

**WATER RM&E Team Meeting**  
**9:00 - 4:00PM – August 25, 2016**  
**DS Consulting Office – Stevens Building**  
812 SW Washington Street, Suite 525 (fifth floor), Portland, OR 97205  
Pioneer Courthouse MAX stop  
Conference Call #: 888-684-8852 ; Participant code: 5207663

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**Proposed Meeting Agenda**

**Meeting Purpose:** to promote meaningful and constructive input from the RM&E Team by building common understanding and definitions of terms used by the RM&E Team and refining the prioritization process.

**9:00 Welcome & Review Meeting Summary**

- Review/approve meeting summary from 7/18
- Review action items

**Developing Common Understanding: Monitoring Definitions**

- As a team, review edits, revise if necessary and poll for the level of support to use those definitions in RM&E discussions.

**Developing Common Understanding: Agency Prioritization Criteria**

- Group exercise aimed at clarifying how each agency prioritizes concepts/objectives.
  - On note cards, team members write their agencies criteria for *high, medium* and *low* priorities and places them on the board.
    - What similarities do you see? What differences?
    - What does this information tell you about how your teammates are prioritizing concepts?
    - What common criteria amongst all agencies?

**Continue Discussion on Refining the Prioritization Process**

- Clarify Corps' internal CFRM funding sideboards – Ian Chane & Mike Langeslay
  - Q & A
  - Should these sideboards be built into the RM&E process as well?
  - How will the Corps circle back to the RM&E team with decisions and rationale?
- How can the prioritization process be revised to work better?
  - Clarify Teams' expectations of outcomes
- Next steps in 2017 Prioritization? Timeline?

**Next Steps & Reflection**

- Review action items and next steps
- Next meeting – September 22<sup>nd</sup>?
- Team debrief – what worked well, what could we change?

**4:00 Adjourn**

NOTE: Breaks will be taken as needed throughout the day. Coffee, tea and light snacks will be provided by the Facilitation Team and lunch is available at the food cart pod next door.