

Event Meeting Minutes - Cogence Alliance – Northwest Ohio Chapter

DATE: October 17, 2018

TIME: 4:30 pm – 6:30 pm

LOCATION: Kuhlman Corporation, 1845 Indian Wood Circle, Maumee

EVENT TITLE: Risks? Or Keys to Success?

ROOM SET-UP: Classroom style

PURPOSE: During our first sessions we discussed the risks we face, how these risks impact our business, and how we experience these risks over the lifespan of a project. Leadership, Management, Communication and Quality Work were all identified as common risks, but these are also the keys to our success. Our greatest challenge to improving project outcomes is to recognize how to transform our risks into opportunities.

During our session, we will share the analysis of the risk data you provided. The data has revealed **Leadership** as a risk category that peaks early in the project timeline. Together we will **identify the traits of Successful Leadership** on a Project from each industry segment, share a process to **measure the effectiveness of Leadership** and **create a toolbox** for effective Leadership.

MINUTES: Reviewed the collect of over 100 risks and then populated them on a project timeline. We did a statistical review of them risks and summarized them into a report that was shared with the NWO Partners.

When we focus on risk we can begin to identify and minimize the risks of the teammates. We looked at the ‘Maslow’s Hierarchy of Needs’ as a model that can be implemented as a tool to review and identify risks.

The any delivery method utilized can either be a success or a failure, it comes down to Leadership and collaboration.

In analyzing the input/information of the Partners we saw that Leadership, Communication, Failed Expectation, and Project Management were the highest risks. Financial, Contractual, and Quality were lower risk factors.

When good Leadership and Communication exist, the other risks factors become less of an impact / factor on the project.

When teams are first formed communication seems to be stifled while people are trying to ‘get along’ the apostatic love phase...

As a project progresses we see were the risks are peaking, we will take each of these risks and address them in the 2019/2020 program series.

The basis of Cogence is to pull from the experience and ‘Leadership’ of the Partners and to advance our industry in a more collaborative manner.

Goal: Improve Leadership and lower project risk by: working together to create a deeper understanding of quality leadership and create list of best practices. Practice leveraging experience of entire group.

Agenda: Create a Leadership Toolbox: Leadership traits that bear on project performance. Document leader’s best practices by trait and report out to the group.

(Add the prepopulated slide on leadership traits)

Breakout Session: (Add breakout session notes; combine with NEO)

Plus/Delta follow-up: Address and spoke to the June plus/delta

PLUS/DELTA:

<p>Plus:</p> <ul style="list-style-type: none">• Like the summarization of the June session plus/delta• Liked the mixed groups for diversity of thought• Example of exercise/outcome	<p>Delta:</p> <ul style="list-style-type: none">• Number of attendees• Look at a different time/location for the meetings
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Information shared with Cogence Partners:

- Event Minutes
- Presentation PowerPoint (pdf)

NEXT MEETING: January 16, 2019, 4:30 pm

Location: Kuhlman Corporation, 1845 Indian Wood Circle, Maumee