

## Tulare Basin Watershed Partnership Network: Kick-off Meeting - Detailed Final v4.4 Zoom Call Agenda (Participant agenda will have far less detail)

### LOGISTICS

<b>Dates/Times</b>	June 26, 2020: 1:00 to 4:00PM
<b>Zoom call info</b>	<p><a href="#">Join Zoom Meeting</a></p> <p>ID: 89902521609</p> <p>Password: 310935</p> <p>Robert's cell: 415-797-2580 for text messages</p>
<b>Resources</b>	<a href="#">Participant Agenda</a> ; <a href="#">Final Deck</a>

### MEETING OVERVIEW

<b>Desired Meeting Outcomes</b>	<p><b>Meeting Purpose:</b> To begin to build relationships and support for this Network initiative, so that we can work together effectively to develop region-wide resilience.</p> <ol style="list-style-type: none"> <li>1. A clear understanding of the challenges and opportunities that inspired the Network</li> <li>2. An understanding of and input on the draft Charter: Purpose, Goal, Scope, Roadmap, Guiding Principles &amp; Governance</li> <li>3. Initial awareness of the interests of participants in the Basin and Network itself</li> <li>4. A set of agreements and action items</li> </ol>
<b>Phone line</b>	Zoom (video preferred; phone if possible); encourage all to join by video, to download & test/dry run, as needed beforehand; sign-in <b>10-15'</b> before the meeting start.
<b>Snacks, Beverages</b>	

### AGENDA

TIME	ACTIVITY/ITEM	NOTES
1:00 / 5'	<p><b>Welcome; Zoom call orientation</b> (<i>ask all to join call by 12:45, sooner if possible</i>)</p> <ul style="list-style-type: none"> <li>- Greetings as people join the call (informal)</li> <li>- 'Welcome to the Kick-off meeting for the TBWPN', appreciative to have you all here and feeling the need to join forces to help build a resilient future we are now facing (Carole)</li> </ul>	<p><b>Design Team, Robert</b></p> <p><b>Suzannah</b></p>

	<ul style="list-style-type: none"> <li>- Tech check: videos working, ID phone #'s, brief orientation (w/2-3 slides)</li> </ul>	
1:05 / 15'	<p><b>Participant intros: Design Team</b></p> <ul style="list-style-type: none"> <li>- Name, organization, what are you most interested in or hopeful regarding this opportunity to collaborate (only ~ 20 seconds @; roster on slide)</li> <li>- Design Team (Safeeq &amp; Jeff) goes first and models the behavior; "ditto" is good; add notes in the chat (20')</li> </ul>	<p><b>Robert</b> Safeeq &amp; Jeff</p>
1:20 / 5'	<p><b>Meeting Overview:</b></p> <ul style="list-style-type: none"> <li>- Roles: Design Team ("stewards"), facilitator, tech manager, note takers</li> <li>- Purpose, Outcomes, agenda (slides)</li> <li>- Meeting guidelines (slide)</li> </ul>	<p><b>Robert</b></p>
1:25 / 10'	<p><b>Why We Are Here:</b></p> <ul style="list-style-type: none"> <li>- <i>Matt</i>: Why we're here, the importance of this collaborative effort now; <b>the problems and crises we are facing</b>; a choice to lean in and work together - <i>we need each other to address the complex problems facing us; concern for the whole system</i></li> <li>- <i>Carole</i>: share briefly about the history and how we got to this point; build our capacity for resilience; <i>shift from 'cooperation' &amp; developing a shared understanding, to coordination and collaboration (3')</i></li> <li>- <i>Matt</i>: How this network is different from prior versions and others (i.e., shift from cooperation and sharing of perspectives &amp; info to that same work + coordination and collaboration; <b>benefits of this network</b> (slide)</li> <li>- <i>Matt</i>: The Design Team has been developing a draft Charter for the Network to provide the outlines for our work, its Purpose, focus, and clarifying terminology; as an initial proposal saves time for all, yet really want your input to shape it and make it 'ours collectively'</li> <li>- Current TWBP Board President (<i>Rob Hansen</i>): welcomes all and expresses that all participating have an opportunity to shape this new entity to have a large-scale impact</li> </ul>	
<p><b>2:15 (40')</b> 1:35/ 55'</p>	<p><b>The TBWP Network Charter</b></p> <ul style="list-style-type: none"> <li>- <b>Overview of section &amp; instructions</b> (slide) (1')</li> <li>- <b>Overview of the charter</b> (5') (<i>Matt</i>) (summary slide) <ul style="list-style-type: none"> <li>- We did strategic thinking for this network in between the 1st quarter &amp; now: where we are, where we might go, and how we can get there</li> </ul> </li> <li>- <b>Purpose Statement, One-liner</b> (2 slides) <ul style="list-style-type: none"> <li>- <b>Review and explain</b> why we have them (<i>Matt</i>) (3') <ul style="list-style-type: none"> <li>- Resilience; A Critical shift (slide) (<i>Safeeq</i>) (3')</li> <li>- address any clarifying Q's (<i>verbal, chat</i>)</li> </ul> </li> <li>- <b>Solo</b>: brief reflection (slide for Process &amp; Q's) (3') <ul style="list-style-type: none"> <li>- Q1: What do you find compelling in the Purpose statement?</li> </ul> </li> </ul> </li> </ul>	<p><b>Robert</b> provides overview &amp; instructions</p> <p><b>Robert</b> instructs</p>

