

March 5, 2009

To: Bill Bilyeu, Collin County Administrator

From: Trey Graham

RE: Proposal for Collin County Commissioners Court Training Seminar

Bill-

Please see below. This proposal is revised from the original document presented to the Commissioners.

I believe this two-part training seminar will be very helpful for the Commissioners as they seek to develop a comprehensive vision for leading Collin County and serving its residents.

Based on input I have received from other county elected officials and staff members, I believe a later seminar for department heads and elected officials would be very helpful as well.

Please review and call me at 972.838.2277 to discuss plans on scheduling this event. I look forward to working with you on this and future projects.

Thanks-

Trey Graham

Seminar To Focus On: Vision Development, Vision Implementation, Goal Setting

Objective: To help the Collin County Judge and County Commissioners develop a new County Vision Statement which will guide their decision-making and policy development. This Vision Statement will be supported by measurable and attainable goals to facilitate effective implementation.

Pre-Session Preparation --- 6 Hours

- *Meeting with each member of the Commissioner's Court by phone or in person to determine their goals and objectives for the County's future and for this training session
- *Researching Vision/Mission statements of other counties and governmental entities to generate ideas for the brainstorming sessions
- *Developing Curriculum and Discussion Outlines for Session 1 and Session 2
- *Preparing and producing workbooks and other written/electronic materials to be used during Session 1 and Session 2

Session 1 --- 4 Hours

Topics:

- *Brainstorm the needs of the citizens of Collin County and the role of the Commissioners
- *Brainstorm ways to meet those needs, understanding financial constraints, organizational constraints and timelines
- *Brainstorm the other players besides the Commissioners whose involvement will be critical to the success of Vision Development and Implementation
- *Review the County's current Vision/Mission Statement(s) to evaluate the effectiveness of the statement(s) and see if any elements of that could be incorporated into future statements
- *Brainstorm elements to be included in the final Vision Statement

Session 2 --- 10 Hours

Topics:

- *Codify the Vision ideas developed in Session 1 into draft Vision Statements
- *Determine which of the County needs are met by this new Vision Statement and which needs remain unmet
- *Determine if any unmet needs can be serviced in other ways using other strategies
- *Help Commissioners codify a final draft Vision Statement
- *Brainstorm strategies to effectively implement the elements of the Vision Statement developed in Session 1
- *Develop goal-setting strategies to accomplish elements of the Vision Statement
- *Discuss timelines for goal accomplishment and vision implementation
- *Discuss reorganizing the duties and responsibilities of the Commissioners to help them succeed at goal accomplishment and vision implementation
- *Help Commissioners codify a final version of a Vision Statement

Total Hours Proposed = 20

*Total Fee Not To Exceed: \$4,000 (\$200 per hour)

Biography of Seminar Leader

The seminar leader is Trey Graham, senior pastor of First Baptist Church Melissa. Trey is the host of the daily radio teaching program called "Faith Walk with Trey Graham" heard on The Word 100.7 FM. Trey is the author of two books, "Lessons for the Journey" and "Light for the Journey" and writes opinion columns for multiple newspapers.

Trey earned a Bachelor's degree in Leadership from the United States Military Academy at West Point and a Master's of Divinity from Southwestern Baptist Theological Seminary. He has done doctoral work in the area of Leadership at Gordon-Conwell Theological Seminary.

After graduating from West Point, Trey served nine years as a commissioned officer in the United States Army, both active duty and reserve. As a Field Artillery officer, he served as a Multiple Launch Rocket System firing platoon leader and a Basic Training Battery Commander.

Trey has been the senior pastor of First Melissa for almost seven years. First Melissa is a fast-growing, dynamic and innovative church reaching people throughout Collin County, Grayson County, and Fannin County.

Trey and his wife, Bretta, have five children and live in Melissa. Trey serves as the Chaplain for the Melissa Police Department and the Collin County Commissioner's Court.

Samples of Discussion Topics:

