# AMO 2020 Staff Offsite

Location: 3rd Floor, Room X344 San Juan A, B, C

U.S. Department of Energy Golden Field Office

Research Support Facility, 15013 Denver West Parkway, Golden, CO 80401

### Agenda

### ****Objectives****

* Begin to develop a more cohesive picture of AMO for FY 2021 and beyond.
* Help AMO staff make connections between technical topics, operational roles, and AMO strategy.
* Identify priority areas where AMO will focus on strengthening how individuals and teams can work together to accomplish AMO’s mission.

### Tuesday, January 28, 2020

| Time | Activity  |
| --- | --- |
| 8:00 – 8:30 am | Registration |
| 8:30 – 8:45 am | Welcome* Opening remarks (Valri Lightner)
* Review of the agenda and ground rules (Kendra Chappell)
 |
| 8:45 – 9:15 am | EERE Leadership Remarks |
| 9:15 – 10:00 am | Icebreaker and Team Building: AMO Quad Chart Bingo |
| 10:00 – 10:15 am | Break |
| 10:15 – 10:45 am | AMO Objectives for 2020 & Vision for FY2021 and Beyond* Overview of leadership vision
* Expectations for staff input into strategy
 |
| 10:45 – 11:30 am | AMO 2020 & FY2021+: Strategic Timeline* Map key events & milestones for AMO in 2020/2021
 |
| 11:30 am – 12:30 pm | Lunch |
| 12:30 – 2:00 pm | AMO 2020 & FY2021+: My Role in Enabling the Vision* Welcome to Golden (Derek Passarelli)
* Overview of Pillar and Functional Teams
* Highlight contributions on 2020 & FY2021+ Strategic Timeline
 |
| 2:00 – 3:00 pm | Topical Areas for 2020/2021: White Papers* Elevator pitch on each White Paper topic
* Clarify pitch and understanding of contribution
 |
| 3:00 – 3:15 pm | Break |
| 3:15 – 4:45 pm | Topical Areas for 2020/2021: White Papers (continued) |
| 4:45 – 5:00 pm | Closing and Next Steps* Review of day
* Closing comments
 |
| 5:00 pm  | Adjourn |

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|  | Optional Tour of Research Support Facility (RSF) |
| 5:00 – 5:30 pm | Campus Overview* Matthew Ringer, Laboratory Program Manager, advanced Manufacturing
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| 5:30 – 6:15 pm | Tour Research Support Facility Tour Guides: * Ashley Woodburn, NREL Corporate Communications
* Sarah Barba, NREL Corporate Communications
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|  | HAPPY HOUR (optional) |
| 5:30 – till you leave | **The Yard House**14500 West Colfax Ave  Suite 341, Colorado Mills Mall, Lakewood, CO  |

### Wednesday, January 29, 2020

| Time | Activity  |
| --- | --- |
| 8:00 – 8:30 am | Registration |
| 8:30 – 8:45 am | Welcome* Welcome back
* Review of the agenda and ground rules for the day
 |
| 8:45 – 9:00 am | Icebreaker |
| 9:00 – 10:15 am | Big Ideas: Investing in the Future* Introduction to Big Ideas and their development (Offsite and Post-Offsite)
 |
| 10:15 – 10:30 am | Break |
| 10:30 – 11:30 am  | Big Ideas: Working Session * Guidance on Big Ideas
* Strengthen existing Big Ideas; Develop new Big Ideas
 |
| 11:30 am – 12:45 pm | Lunch |
| 12:45 – 1:15 pm | Make AMO a Great Place to Work: Focus areas for AMO* Review the results of the Offsite Request for Input
* Prioritize top areas via online polling
 |
| 1:15 – 2:30 pm | Refine the Post-Offsite Action Framework* Review the Post Offsite Action Framework from the 2018 Offsite
* Capture learning to refine the framework
 |
| 2:30 – 3:30 pm | Make AMO a Great Place to Work: Working Session* Dig deeper into top challenges
* Identify the mechanism to continue this work post-offsite
 |
| 3:30 – 3:45 pm | Break |
| 3:45 – 4:30 pm  | Make AMO a Great Place to Work: Report Out |
| 4:30 – 4:45 pm | Putting it Together* Closing remarks on next steps for AMO 2020 & FY2021+ vision
 |
| 4:45 – 5:00 pm | Closing and Next Steps* Making an individual commitment
* Review of Offsite outputs
* Fill out Offsite evaluation
 |
| 5:00 pm  | Adjourn |

Thursday, January 30, 2020

| Time | Activity  |
| --- | --- |
| 8:45 – 9: am | Optional Tours |
| 9 – 11:00 am | **Energy Systems Integration Facility (ESIF) and Science and Technology Facility (S&TF)**Meet outside of San Juan Conference Room A/B/CTour Guides: * James Bosch, Corporate Communications
* Marc Landry, Research Technician – Build, Solar Energy Research Facility
* Nicholas Brunhart-Lupo, Researcher – Computational Science, Data Analysis and Visualization
 |
| 11:00 am  | Lunch |
| 12:15pm | **Meet in front of RSF** for Flatirons Campus Tour* 2 shuttles to accommodate 28 guests; Lois has car for additional participants; guests can also choose to drive on own
 |
| 1:00 – 3:00 pm | **Tour Flatirons Campus** Tour Guides: * Derek Berry, Senior Wind Technology Engineer, National Wind Technology Center
* David Snowberg, Researcher-Mechanical Engineering, Manufacturing and Characterization
* James Bosch, Corporate Communications
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| 3:00 pm | **Visit Concludes/Shuttles Depart to NREL Golden Campus** |