

Executive Board Minutes

For the South Carolina State Government
Improvement Network

Friday, November 6, 2009



Executive Committee Meeting Minutes Friday, November 6, 2009

Members Present:

Anna Berger, Walter Caudle, Judy Lucas, Polly McCutcheon Garry Monjo, Suzie Rast, Nathan Strong, Eric Stuckey, and Mark Wade

Absent: Jocelyn Caldwell

Special Guest: Bill Tomes (USC Institute for Public Service and Policy Research)

Minutes:

Minutes from the October 2, 2009 meeting were approved.

Financial Update:

Our current balance is \$2,797.33. This includes \$70 in membership fees and a payment of \$100 to Eric Stuckey for Webmaster fees.

Special Presentation by Bill Tomes:

Bill briefed the members of the Executive Committee on a leadership development training program that he and Anna Berger are currently developing as a special project under USC's Institute for Public Service and Policy Research. As part of this briefing, Bill also sought ideas and suggestions regarding program content.

The new leadership development program will be geared for senior level managers in state government and will focus on skill building. Examples of primary training topics to be included are: Understanding financial management and budgeting practices; using information technology; understanding leadership styles; how to create and ethical culture; leadership in a changing environment; strategic planning, positioning and direction; work systems and process management; performance management and accountability; and topics on how to lead in a political and regulatory environment. All of these are still in draft form and subject to change. Instructors for the various program elements may be sought from executive leaders who have been successful, the CPM program, and the SCSGIN, as well as others.

In addition to Bill and Anna presenting their outline and thoughts on the leadership program, Executive Committee members also shared their ideas and suggestions for program content and format. The projected start-up of this new program is fall 2010.

Committee Reports:**Education and Events:**

Our last event “New Technologies for Dummies” was held at the State Library on November 5. The event’s focus was to familiarize and provide some basic instructions on several social media and web based tools that participants may find useful in both, their workplace and their personal lives. The following websites and tools were demonstrated: doodle, dimdim, igoogole, sites google, surveymonkey, screenr, and commoncraft. Presenters included: Dene Dupre, Bobby George, Nathan Strong, and Curtis Rogers (host and moderator). Attendance at the event was approximately 45. Approximately 10 – 15 individuals attended via remote sites (courtesy of the State Library’s OPAL system - downlink).

While the overall participant feedback from this event was positive, the feedback survey results were not yet tabulated as of this writing. One area of concern was the communication linkage to the remote sites. It appeared that downlinks past the first internet page shown per website could not be received. Several issue may have caused this including problems with OPAL’s technical capability and agency servers that may have blocked certain portions of the transmission. More information on this is pending.

Website:

Garry reported that a couple of changes/corrections need to be made to the website. They are: add Frank as Ex – Officio member to the “About us” link and the “Quick Link”; change the “2008 Strategic Plan” reference to reflect “2009”, and remove the references to ASQ events on the home page since posted event notifications have expired. **Eric** will post the above mentioned updates as well as the minutes from last month’s meeting. He will also add the handouts from the 5 November training session (to be provided by **Nathan**) and the SCSGIN disclaimer to the home page (disclaimer previously reviewed and approved by the Executive Committee).

Newsletter:

Mark briefed that the next newsletter deadline is November 30, 2009. **Judy** will write a follow-up article on the November 5 event. **Nathan** will write an article on the Job Redesign process. **Suzie** has written and forwarded a follow-up article on the Quality Conference.

Membership:

Nathan will follow up on the participants from our 5 November event and send their email addresses to Eric so that he can invite them to join Facebook (one of the Networks’ primary means of communication).

Old Business:

Review of key measures:

Suzie and Garry mentioned that the only measures for review at this time would be the ones regarding the 5 November event (“Attendance at educational event” and “Satisfaction with each educational or training event”). Results are pending final tabulation.

SCSSGIN Elections:

Due to low number of nominations received, the deadline for nominations was extended to COB, Monday, 9 November. Nominees will be contacted to insure that they are interested in running for the election. **Nathan** will collect the Bios and send out the election ballot. Voting (via SurveyMonkey) will close midnight, Nov. 17.

New Business:

Facebook Demonstration:

Eric provided a demo on how to use Facebook and some of the tools and applications imbedded in this website.

Next Meetings:

Holiday Luncheon, December 4, Walter’s place (300 Senate)
Transitional Meeting, Jan. 8, time and location TBD.