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Sent: Friday, June 01, 2012 10:37 AM

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CC: Moulton, Carolyn; Lewis, Diane; Gaidys, Maureen; Nealy, Diane; Wolffing, Erika; Cassani, Mary; O'Hara, Kathy; Goodell, Deana; Maguire, Jo Ann; Percival, Penny; Camp, Lori

Subject: Important Strategic Planning Retreat and Cabinet Meeting Information

Importance: High

Greetings:

Below is some important information about the upcoming Strategic Planning Retreat.

Due to the Retreat scheduled for June 22nd, **the Cabinet Meeting scheduled for June 11th is cancelled.**

Who is Included: The Strategic Planning Retreat on June 22 is a retreat for the Extended Cabinet. It includes the participants listed below. Please do not extend this invitation beyond this group. We recognize the outstanding contributions of many in your departments, including Deputy Commissioners who put in a lot of work on your plans. You will have an opportunity to include them when we conduct special meetings on each of the priorities later this year.

For the retreat, participants will be:

- Representatives from the Governor's office
- Agency Secretaries and Deputy Secretaries
- Agency Commissioners and Independent Commissioners
- The Director/Chief Officer of:
 - Connect VT
 - Chief Marketing Office
 - Green Mountain Care Board
 - Health Care Reform

Please extend my appreciation to your Deputies and others who have contributed to the strategic planning process so far. I hope to see many of them in the Priority sessions this summer and fall.

Draft Agenda: The following draft agenda gives you an idea of how the day will shape up. There may yet be a few changes, but this is the core. The priority discussions will be brief and fairly high level – just enough to give you a sample of the kind of synergies already in play between agencies, and the kind of gaps we can begin to strategize around.

8:30	Breakfast, informal conversation (please arrive in time for this)
9:00	Conversation with Governor Shumlin
10:00	Break
10:20 – 12:00	Strategic Plan review and conversations, including 20 minute discussion on each of the eight statewide priorities
12:00	Lunch
1:00 – 3:15	Continuation of Strategic Plan priority conversations
3:00	Findings from across the priorities
3:15	Next Steps in Strategic Planning
	<ul style="list-style-type: none">• Upcoming strategy/coordination sessions on each priority• Reporting in the coming year• Creating action plans, involving staff, communication strategies• Year 2 and beyond
4:00	Wrap up
4:15	Complete