Wisconsin Young Forest Partnership Workgroup Planning Meeting
3/18/2015
9 a.m. to noon

Meeting called by: Callie Bertsch
Attendees: Callie Bertsch, Jeremy Holtz, Curt Rollman, Dan Eklund
Please read: Peer-to-peer learning program information at http://masswoods.net/woods-forum
Please bring: notebooks, writing instruments, calendars/schedules, fresh ideas and positive attitudes

Updates from those in attendance
What have we been up to?
Challenges or issues impeding progress
Successes, new opportunities or fresh ideas for future work

Progress report
Accomplishments based on last meeting’s set goals and objectives
Lessons learned, feedback loop

Revisit current Goals and Objectives
Were goals and objectives well defined?
Were goals and objectives reasonable and attainable?
Do goals and objectives still apply?
Approve, adjust, or develop short term and long term goals and objectives as appropriate.

Work Planning
Develop work plans based on established goals and objectives (typically a one month plan)
Assignments and associated deadlines for those involved
Determine what additional resources, if any, are necessary for Coordinator to succeed at planned work

Wrap Up
Based on goals, objectives, and work plans, schedule next meeting if appropriate (typically no sooner than one month out). Otherwise, Callie will contact workgroup for purposes of scheduling the next meeting when appropriate.

Additional Information:
This meeting is one week prior to the scheduled Steering Committee meeting, so we may spend some time discussing that meeting’s agenda items for planning or reporting purposes.
This will be Curt Rollman’s first meeting with us, so expect we will spend some time providing background and context as part of our discussion.