Organization Name
Meeting name
Friday, December 2nd

8:30 to 12:30 PM

Agenda v2.1

Meeting Results:

- Participants will learn best practices in collective impact;
- Participants in coalitions will assess their work relating to best practices and identify areas of improvement;
- Participants will make action improvements to improve their practice

Prep Materials and Next Steps:
- Workbook with Slides and Activities
- Could send links to a few readings beforehand as well [e.g., Original CI article, Centering Equity in CI, 10 Dangers to CI, Making Meetings Work]

TIME (Pacific Time)	FOCUS & PROCESS	MATERIALS
7:30 –8:30 am	**Review plan for meeting** o Room Set up (AVPH) o Technology/AV o Review agenda/virtual vs IRL facilitation	*Estimate 115-150 in person (asking for 5 people from each coalition to attend) Sitting at tables with people they are in coalitions with* *Melissa: Keep virtual "table" of 4-5 the same for whole workshop (except paired activities). If there are groups you can keep together do that (i.e., if multiple people from same collaborative). Always*

		set timer in widget, and set the room close time to 30 seconds.
8:30– 8:45 am (15 Min) Result: *Set table for the meeting*	**Welcome and Introductions** **Welcome: Michelle** ● Welcome audience (including online) and share purpose of convening ● Any other announcements ● Introduce Paul **Welcome: Paul** ● Review Agenda ● Acknowledge Hybrid	*Timing assumes we begin 5 min or so*
8:45– 9:40 am (55 Min) Result: *Understand CI as an approach for effective coalition work on population or system level change*	**CI: 101** **Activity: Table Conversation and Online Chat (10 Min)** ● Tables: If you were to design the worst team or coalition possible, what would you put in place? ● Virtual: Gather answers in chat ● Gather list across tables and from Chat **Collective Impact 101 (10 Min)** ● Story of CI ● What is different ● Simple: Best practices of effective coalitions **Dangers to Collective Impact -> 3 Lessons (10 min)** ● 10 Dangers Presentation ● Lessons: Clear Strategy drives Clear Commitment; Form Follows Function, Culture Eats Strategy for Breakfast **Activity: Breakout - 10 Dangers (15 Min)** ● Are any of these present in a collaborative you are part of? Which ones? ● **Have you overcome any of these challenges? Add on padlet** **Debrief (10 Min)** ● Take Questions	<u>IRL:</u> *Make List at Tables* <u>**Virtual:**</u> **Ask people to place their answers in Chat (Paul will call on Melissa for a sample from Chat as he calls on tables)** *Slides* *Slides* *Hi, I'm Tiara, Director of Community Impact at AVPH. I will be your virtual facilitator for this session. We will be using the chat, polls, and a digital workspace to collect your insights and feedback.*

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Before we dive into some of the work, we want to learn who is joining us online, so let's complete this poll:

Poll: Who participates in any community collaborative work?
- *Yes – No – I'm not sure*

Thank you for telling us a bit about yourselves.

While we think about collective impact and the dangers that can come, know that collaboratives come in many forms. Collaboratives could be a family group working together to organize events, church groups, sports team group.

Poll: Of the 10 dangers Paul shared, please rank

- **Have you overcome any of these challenges? Add on padlet**

<u>*IRL:*</u> *Discuss at Tables*
<u>*Virtual:*</u> *Place people into groups of 4-5, set timer for 9 minutes, ask each group to have someone who will summarize some of the conversation in chat*

Paul will call on tables and Melissa to read some comments from chat

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9:40 – 10:15 am

(35 Min)

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Clear Strategy Drives Clear Commitment

CI Strategy (10 Min)
- Results-based
- Data Driven, Community Informed

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Slides

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Result: *Learn how clear strategy (common agenda) is critical in supporting effective CI*	● Targeted Universalism ● Systems Change ● *Dangers: Strategy Drift, Insufficient Time, Lack of Accountability* **Activity: Strategy Spectrum (15 Min)** ● Where does your collaborative sit on the spectrum? ● Are your results and strategies clear and do the strategies add up to measurably move your result? ● Is every member of the collaborative clear how their contributions are important to moving the result? ● Are there clear metrics used to gauge progress on strategy across organizations? **Report Back (10 Min)** ● Call on tables to report back from audience ● Questions	*IRL: Complete at Tables* *Virtual: Break into groups of 4-5 and Set Timer for 14 minutes with question in Chat;* *Hello, Welcome back. For this section we will work on padlet. In the chat, I included a link to padlet. You can click on the link and it will take you to our padlet page. This is going to be our workspace for the rest of the session. I will be adding questions on the screen that you will be able to answer by clicking the plus sign, that will open a pop just like this.* *Padlet: add questions on* ----Web Link----- *IRL: Paul will call on a few tables* *Virtual: Invite groups to share any insights or Questions via Chat that Melissa can report out to Paul*
10:15–10:30 am	**BREAK (15 Min)**	
10:30–11:05 am (35 Min) Result: *Learn how clear structure and roles that support strategy*	**Form Follows Function** **The Structure of CI (10 Min)** ● The Backbone Role ● Steering Committees ● Workgroups/Action Teams Role of Community Engagement ● *Dangers:* Treating Workgroups as Committees, Wrong People at the Tables, Funder and Political Hijacking, Managing network like an organization **Activity: Structure Spectrum (15 Min)**	*Slides*

