are they meant to accomplish?
    - 2. Why are they necessary?
    - 3. How will they be measured?
- V. Tasks for Next Meeting
  - A. Review the committee charge
  - B. Review the bullets and supporting materials
  - C. Charge: To create a general outcome based on bulleted items
- VI. Establish Meeting Schedule and Timeline