



Strategic Planning
Board Meeting
January 20, 2022



Agenda

- Call to Order and Roll Call
- Pledge of Allegiance
- Approval of Agenda
- Oath of Office
- Communications from Citizens
- Regular Agenda Items
- Any Other Matters
- Adjournment

AGENDA

PLACE

ON THE AGENDA

NOTES

ACTION ITEMS FOR OTHERS

ACTION ITEMS FOR ME

Regular Agenda

A. Welcome, Introductions, and Opening Comments from the Mayor - Danielle Moore, Mayor

- Thank you for helping to shape the future of the Town
- Big Picture – Where are we now and where do we want to be in five years? What main obstacles lie in our path? How do we remove those obstacles? And how do we measure progress?
- The case for a facilitator - "She/he who facilitates, does not participate."



Regular Agenda

B. Review of Strategic Planning Board Binder Materials - Jay Boodheshwar, Deputy Town Manager

- Compliance Items
- Boards and Commissions Handbook
- Resolution No. 141-2021
- 2003 Strategic Plan and 2012 Update
- Comprehensive Plan
- 1929 Plan of Palm beach



Regular Agenda

C. Review of Roles and Responsibilities -

Jay Boodheshwar, Deputy Town Manager

- Resolution No. 141-2021
- Board Chair
- Board Members
- Town Staff
- Consultant



- **About Trainnovations**

- 27 years serving local government in Florida
- Based in Palm Beach County
- Mission: Helping your city move from Better to Brilliant

- **Meet the Team**

- Trina Pulliam - President
 - Started Trainnovations in 1995 and has extensive experience working with industry and government, serving over 40 organizations
- Melinda Miller – Government Specialist
 - 35 years local government experience in South Florida, with expertise in government administration and information technology
- Myra Quinn - Lead Facilitator and Executive Coach
 - 18 years of experience with Trainnovations, with expertise in communications, customer service, and team-building.