	● Where do you sit on the spectrum? ● Do you have the right people at the right tables to align and move the strategies at the proper scale? ● Do you have clear roles and responsibilities for your tables? ● Is the backbone facilitating partner actions or doing most of the work themselves? **Report Back (10 Min)** ● Call on tables to report back from audience ● Invite Questions	*Padlet:* *Hello, Welcome back. Just like before I will be adding questions on the padlet and we will watch everyone's answers pop up the screen* *IRL: Complete at Tables* *Virtual: Same break out groups; Set Timer for 14 minutes and drop question in Chat* *IRL: Paul will call on a few tables* *Virtual: Invite groups to share any insights or Questions via Chat*

11:05–12:20 pm
 	
(75 Min)
 	
Result: *Learn how clear structure and roles that support strategy*
	Culture Eats Strategy For Breakfast
	
	Leadership (10 Min)
	● Everyone Leads
	● Montgomery Story
	● 5 Values
	
	Activity: Paired ABCD Interviews and Introductions (10 mln)
	● What are 2-3 things that make you a great family member or friend?
	● What are 2-3 things that make you great at your work?
	● What are 2-3 things you love doing so much you can get lost in doing them for hours?
	
	1. **Asset-Based (7 Min)**
	   ● Soup Kitchen story
	   ● Assets (Purpose, Power)
	   ● Relationship Examples: Seed Dealers and Barber shops
	   ● Community Engagement Spectrum
	   ● Practices that center community
	
	2. **Racial Equity and Inclusion (8 Min)**
		IRL: Paired Breakouts across tables
		Virtual: Paired Break outs; Set Timer for 8 Minutes and place question in chat
		
		Padlet: include the questions
		Hello, Welcome back. Just like before I will be adding questions on the padlet and we will watch everyone's answers pop up on the screen
		
		Slides

- Data: Targeted Universalism - Systems Change - Shift Power: <u>Who is at the table?</u> - Listen to and Act with Community - Equitable Leadership – Start within	*Slides*
3. Trust (5 Min) Trust	*Slide*
4. Continuous Learning: (5 Min) - Things I suck at - Apply to organizations - With assets, inclusion, and trust, can open to learning	*Slides*
5. Accountability: (5 Min) Individual and Organizational	*Slide*
6. Culture Building (5 Min) - Clear roles, responsibilities, decision making - Groundrules and/or core values - Meeting design and facilitation - Communication - Rituals, Celebration **<u>Activity:</u> Culture Spectrum (15 Min)** - Where does your collaborative sit on the spectrum? - What are 3 words you think partners would use to describe the culture of your collaborative? - What steps could you take to build and maintain a more intentional culture **<u>Report Back</u> (5 Min)** - Call on tables to report back from audience	*Slide* *<u>IRL</u>: At tables* *<u>Virtual:</u> Same break out groups; Set Timer for 14 minutes and drop question in Chat* *Padlet: add the question* *Hello, Welcome back. For this last section we are going to use menti meter to create a word cloud. If everyone, can pull out their cell phones or open a new browser on their computer, and go to menti.com. I have added it in the chat. On menti.com it will ask for a code which is 7799 6921 and its up on the screen. The ask you to type in 3 words … As people submit their words, the words that are mostly used will get bigger.*

		  Thank you everyone for sharing! *The next question and this one is our last question, Thank you again all for participating.* _IRL:_ *Paul will call on a few tables* _Virtual:_ *Invite groups to share any insights or Questions via Chat*

12:20– 12:30 pm
 	
(10 Min)
 	
Result: *Close out experience*
	Close Out
	
	1. **Paul Close (2 Min)**
	   ● Sum Up 3 Lessons
	   ● Collective Impact Forum as resource
	   ● Available during lunch for questions, etc.
	
	2. **Michelle/AVPH**
	   ● Announcements/next steps
		Lunch Break from 1230 to 130 PM
		Questions for panel discussion (130 to 230 PM)
		Closing Wrap 230 Pm to 3 PM

12:30– 1:30 pm	**Lunch Break**	

1:30– 2:30 pm	**Panel Discussion on Collective Impact**
	
	Adel D:
	   ● Representing Regional Community Alliance- open invite to all CBOs that have resources, services and programs. Share out what is available in the community to spread awareness.
	Ron B:
	   ● Representing Antelope Valley Regional Alliance- steering community with CBOs executives and community leaders to make decisions
	Tavia I:
	   ● Representing African American Infant and Maternal Mortality- works on addressing the infant mortality rates in the African American population.
	Shannon B:	

	● Representing Regional Recovery Hub- focused on helping the community to recover from COVID with resources, services and programs.	