



Initial Strategic Planning Process Calendar

*Spearfish Community
2016 - 2020 Strategic Plan*

	April 2015	May 2015	June- July 2015	August 2015	Sept- Oct 2015	November 2015	December 2015 – March 2016	April 2016	May 2016- March 2017
◆ STEERING COMMITTEE	◆ Pre-process Interviews ◆ Meeting #1	◆ Retreat ◆ Meeting #2	◆ Focus Group Ambassadors	◆ Focus Group Ambassadors ◆ Meeting #3		◆ Action Plans Development Analyze Data (Focus Groups)	◆ Present & Recommend Final Draft to the City Council & Spearfish Community ◆ Meeting #4		◆ Quarterly Review Sessions
■ RETREAT & PARTICIPANTS		■ Pre-Retreat Interviews ■ Retreat	■ Focus Group Participation	■ Focus Group Participation	■ Focus Group Participation	■ Action Plans Development	■ Review Final Draft		■ Review Quarterly Implementation Reports & Recommendations
★ COMMUNITY OUTREACH				★ Focus Group & Speakers Bureau		★ Action Plans Development by Subcommittees	★ Review Final Draft		★ Review Quarterly Implementation Reports & Recommendations
MAJOR DELIVERABLES		Recap Notes from Steering Committee #1 Report to City Council	Recap Notes from Retreat & Steering Committee #2	Recap Notes from Steering Committee #3 Data Collection Analysis & Focus Groups Report		Report to City Council	Action Planning Tools Final Draft to the City Council & Spearfish Community		Quarterly Implementation Reports & Recommendations