

# Strategic Planning Consultant:

## Dr. Kevin Christophe, PhD, PMP<sup>®</sup>, RBPMP<sup>®</sup>, Prosci<sup>®</sup>



- Principal of [Progress Consulting](#), an Organizational Development (OD) and Organizational Change Management (OCM) firm.
- Twenty-three (23) years specializing in strategic planning, change management, and executive coaching.
- **Authored:** *Coaching for Business Results* (Deloitte Consulting, 2009). *Best Practices for ERGs* (EEO Insight, 2015), and *The African American Sourcebook: Tribute to Thurgood Marshall*, (Federal Judiciary, 2002).
- **Education:** PhD, and MA in Organizational Psychology, Alliant International University; BA in Psychology, University of California, Berkeley.
- Some clients include, Caltrans, Department of Health Care Services, Sutter Health, and Toyota.

# Goal and Deliverables for Strategic Planning Consultant

## **Goal**

*Create the CCDA 2025-2028 Strategic Plan to continue the mission to promote disability access in California through dialogue and collaboration with stakeholders including, but not limited to, the disability and business communities and all levels of government. This plan ensures that CCDA's work is done through the lens of equity. It contains the Balanced Scorecard (a strategic framework) that aligns CCDA's vision with goals, objectives, targets, and initiatives.*

## **Deliverables:**

1. Strategic Design and Stakeholder Assessment
2. Design and Facilitation of Strategic Planning Key Groups and Events
3. Drafting of Strategic Plan
4. Project Management

# Deliverable 1 Tasks:

- **Project strategic analysis.** Reviewed strategic plans (CDAA' 2025-2028 and DGS' 2024): (1) Developed analysis questions regarding status of objectives, (2) creating assessment measures, and (3) offering the Balanced Scorecard (BSC) as a strategic management tool to align the vision with performance drivers (objectives, measures, initiatives and targets).
- **Stakeholder assessment w/selected interviews.** Developed stakeholder assessment questions and sent out interview invites to 10 commissioners and other stakeholders to answer these questions. This strategy provides commissioners hands-on participation in plan development per request.
- **Process design and project work plan development.** A process improvement approach is proposed based on the Rummler-Brache model for staff/program operations along with a work plan for management of the strategic planning process. The work plan will be designed based on the Project Management Book of Knowledge (PMBOK)® Guidelines, containing the five-work group processes (Initiating, Planning, Execution, Monitoring & Controlling, Closing):
- **Liaison w/CCDA project team and stakeholders.** Implement regular meetings with the CCDA project team and stakeholders in a collaborative manner from a lens of equality.
- **In-person meetings with CCDA staff for design and additional development via phone/email/online interface.** Weekly project meetings are scheduled with CCDA staff are underway that involve strategic planning for models, stakeholder engagement, and so forth.

# The Balanced Scorecard