Strategic Planning Process



Regular Agenda

C. Review of Recommended Strategic Planning Process and Timeline - Carolyn Stone, Assistant Town Manager

- Phases of Strategic Planning
- Strategic Planning Process
- Timeline

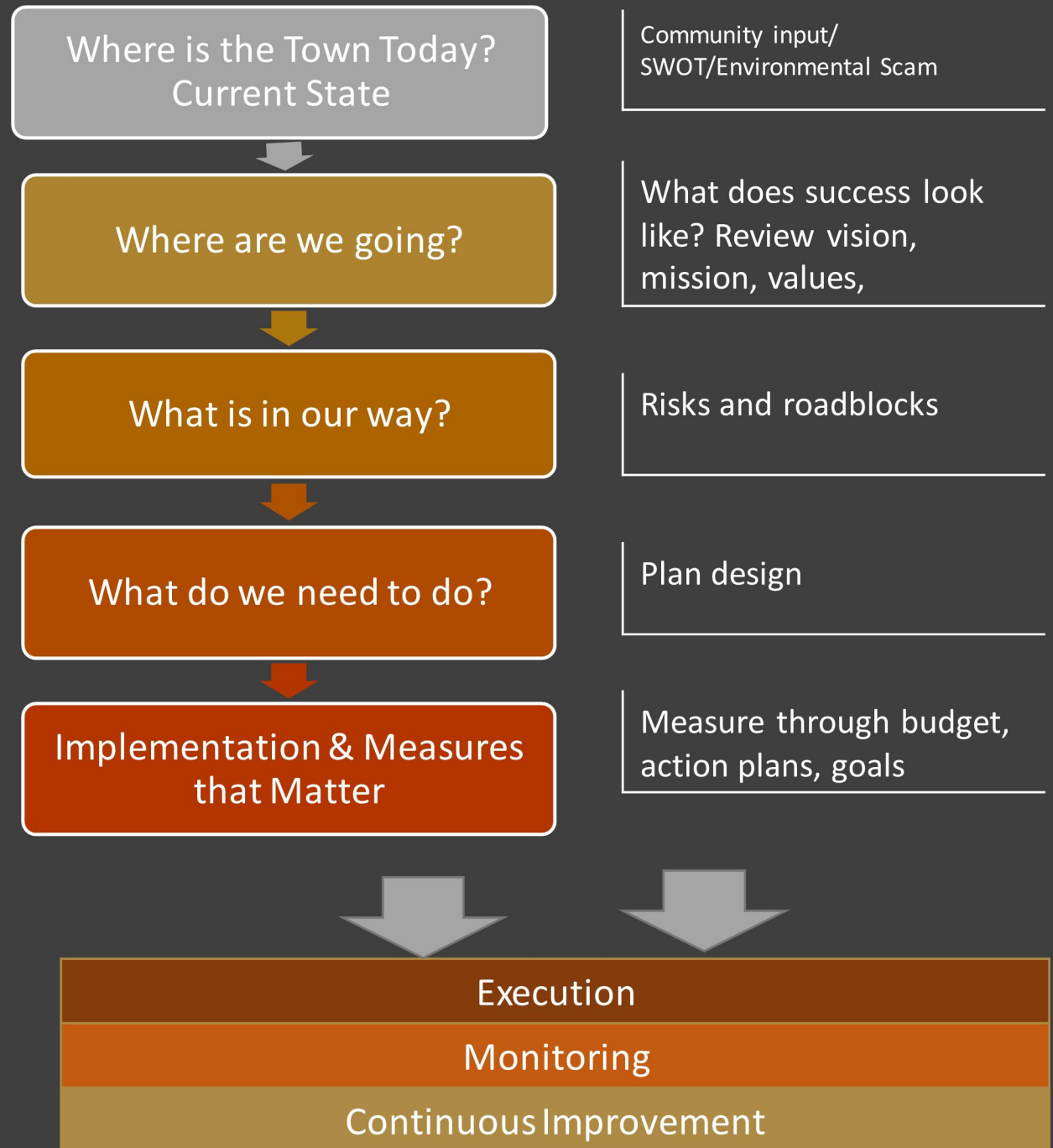


Typical Strategic Planning Cycle

Four Phases of Strategic Planning



Strategic Planning Process 2022 - 2023



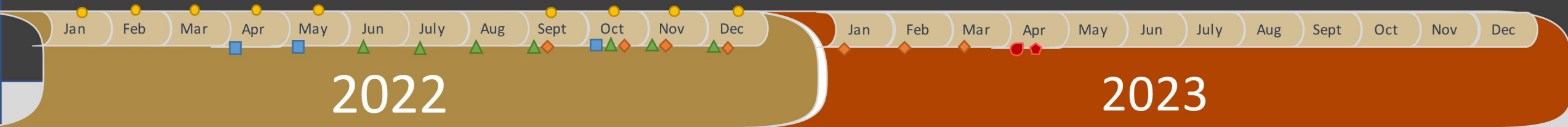
Strategic Planning Timeline 2022 - 2023

• Strategic Planning Board Meetings

Jan 20, Feb 18, March 18, April 21, May 26,
September, 16 October 20, Nov 17, Dec 15

