

**Meeting Title:** Conservation Plan Strategic Planning

**Strategic Initiative - Develop the 2022 - 2026 ACFHP Strategic Plan**

**Location:** Westin Crystal City  
 1800 Richmond Highway  
 Arlington, VA 22202

**Webinar Information:** <https://meet.goto.com/370578077> or dial in: +1 (312) 757-3121 Access code: 370-578-077

**Team Leader:** Lisa Havel

**Facilitator:** David Arnold                      **Notes:** Pat Campfield

**Team Members:** ACFHP Steering Committee

**Meeting Objectives:**

1. Review accomplishments from 2017-2021
2. Review ACE Act and status of NFHP Conservation Priorities
3. Overview of input from ACFHP partners on strategic plan survey
4. Consensus on objectives and strategies for new plan
5. Develop next steps/actions/direction to finalize plan

**Homework to complete prior to meeting:**

1. Familiarize yourself with the current ACFHP Strategic Plan and other briefing materials
2. Review the list of poll questions and come ready with your answers
3. Create a list of possible modification needs or suggested directions for the new plan

**Briefing Materials:**

1. Agenda
2. Current (2017 – 2021) Strategic Plan (link [here](#))
3. Current (2019 – 2021) Action Plan (link [here](#))
4. Previous (2017 – 2019) Action Plan (link [here](#))
5. Polling questions
6. DEIJ mapping background information
7. Draft 2022 – 2026 Strategic Plan

**Day 1 July 20, 2022**

Time	Agenda Topic	Desired results
9:00 am	Welcome, agenda review	SC participants are oriented to the process and understand facilitator role; accepts agenda.
9:10	Overview of ACFHP accomplishments 2017-2021 and polls	Participants understand what we achieved in relation to what we envisioned addressing in the current Strategic Plan. We set the foundation for our new plan via the answers to the polling questions.
11:00	Technology Break	Mad dash to answer emails, texts, calls of nature, etc.
11:20	Survey review Part I	Combined with earlier discussion, set the stage for what we want to focus on for the next plan.
12:00 pm	Lunch	Food Coma
1:30	Review responsibilities in and current alignment with ACE Act	Understanding of what ACFHP is already doing, and what we might need to change to better align with the legislation

<b>Time</b>	<b>Agenda Topic</b>	<b>Desired results</b>
2:00	DEIJ subcommittee report-out	Understanding subcommittee’s recommendations for next plan, and rough idea of spatial distribution of previously funded projects
2:30	Options for administering NFHP funds	Understanding and consensus on best options to explore for grant administration
3:00	Technology Break	Mad dash to answer emails, texts, calls of nature, etc.
3:20	Survey review Part II and Discussion	Determination of what key strategic activities ACFHP can strengthen and should focus on for next iteration of the ACFHP Strategic Plan.
4:45	Day 1 wrap-up	Consensus of decisions made and understanding of Day 2 expectations
5:00	Adjourn	

**Day 2 July 21, 2022**

<b>Time</b>	<b>Agenda Topic</b>	<b>Desired results</b>
9:00 am	Welcome, Day 1 recap	Everyone is prepared to dig into work for Day 2
9:10	Small group break-outs and technology break	Each group develops objectives and strategies under ‘on-the-ground implementation,’ ‘science and data,’ ‘outreach and communication,’ and ‘operations’ objectives
12:00 pm	Small group report-outs: on-the-ground and science and data	Entire Steering Committee hears results from each subgroup; information will set the stage for winnowing in the afternoon
12:30	lunch	Food Coma
2:00	Small group report-outs: outreach and communication and operations	Entire Steering Committee hears results from each subgroup; information will set the stage for winnowing
2:30	On-the-ground objectives and strategies	Steering Committee comes to consensus on objectives and strategies for Strategic Plan
3:00	Science and data objectives and strategies	Steering Committee comes to consensus on objectives and strategies for Strategic Plan
3:30	Outreach and communications objectives and strategies	Steering Committee comes to consensus on objectives and strategies for Strategic Plan
4:00	Operations objectives and strategies	Steering Committee comes to consensus on objectives and strategies for Strategic Plan
4:30	Day 2 wrap-up and next steps	Framework for new Strategic Plan in place, ready for wordsmithing. Steering Committee understands next steps and expectations.
4:45	Adjourn	Safe travel!