

🏠 **Location:** Crumrine Conference Room
 📅 **Date:** Monday, September 16, 2019
 🕒 **Time:** 1-3 p.m.

Meeting Outline

Performance Management Work Group

Facilitator: Annie Gile

Time	Content	Learning Objectives
1 p.m.	Welcome <ul style="list-style-type: none"> Introduction Activity** 	Establish meeting norms, allow for internal networking and lay the foundation for learning about Performance Management.
1:15-1:45 p.m.	PM Refresher/Update <ul style="list-style-type: none"> What is performance management? How does it all fit together? Roles of Performance Management Team 	Participants will discuss questions to reveal the importance of PM, the structure of PM at KDHE, and their role on the PM Team.
1:45-2 p.m.	**BREAK**	
2-2:45 p.m.	Next Steps <ul style="list-style-type: none"> Current state Assess Program Readiness for PM Focus Groups 	Participants will review recent data on KDHE's PM system, and discuss how to assess program readiness through focus groups.
2:45-3 p.m.	Closing <ul style="list-style-type: none"> Key Takeaways Activity** 	Participants will share final thoughts and key takeaways for PM.