



October 24, 2005

NOTE TO SUMMIT PARTICIPANTS

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Summit II

How Did We get Here? And Where Do We hope to Go?

Goals of Summit II :

- The outcomes of Summit I held in June in Prince George were pulled together in a Report that was based on a comprehensive set of notes of the discussions and work of the participants. Copies were made available to each of the participants, and broadly distributed. At Summit I we built a platform on which we can work together and also a network in which we can work individually and organizationally in our jobs, business, institutions, homes, and communities.
- Strengthening that platform, and those networks, is the heart of Summit II, but our specific goal is to develop Action Targets – what and how, by whom and when things have started to happen since Summit I. That must continue more quickly, and more effectively – and that will only happen with clear objectives, responsibility, and accountability.
- Ensuring we are going down that road is why we are here at Summit II.

Carrying Forward from Summit I:

- Leadership Groups, with Co-Chairs, were identified for each of the target areas identified at Summit I. If actions are to follow words, those with a stake in the problem must be part of the solution.
- That was the spirit in Summit I that scoped out the different focus areas and the need to keep people engaged and involved around this room. The purpose of these leadership groups was to prioritize and propose key actions ‘ and to lead the discussions around those priorities and actions at Summit II. Primarily they have been meeting through conference calls over the past 6 weeks with from 5-10 participants on the calls.

A Review of Summit II

Thursday AM:

- Key overriding questions that were identified in Summit I related to the importance of superimposing special lenses on general issues to take into account important realities. Examples included regional differences between the interior and the coast, and the implications of the Beetle Infestation.
- Another key consideration raised was the importance of linking with others and other initiatives that may provide support and reinforcement. Consistent with that direction from Summit I, the first activity on Thursday AM will be report and discussion around the beetle situation, and reflections from the Crossroads Conference under the Leadership of the Northern Medical Authority in PG.

Thursday AM - Role of Leadership Groups :

- The practical expectation for the **Leadership Groups going into Summit II was that they each would frame and lead the face-to-face conversations** scheduled for each of the Groups on the first morning of the Summit, prior to the presentations to the entire Summit in the afternoon. Others who had not actively participated in a group would be invited to participate in a group of their choice.
- The work done by each group will be shared at the outset of the Leadership Group discussions by the Chair, and a facilitator will assist the chair in keeping the conversations focused on the **goal - to further refine and harden specific actions identified in the lead up conference calls** – and how, by whom, and when these actions should be undertaken and concluded.
- Each **group should ask itself this question in relation to each Targeted Action – are there others** who have interest in the area, and can help inform, support, and move this action forward and how would we try to involve them? This may include both those who are representatives of participating parties in the Summit, and others who may not be directly involved but their voice needs to be heard, and an opportunity for their contribution to be made – this may be through a variety of outreach activities (e.g. conference calls, workshops, other conferences). Are there **others with specific expertise** or resources that could help get the job done effectively?
- The **expectation is that the Leadership Groups will continue to have an ongoing review and oversight role in relation** to the actions that are specifically identified within their activity zone in the final Action Plan. However, consideration should be also given by each of the leadership groups as to whether there are other review and oversight activities that may be appropriate.
- **Where differences surface within the Leadership Groups**, every effort should be made to understand the underlying reasons behind the differences, examine options that may address those underlying reasons, and provide those options and reasons in making the report to the Summit in full session

Thursday PM :

- The outcomes of the work of each of the groups will be presented to the full Summit at the outset of the afternoon session. When the full scope of the proposed work effort is in front of the participants, it will be possible to identify areas of duplication, overlaps, and other aspects that may need to be reconciled to make the overall effort most effective and efficient.
- Further small group activity will take place whose focus is – have we got the priorities right? Is this where our efforts need to be concentrated. Have we missed possibilities or barriers that we have not taken into account as fully or carefully as we might have? What is this whole thing starting to look like?
- **By the close of that day the goal is to have clearly and crisply identified the priority Targets for Action.**

Friday AM :

- The goal of the Morning Session on Day 2 is – **What will it take to deliver on the targets?** We will ask and answer the following questions:
 - **Who needs to be involved?** – And the more specific we can get the better. Our discussions must reach well beyond – Government, Industry, Operators, Drivers... to what and who within government, industry, operators, drivers etc.
 - **How?** – And developing a plan, arranging a consultation, organizing a workshop may be part of it, but that is not good enough. Why would such a workshop be helpful, who would need to be there, what would be its goals, and outcomes expected? **We have to dive below the surface and get at real things that need to happen by real people in real places.**
- That's the goal for the Groups by late morning Day 2.

Friday PM :

- Before lunch, the further outcomes will be presented to the full Session. Those guiding and facilitating the workshop will attempt to draw together schematically the key components of the overall Action Plan.
- And this will be the focus for the final two hours.
 - Does it hang together?
 - Are there lingering concerns in some areas?
 - Or gaps?
 - Do we have an approach to deal with those concerns and gaps after the Summit concludes?

- What will it take to get the message from this place and this result to others?
- How will each participant reach out in a personally, in their families, communities, and organizationally to help get the message out?
- What are the key messages that the Forest Safety Council should take from this Summit?
- How will we finalize the Action Plan and move it forward?

Participation Guidelines

The Participation Guidelines that guided us in Summit I, and will continue to guide us in Summit II were:

- Share and discuss expectations, perspectives, information, and possible solutions
- Listen and talk openly and frankly about the issues and concerns and possible solutions from the different points of view and interests that need to be part of developing and implementing solutions
- Start building the solid working relationships it will take to turn words into action
- Identify areas of common ground and areas of differences, and the underlying reasons in a spirit of sharing and discussing, not negotiating or deciding
- Capture the sense of the meeting in Summary Notes (prepared by the facilitator) reflecting broadly the areas and nature of the discussions without attributing specific points of view to individual participants.
- Develop the key elements of a Work Plan for TruckSafe.