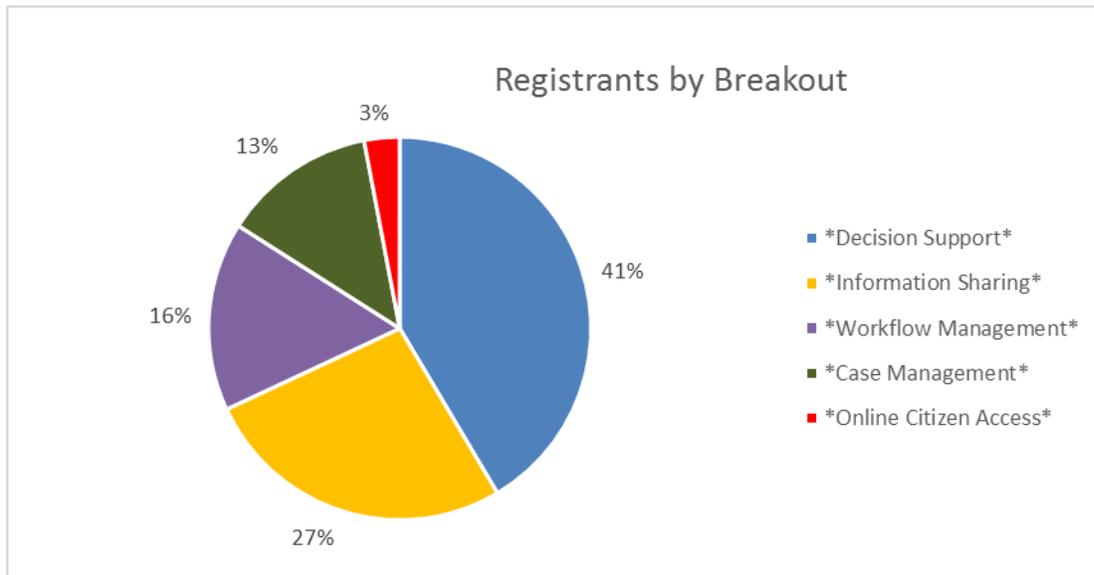


Breakout Session Guide

(Email questions to Joe.Coberly@ga.gov)

On October 27, participants at the 2014 Strategy Summit will receive a name tag that designates a breakout group to attend in the afternoon. Assignments are based on the preferences indicated as part of registration. (Topic preference percentages are shown below.) Breakout sessions will be limited to 25 participants and 10 participants will be required to hold a session, so some participants may be assigned to their second or third choice for breakout session topic.



The objective of the breakout groups is to work together to define a shared opportunity to do something in a new and better way. The breakout sessions are approximately two hours long, so teams will need to promptly find common ground, define a shared opportunity, and describe the potential business impact of the opportunity. We will identify opportunities, not solve problems, in the breakout sessions. Breakout sessions will be facilitated by GTA and OPB staff who will help capture an "Innovation Opportunity Brief" that describes key information about the shared opportunity. (See the Innovation Opportunity Brief template below.)

One member of each breakout group will be nominated to present the results to the rest of the Strategy Summit participants immediately following the breakout session. We will conduct a live poll immediately following presentation of the opportunities to get feedback from participants while their work is fresh.

Participants in breakout sessions at the October 27 Strategy Summit will also be identified as candidates for cross-agency project teams that will be tasked with quickly fielding innovative solutions to important, shared agency business opportunities. All participation must be approved by management.

After the summit

Following the Strategy Summit, participants will have the opportunity to verify their agency's commitment to working on shared opportunities, refine their opportunity brief and recruit other agencies to participate. Final updates to Innovation Opportunity Briefs will be sought by the first week in January 2015.

In January, Innovation Opportunity Briefs will be reviewed by a new cross-agency Innovation Committee who will be responsible for prioritizing opportunities based on potential for impact to the state. Factors considered will be: number of agencies collaborating, number of citizens impacted, level of support from agency leaders, ability to measure results, and potential cost or cost savings.

In the upcoming months, agency-led teams with the top innovation opportunities will be supported in defining workable solutions and creating a business case with clearly defined measures for success. Following that, an executive review board will evaluate the business case for possible funding. Projects with a cost-effective approach and good potential for citizen impact are more likely to be funded.

Innovation Opportunity Brief Template

Name of Opportunity:

Opportunity Summary (what is the problem/opportunity we're addressing – brief synopsis):

Team Spokesperson (person selected during breakout to present the opportunity at the end of the day):

Primary Agency Contact for further information (primary point of contact for the innovation opportunity – may be replaced later):

Collaborating Agencies (list agencies with primary contacts):

High-level Business Impact

Business Functions and/or Processes and how Impacted:

State-wide Benefits Summary:

Categorized Benefits:

- Financial:
- Quality & Efficiency:
- Customer Experience:
- Employee Morale:
- Others:

Measures of Success:

Primary Customers/Constituents Impacted:

Primary Agencies Impacted: