

Process Team Steering Committee
Meeting Notes
July 6th, 2019

Present: Susan Skjei, LaDawn Haglund, Deborah Marshall, Lisa Piemont, Fred Meyer, Paul Kelway,
Absent: David Marshall, Martin Ramstedt, Jim Fladmark, Dian Marie Hoskings,

1. Meditation, check in
2. Housekeeping
 - a. The note-take for today's meeting is Paul
 - b. There was a discussion regarding previous meeting minutes and the following actions were agreed:
 - i. **Actions:**
 - ii. Susan will post notes from June 8th
 - iii. All to review notes from June 8th and 16th and approve asynchronously

THEMATIC ISSUES

3. All PT Call follow-up/Theory U roll-out
 - a. There was a discussion about some of the feedback and questions from the PT about the decision to use Theory U as the methodology for the overall process design.
 - b. The following actions were agreed:
 - i. **Actions:**
 - ii. Fred, Susan, Paul & Nancy to finalize communication to the PT to provide more specifics to be sent by Sunday July 7th.
 - iii. Paul & Susan to offer 2 Zoom calls to help answer questions about Theory U next Friday and Saturday (12th/13th). This will be mentioned in the letter.
 - iv. LaDawn confirmed the timing of the sending of the community letter, which is slated for Monday July 8th and the logistical complications if we postpone the sending and it was agreed that the letter will be sent as planned on the July 8th.
4. General updates from the working groups (and also explore how their ongoing work relates to Theory U roll-out)
 - a. There was a discussion about how Theory U will land with the working groups and how it can be used with the following points being made.
 - i. Some groups have small numbers and inconsistent attendance. This may make it challenging to use Theory U in that context.
 - ii. Idea to take some leadership. Perhaps it is a time to do another survey of the PT to see what is working and what isn't.
 - iii. Theory U is about a focus on shifting the inner place, but some individuals and working groups are not ready for that (or don't seem to want to make that shift).
 - iv. Do we have what we need in terms of expertise on the PT to realize the vision?
 - b. The idea of a supportive process for working groups was discussed and the following actions agreed:
 - i. **Actions:**
 - ii. Paul has contacted Jim about updating our list of active PT members and working group assignments to get a clear picture of the overall health of the PT, see where there is good momentum and also where groups are struggling to make progress.
 - iii. Paul reported that the PT Charter Working Group will be working with the WG's to develop and collate Strategic Aims. This will also help us to see an overall picture of what the groups hope to achieve.
 - iv. Susan will organize a Theory U session for the PTSC.
 - v. Lisa will speak with members of the Healing & Learning group to see how people are doing and feeling about the work of this group
 - vi. Deborah is going to continue working with a group outside of the PT to try and achieve some of the work within the culture change work stream.

5. A review of actions and discussion about next steps regarding our process for engaging with The Sakyong
 - a. Paul provided an update on feedback from the IB about the PTSC's intention to reach out to The Sakyong.
 - b. There was a discussion about next steps and the following actions were agreed:
 - i. **Actions:**
 - ii. The SC agreed to put on hold the idea of reaching out to The Sakyong
 - iii. We will explore restorative justice processes as a possible future pathway for the community; LaDawn has some expertise and will have a look at gathering resources and developing a working group in August

 6. Conveners: A discussion on the SC convening structure after July when our term as the Convening team comes to an end
 - a. Susan reported that the term of the current convening team (Susan, Paul & Martin) comes to an end at the end of July. The SC needs to consider what structure to put in place from August onwards.
 - b. There was consensus that the SC needs to have a convening team going forward. It is a quietly working structure.
 - c. There was a request for the current Convening Team to continue if there was a willingness to do so and the following actions were agreed:
 - i. **Actions:**
 - ii. Susan, Paul are open to continue and will discuss with Martin when he is available.
 - iii. Martin has many other commitments. If he is not able to continue the Conveners will make a recommendation regarding an alternative third person
 - iv. The conveners will also explore the idea of an additional secretarial function from within the SC to help with meeting notes, scheduling meetings etc. and report back to the SC
 - d. The group expressed their appreciation for the work of the Convening Team.

 7. Date of next meeting
 - a. Sunday July 14th at 12pm Eastern
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SUMMARY OF NEXT STEPS

- Continue roll-out of Theory U including a communication to the PT with more information and the offering of two Zoom calls for further conversation to answer questions from the PT as well as an update to the wider community.
- Action above steps to assess the current status and activities of the working groups and see what help and/or restructuring may be needed (i.e. additional work groups, expertise etc.).
- Move forward with exploring restorative justice processes and the potential for a working group on this.
- Confirm the composition of the PTSC Convening Team from August onwards.