

**TO: Members of the Nexus Committee**  
**From: Elizabeth Harchenko, Consultant**  
**Date: March 4, 2014**  
**Subject: Preparing for Strategic Planning Session in Denver**

Background: The MTC has been engaged in strategic planning since 2011. A strategic plan is a tool for setting priorities and focusing the efforts and resources of an organization to achieve its primary purpose. The MTC's strategic plan sets direction for the commission for the next 5-7 years. The strategic plan establishes specific goals and objectives to help the MTC achieve its primary purpose. The strategic plan also gives the MTC a process to establish and update its priorities for investing both time and resources.

Nexus Program Planning: During a teleconference in January, the Nexus Committee decided to begin the strategic planning process for the National Nexus Program. As part of your work in Denver on March 13, you will begin that process. In order for that work to be successful, please review the attached materials before you arrive.

Your planning process will mirror the commission's process. You will begin by reviewing the current charter for the National Nexus Program and assuring that it is aligned with the MTC's mission, vision and values. It will be most important to agree on a statement of the essential purpose of the National Nexus Program, and to begin to describe a high level vision of what that program should look like 5-7 years in the future.

Next, you will go through an environmental scan. We will be using a "SWOT" tool for this part of the process. The details are in the attachment. The environmental scan will help inform your discussion of goals for the National Nexus Program.

After you have aligned your charter and done your environmental scan, we will talk about what goal areas the National Nexus Program and your committee should be working on in order to achieve the purpose for the program and begin to move toward making the program vision a reality.

Finally, you will decide how you want to take the next steps, which are to identify specific projects that you would like to undertake to achieve the program goals.

I look forward to meeting with you in Denver!  
Elizabeth Harchenko, Consultant

Attachments

Strategic Planning Agenda  
MTC Mission, Vision, Values, Goals  
National Nexus Program Charter  
Environmental Scan Information