1. Introductions  
   - 10 min

2. Review minutes  
   - 05 min

3. Old Business  
   - 2017 Schedule review
   - GEAR team update
   - 15 min

4. New business  
   - 2018 GEAR Board meeting schedule
   - Update: Progress made by Focus Area teams
   - Update: HCR39 (DOE) and HJR7 (DHSS)
   - 1:15 hr

5. Open Topics discussion – Board  
   - 05 min

6. Public Comment  
   - 05 min

7. Adjourn
Old Business

• Approve Minutes from prior Board meeting

• Remaining 2017 GEAR Board meeting schedule
  • September 12th, November 16th
Old Business

GEAR Team Activities

- GEAR update meeting with Governor
- Introduction of GEAR to Acting Secretary of DHR
- Lightning Round with State Auditor
- Two rounds of Idea Factory deep dive meetings with State Auditor managers
- DTI GEAR charter meeting
- DHSS priorities and ASF Optimization discussion
- DHSS/DNREC ASF Optimization summit/shared learnings
- Delaware Quality Partners Board meeting
- 3P Focus Area development
- eBOARD
- Website
GEAR Website

GEAR is working to increase the efficiency and effectiveness of Delaware’s government.

Want to discuss your agency? Or have an idea for us? Let’s Talk →

GEAR was established to develop recommendations for increasing efficiency and effectiveness across State government, including by improving the strategic planning process, improving the use of metrics in resource allocation decisions and developing continuous improvement practices.

EXPLORE THE GEAR FOCUS AREAS BELOW

http://gearwp.dev.gic.dos.state.de.us/
GEAR Website

Platform to share your vision, and progress towards achieving GEAR objectives
- Strategy
- Charters
- Team Organization
- Projects
- Success stories

We need your input by September 29th to support October 1st go-live

Your page, your content, your choice how to use it
Old Business

Process and Timing

• GEAR01 Board: March 23rd
  – Lightning Rounds scheduled & Homework Assigned

• GEAR02 Board: May 18th
  – Board identifies Annual Report Focus Areas
  – Nominate leader for each Project Team and pair with GEAR team member

• GEAR03 Board: July 13th
  – Project teams report status to Board

• GEAR04 Board: September 12th
  – Project team drafts presented to Board

• November 1st-6th: Project team final reports delivered to Board

• GEAR05 Board: November 16th
  – Draft of annual report reviewed by Board

• BACKUP DATE: November 28th?

• December 1st: Annual GEAR report delivered
New Business

Annual Report

Provide continuous improvement recommendations for inclusion in the State budget:

• Shared service opportunities through centralization of functions or collaboration among organizations

• Methods to improve recruitment, development, retention of employees

• Identify partnership opportunities with businesses to lower the cost of government and promote economic development

• Improve efficiency and effectiveness of State processes and procedures – with initial focus on the efficiency of services delivered in large cost-driver areas (Education / Health and Social Services)
### Proposed 2018 GEAR Board Schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday, January 9, 2018</td>
<td>10:00 a.m. to 12:00 p.m.</td>
<td>New Castle County</td>
</tr>
<tr>
<td>Wednesday, March 14, 2018</td>
<td>8:00 a.m. to 10:00 a.m.</td>
<td>Dover</td>
</tr>
<tr>
<td>Tuesday, May 15, 2018</td>
<td>10:00 a.m. to 12:00 p.m.</td>
<td>New Castle County</td>
</tr>
<tr>
<td>Wednesday, July 11, 2018</td>
<td>8:00 a.m. to 10:00 a.m.</td>
<td>Dover</td>
</tr>
<tr>
<td>Tuesday, September 18, 2018</td>
<td>9:00 a.m. to 11:00 a.m.</td>
<td>New Castle County</td>
</tr>
<tr>
<td>Wednesday, November 14, 2018</td>
<td>8:00 a.m. to 10:00 a.m.</td>
<td>Dover</td>
</tr>
</tbody>
</table>
Review Project Charters

1. Criminal Justice Charter
2. Education
3. Financial Services Delivery
4. Health and Social Services
5. IT Efficiency
6. Public-Private Partnerships (3P)
7. Human Resources Delivery
8. Legislative Package
9. Performance Metrics and Data

Summary
- Organization
- Leadership & Members
- Opportunity
- Objectives
- Scope
- Major Project Actions
- Deliverables
- Duration

10 minutes per update
Update

Education  HCR39

Health Care  HJR7
• Open topics Discussion – Board
• Public Comment
Adjourn