

State X State Advisory Group (SAG) Sample Strategic Planning Agenda

Add purpose of the SAG (SAG Mission or Purpose Statement/Governor's Order)

Date:

Time:

Depending on the process that the Juvenile Justice (JJ) Specialist and the SAG agree to use, this agenda can be split between 1 and ½ or 2 full days or broken into multiple 2- to 3-hour sessions (especially for virtual meetings).

Time	Agenda Item	Purpose	Discussion	Presenters
	Welcome and Introductions	Facilitator/JJ Specialist gives introductory remarks. Review agenda and defined purpose of SAG (as well as use of technology if the meeting is held remotely so all members can be heard). Discuss reason for strategic planning. SAG members (and staff) are introduced.	What is the goal of this strategic planning process?	Facilitator/JJ Specialist and SAG members
	Framing the Three-Year Plan	Explore the use of adolescent development and behavior and of delinquency prevention programs and juvenile justice intervention best practices in plan development.	How can the SAG use adolescent development and delinquency prevention and intervention best practices in your planning and action steps?	Facilitator, JJ Specialist, or SAG Chair
	2021–2023 Priorities and Progress	Review 2021–23 priorities and progress/outcomes of efforts.	What were previous three-year plan priorities? Are these issues still pertinent? Has progress been made in addressing the issues? If so, how much? Will continued prioritization likely lead to substantive movement?	2021–23 SAG Committee Chairs or other identified lead
	Current Crime Analysis/Data and Trends Presentation	Present state juvenile justice and delinquency prevention data.	Begin review of current data and trends, issues, and concerns.	Facilitator/JJ Specialist

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	Themes From the Data	Review pre-identified issues provided by Designated State Agency (DSA)/SAG Subcommittee, etc.	Should these new issues be added to the list for 2024–26 three-year plan consideration?	Facilitator/ JJ Specialist
	Possible Additional Priorities Discussion	Identify other additional areas for possible prioritization.	Using the current data provided at this meeting, have SAG members identified additional issues/areas that should be considered for inclusion in the three-year plan?	All SAG members
	Goal-Setting Parameters	Discuss parameters of goals (i.e., federal requirements regarding mandatory pass-through of funds and other considerations).	Discuss pass-through requirements and the practical number of priorities that SAG members and DSA staff can support.	DSA Staff
	Scoring of Proposed Priorities	List priorities based on the highest to lowest score, using the identified prioritization process.	Are there any surprises about the ranking of priorities? Is there a large differentiation in scores among the priorities, suggesting that some may not be truly supported as priorities?	Facilitator/ JJ Specialist
	Establishment of Work Groups to Develop Goals, Objectives, Activities, and Success Measures for Each Priority	Work groups of SAG members and staff will create a plan with goals/activities etc. for each of the priorities.	SAG members select the work group in which they will participate. Using the worksheet provided, the work group members will collectively develop goals, activities, and measures for the assigned priority.	Facilitator/ JJ Specialist
	Presentation from Each Work Group on Its Priority	The SAG lead for each work group will present the plan created for their assigned priority; discussion with the full SAG might help to further refine the plan for the priority.	Was it hard to discern what the SAG was hoping to accomplish through the plan for each priority? Is there a clear understanding of what success in this area would look like? Have you identified measurable data points that can help determine success? Is someone else addressing this same issue in the state? If yes, does the SAG need to have a separate work group, or can they merge with the other?	SAG Work Group Leads

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	Finalization of Priorities for 2024–26	Finalize the list of priorities that will become part of the 2024–26 Three-Year Plan.	Discuss whether all or some of the priorities will be part of the 2024–26 plan. If another vote is needed to further narrow down the priorities, this can take place after the discussion. A motion to approve will be entertained.	Facilitator/ JJ Specialist
	Congratulations and Thank You	Celebrate 2024–26 priority setting and plan.		All



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