Strategic Planning Board Meetings

TBD



■ Information Gathering

Survey: April
Focus Group: May & October

▲ Research & Analysis

Summer through Fall

◆ Assessment & Feedback

Board: Fall through Winter

● Presentation to Council

April

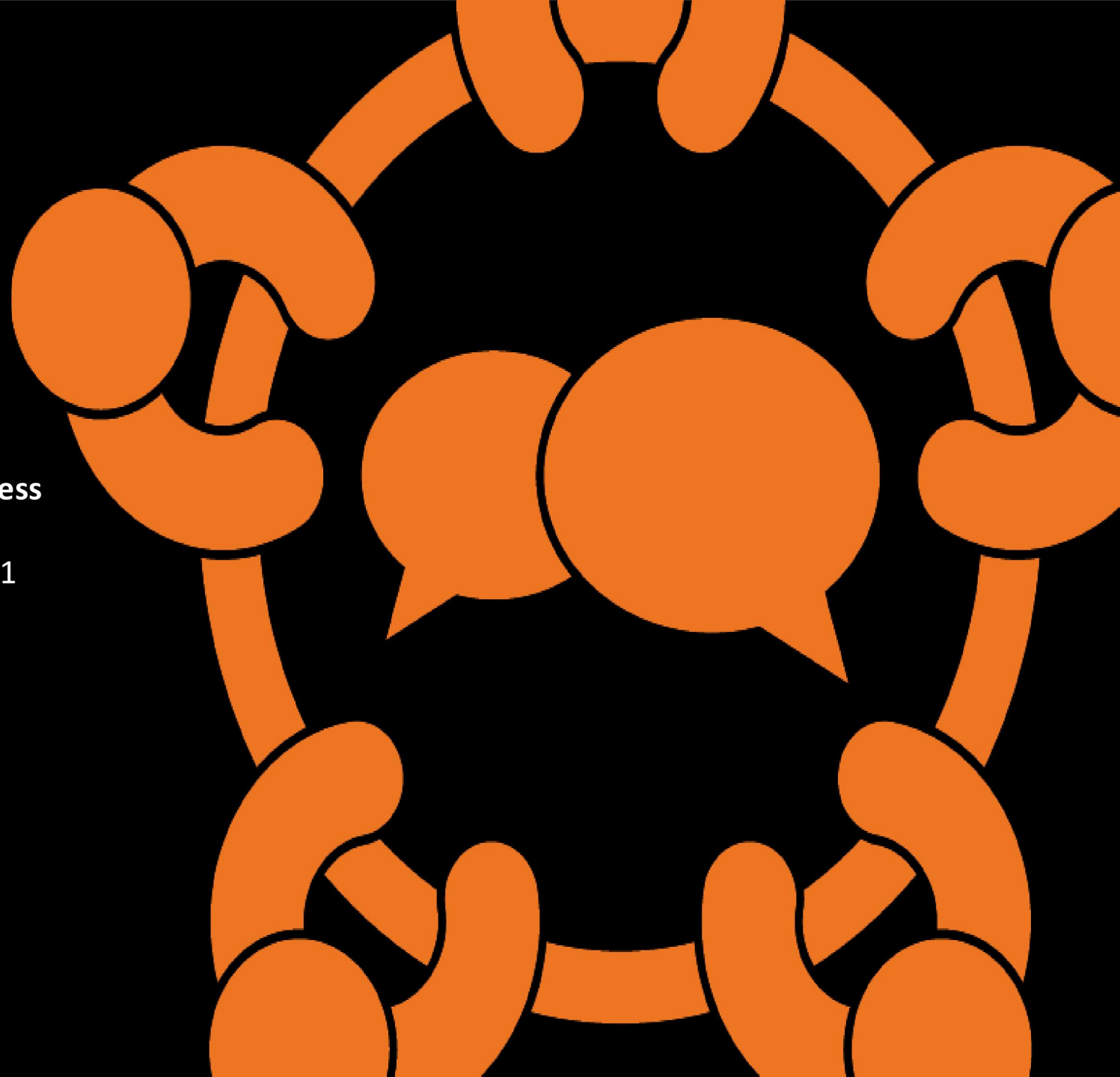
◆ Adoption & Board Dissolution

April

Regular Agenda

E. Roundtable Discussion Regarding Top Concerns/Opportunities of Board Members to address in Strategic Plan – Danielle Moore, Mayor

- Areas of Focus in Resolution No. 141-2021
- Input from Board Members



A wooden gavel with a brass band, resting on a wooden block. The gavel is positioned diagonally, with the head resting on the block. The head of the gavel has a brass band around its middle. The handle is made of wood and extends towards the bottom left. The block it rests on is also made of wood and has a similar fluted design to the head of the gavel. The background is white, and there is a dark grey rectangular area on the left side of the image.

Agenda

- Any Other Matters
- Adjournment