

# agenda

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.