

LFC Performance Measurement

---

Reporting Results

---

---

---

---

---

---

---

---

"If I include you,  
you will be my partner.

If I exclude you,  
you will be my judge."

- Rosell

---

---

---

---

---

---

---

---

LFC Performance Measurement

---

- LFC October meeting
  - LFC Performance Measurement workgroups met with assigned agencies
  - Workgroups adopted goals with some revisions
  - Elevated one concern to full LFC
- Measurements to be finalized by October 24, 2007
  - Updated information to workgroups as it is received

---

---

---

---

---

---

---

---

December LFC

Performance Measurement - Timeline

- Agency training – October 17, 18, 19
- Finalize Goals and Performance Measurements – October 24
- Electronic forms emailed after goals and measures finalized
- Two page reports due to LFD- November 28
- Analyst review completed & electronic copy to workgroups– December 6
- LFC workgroup meetings – December 11 & 12

---

---

---

---

---

---

---

---

LFC Two Page Reporting Form

- simple
- useful
- common sense
- plain language
- minimal paper

---

---

---

---

---

---

---

---

LFC Two Page Reporting Form

- Developed from the pilot report format
- Reviewed by staff and revisions made
  - Timing allows for agency comments to be incorporated
- Selected agency staff solicited for comments
- One form for each goal or initiative

---

---

---

---

---

---

---

---

## LFC Two Page Reporting Form

- E-mailed to agencies after goals and performance measurements finalized
  - LFD analyst will fill in Program Goal or Project Title, Agency Name, LFC Workgroup, LFD Liaison and OBPP Liaison
  - Establish the numbering convention.
- Agency will complete the remainder of the form
- The agency contact/phone number is the person designated to answer questions
  - Remember audience – legislators and interested parties

---

---

---

---

---

---

---

---

## Remember!

- Audience
- Management Level Detail
  - No additional pages are available

---

---

---

---

---

---

---

---

## Program or Project Description

- Brief description of program – 2 to 3 sentences similar to template
- Project description from decision package included in the expanded initiative format
- Include website reference to where other program goals can be found

---

---

---

---

---

---

---

---

## Appropriation, Expenditure and Fund Type

- Initiatives – use the decision package specific appropriation provided by the legislature
- Program goal appropriations can be:
  - Entire program, division or agency appropriation if the goal is overarching; or
  - A portion of the program appropriation – amount determined by agency, specific data detailing how determined amount to be included in “data” spreadsheet attached to form
    - Extra spreadsheet will not be provided to the workgroup

---

---

---

---

---

---

---

---

## Goal and Performance Measurements

- Finalized by the October LFC Performance Measurement workgroups
  - Final performance measures due October 24
- Enter performance measures with a corresponding number:
  - 1.
  - 2. ...etc.
- These will be filled in this time and “Locked Down” for future versions

---

---

---

---

---

---

---

---

## Significant Milestones

- FOR THE 2009 BIENNIUM – do not include any other information
- Defined for the initiative process
- For program goals opportunity to define for the workgroups what program or agency steps are included to get to the performance measurements

---

---

---

---

---

---

---

---

## Performance Report

- Narrative to discuss status of measurements, by number:
  - 1. Hired FTE on 8/1/2007
  - 2. Rules drafted and to legal on 8/25/07
- Narrative to discuss status of measures in comparison to previous year (aka Baseline)

---

---

---

---

---

---

---

---

## LFD Area

- LFD adopted same style as budget analysis
  - LFD Comments
  - LFD Issue

---

---

---

---

---

---

---

---

## Version

- LFD will be completing this as process moves forward.
- One of areas locked down by LFD to assure version control
- Provides historical paper trail for all involved

---

---

---

---

---

---

---

---

## Process for E-mailing

- LFD will mail forms to designated agency contact from generic email account
- Agency staff completes form
- Agency staff email forms back to designated generic email account
  - Not anywhere else –or the document won't be certified as received in our system.
- Automated process to notify analyst of receipt of forms

---

---

---

---

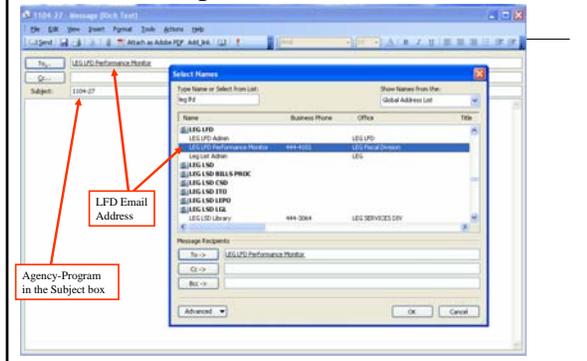
---

---

---

---

## Email Example



---

---

---

---

---

---

---

---

## LFC Performance Measurement December Workgroup Format

- Workgroup Training
- Staggered Starts
  - 3 workgroups 8:00 a.m. – 11 or 12
  - 2 workgroups 9:00 a.m. – 12
- Conversation with workgroups
  - Successes
  - LFD Comments
  - LFD Issues

---

---

---

---

---

---

---

---

## What Type of Questions

- 1. Who are the customers you are working with?
- 2. Do the selected measures determine if they are better off as a result of your efforts?
- 3. Who are the partners with a role to play in improving the results?
- 4. Do you have 2007 baselines for these measures?
- 5. What is the story behind the baseline?
- 6. What works, what could work, to improve results?
- 7. If results are different than anticipated, what factors played a part in the differences?
- 8. What is your plan if the results differ from what is anticipated?

---

---

---

---

---

---

---

---

■ Questions????

■ Concerns?

---

---

---

---

---

---

---

---