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Neighborhood and Community Relations Department

Proposal Background

The Neighborhood & Community Relations department is leading innovation in community engagement across the city of Minneapolis and sees the Commission as a major partner in the work. The primary focus of this proposal is to increase the capacity of the Commission to meet its mission in ways that enrich the experience for Commissioners and in positive results for the communities and neighborhoods they represent. The three goals for our capacity-building work include: 1) Intentional culture change, 2) Collective vision and 3) Process improvement.

The proposed process includes three phases to be executed between April and September 2012. Continual evaluation is built into each phase of the process for analysis and recalibration if the data determines that amendments are needed.

Phase 1, to be implemented in April/May, will focus on organizational assessment, seeking your input on the Commission's strengths and opportunities for the future. Commissioners and staff will be asked to complete an assessment anonymously, giving perspective on the Commission and its work. Lissa will schedule 1:1 interviews with each Commissioner and staff member to have conversation about opportunities for growth and development as the Commission plans for its future. Following the completion of the organizational assessment and interviews, Lissa will present the findings and related recommendations to the full Commission and staff for discussion and planning. The results of the organizational assessment in Phase 1 will inform the work in Phase 2.

Phase 2, to be implemented between June and August, will focus on two key areas: a) Developing a planning calendar complete with roles, responsibilities, milestones and timelines, and b) completing an infrastructure assessment, including review of Commission bylaws and meeting minutes et al, combined with observation of Commission meetings over the six-month initial proposed engagement. Third, and equally important, orientation will be provided for the full Commission and staff, following the June elections.

Phase 3, to be implemented in September, will focus on intentional relationship building and the work needed to help the Commission to coalesce around a shared vision for the work. Further, Lissa will give a report/recommendations on the infrastructure assessment to the full Commission at a September meeting. In September, the Commission will assess, evaluate and make determination as to continued engagement with Consultant Jones and the development of a plan to govern Commission work for the remainder of the term. (June, 2013)

Phase 1: Organizational Assessment, Organizational Development Interviews with Commissioners and staff, report results and recommendations.

Phase 2: Develop working plan from organizational assessment/interview results, assess infrastructure, report and recommendations, Commissioner/Staff joint orientation, meeting observation

Phase 3: Intentional relationship building, coalesce around shared vision, make decisions re: infrastructure, evaluate and determine plan for consultation and working plan through term (June, 2013).