	<ul style="list-style-type: none"> <li>- Q2: How could it support what you care about most in your work?</li> <li>- Q3: What is unclear or don't you like? What might you change?</li> </ul> <p>- <b>Breakouts</b> - discuss solo responses: (groups of 4-5) (<a href="#">predetermined groups</a>); Q's added in the chat; ask them to take 'highlight' notes in their break out group Notes to report out, Purpose Statement in Notes (15')</p> <ul style="list-style-type: none"> <li>- Introduce yourselves and <i>one thing you are looking forward to with re-opening of society/economy</i></li> <li>- Q1: What do you find compelling in the Purpose statement?</li> <li>- Q2: How does it support what you care about most in your work?</li> <li>- Q3: What is unclear, if anything, or might you suggest changing?</li> </ul> <p>- <b>Whole-group report out:</b> (10')</p> <ul style="list-style-type: none"> <li>- Group-by-group report out - themes for all three Q's (~ 9-10 groups, 1.5'@, take notes on report outs; participants add comments to Notes):</li> </ul> <p style="padding-left: 20px;"><b>Ask</b> (generally), what are the highlights/several high points from your three responses? (reference slide)</p> <ul style="list-style-type: none"> <li>- What do you find compelling in the Purpose statement? how does it support what you care about most in your work?</li> <li>- What is unclear, if anything, or might you suggest changing?</li> </ul> <ul style="list-style-type: none"> <li>- Subsequent groups report out what is unique &amp; different in their responses, or echoes/underscores what others have said</li> </ul> <p>- <b>Summarize themes</b> from Notes or what you heard (Fac, Team, others) (2')</p> <p>- <b>Thank all; address</b> any questions that can be easily be clarified, defer those that can't as an Action Item; scanner or email notes (2')</p> <p>- <b>Poll (Zoom1):</b> Ask, how compelling is the Purpose? (<i>Very compelling, Compelling, Somewhat Compelling, Not compelling, Not clear yet</i>) (2') <a href="#">Comments in the chat</a></p> <p>- <b>Note results;</b> solicit reflection/response from the Team and any 'burning comments' from the participants (2')</p>	<p><b>Suzannah</b> creates &amp; manages breakouts; links Breakout notes to the main Rolling Notes</p> <p><b>Robert</b> creates and <b>Suzannah</b> manages Zoom poll 1</p>
<p><b>2:55</b> 2:30 / (5')</p>	<p><b>Break</b> (informal, tips for break)</p>	
<p><b>3:15</b> 2:40/ 20'</p>	<ul style="list-style-type: none"> <li>- <b>Optional: Reconvene-energizer:</b> <i>Ask what is one thing that you might miss you with reopening?</i> (select about half, any others?) (3')</li> <li>- <b>Overview of section &amp; instructions</b> (slide) (1')</li> <li>- <b>The Scope of Our Work</b> <ul style="list-style-type: none"> <li>- <b>Read and explain</b> why we have it (slide) (<b>Jeff</b>) (5') <ul style="list-style-type: none"> <li>- ask if any clarifying Q's (3') (<a href="#">verbal, chat</a>)</li> </ul> </li> </ul> </li> <li>- <del><b>Breakouts</b> (2-3/grp, random assignment) (5'):</del> <ul style="list-style-type: none"> <li>- Q1: what do you like about it? What are the connection points or how could it support your work?</li> <li>- Q2: what don't you like or could be even better?</li> </ul> </li> <li>- <b>Whole-group</b> report out (7')</li> </ul>	<p><b>Robert</b></p> <p><b>Robert</b></p> <p><b>Suzannah</b> manages breakouts, place Q's in chat</p>

