



Team Values Development

Meeting Agenda

What	How	Who	Time
Welcome	<ul style="list-style-type: none">• Welcome, Introductions	Manager	2 min.
Agenda Review	<ul style="list-style-type: none">• Review purpose of meeting• Review agenda	Manager	3 min.
Team Rating Activity	<ul style="list-style-type: none">• Conduct the Team Rating Activity	Manager	10 min.
Discussion	<ul style="list-style-type: none">• Facilitate discussion of Team Rating Activity	Manager, Team	30 min.
Action Planning	<ul style="list-style-type: none">• Develop action plan to improve	Manager, Team	10 min.
Wrap Up	<ul style="list-style-type: none">• Address remaining questions• Close meeting	Manager, Team	5 min.
			60 min.