	<ul style="list-style-type: none"> <li>- Groups report out (~ 12-13 groups; take notes on report outs)</li> <li>- <b>Ask</b>, popcorn style, <i>what do you like about it? In what ways could it connect to or support your work?</i>; as they groups progress ask for what is unique or different</li> <li>- <del><b>Poll (Slido1)</b>: Ask, <i>What is your level of agreement with the Scope overall</i> (3')</del> <ul style="list-style-type: none"> <li>- <i>Provide instructions that this is an open comment poll, beginning with one of the four - "State your level of agreement - Very much agree, Agree, Agree somewhat, Don't agree"- <u>and</u> what if anything you'd change to make it better?</i></li> <li>- Summarize comments on survey; Team does as well (2')</li> </ul> </li> </ul>	<p><b>Suzannah</b> creates and manages Slido poll 1</p>
<p>3:25 3:10 / 5'</p>	<p><b>Short break</b></p>	
<p>3:15 / 5'</p>	<ul style="list-style-type: none"> <li>- <b>Big Goal</b> <ul style="list-style-type: none"> <li>- <b>Intro</b>: explain we are just seeking input and know may need some refinement, may need to be more than Big Goal or a Big Goal plus an intermediate milestone goal</li> <li>- <b>Read each and explain</b> why we have it, MAST goal, needs to be a real stretch as it is a motivator as that what is needed to meet the problem (Robert) (3') <ul style="list-style-type: none"> <li>- Note that some may be uncomfortable not knowing how to achieve it and the intent to get beyond what we already know</li> <li>- ask if any clarifying Q's (2') (verbal, chat)</li> </ul> </li> <li>- <b>Poll (Slido2)</b>: (2') <ul style="list-style-type: none"> <li>- Ask, is it bold enough? (Responses: <i>Meets scale of problem, not bold enough, too bold, needs different focus</i>)</li> <li>- Reflect/summarize comments</li> </ul> </li> <li>- <b>Ask</b> (if needed), who is willing to work on it further? (verbal, chat)</li> </ul> </li> </ul>	<p><b>Robert</b></p> <p><b>Suzannah</b> manages Slido poll 2</p>
<p>3:35 3:20 / 10'</p>	<ul style="list-style-type: none"> <li>- <b>Guiding Principles</b> (5') <ul style="list-style-type: none"> <li>- <b>Intro</b>: explain why we have them and that "these Principles are not rules or requirements, they are an invitation for how to engage with each other; there are different ways to participate and engage..."</li> <li>- <b>Read each</b> (Safeeq) (Slide) (2') <ul style="list-style-type: none"> <li>- ask if any clarifying Q's for each (2')</li> </ul> </li> <li>- <b>Invite Q's</b>, comments or concerns via chat</li> <li>- <b>Poll (Zoom2)</b>: Ask, to what degree will these Principles be supportive of an effort like this Network? (Chat if other ideas)</li> <li>- <b>Reflect/Summarize</b> comments (Team, Robert)</li> </ul> </li> </ul>	<p><b>Safeeq</b></p> <p><b>Robert</b> creates and <b>Suzannah</b> manages</p>
<p>3:40 3:30 / 15'</p>	<p><b>All-group Discussion:</b></p> <ul style="list-style-type: none"> <li>- <b>Intro</b>: we want to discuss what you sense is possible given all we have covered and all you have heard. What is your sense of what is possible with</li> </ul>	<p><b>Matt</b></p>

	<p>and through this network? (Matt) (2') ;</p> <ul style="list-style-type: none"> <li>- We have a few questions for us all: (slide) <ul style="list-style-type: none"> <li>- Q1: Based upon your conversations and all that was covered, what is your sense of what is possible with and through this network? Where can we have a real impact?</li> <li>- Q2: Where do you sense common interests? Are there unexpected ones? Where can we have a real impact? (e.g., upper watersheds that are connected to groundwater mgmt/recharge or vice versa)</li> <li>- <i>Optional</i>: Q3: What do we need to be aware of to be successful in this endeavor?</li> </ul> </li> <li>- <b>Poll (Slido3) - Word Cloud:</b> <ul style="list-style-type: none"> <li>- Intro: "Take a moment to exhale and reflect a bit about our time this afternoon, all we have discussed and are intending. <b>If you could summarize your sense of what is possible for this initiative in one word what would it be?"</b></li> </ul> </li> <li>- <b>Reflect/Summarize</b> comments</li> <li>- <b>Thank them</b> for the time, energy, input and interest, honesty</li> </ul>	<p><b>Matt- states Intro</b></p> <p><b>Suzannah</b> manages Slido poll 3</p> <p><b>Team, Robert</b></p>
3:55 / 3'	<p><b>Next Steps:</b> Design Team (be ready to share what we saw emerge during the meeting): contact info for the Team, next meeting (9/25, 12/11) (slide)</p> <p><b>Closing Comments:</b> what most struck me and/or will I be taking away from this meeting? (participants-verbal or via chat- and Design team)</p>	<p><b>Carole, Robert</b></p> <p><b>Design Team</b></p>
4:00	<b>Meeting Close</b>	