

Steensma BC Team lead Weekly Meeting Agenda

Date: **Wednesday August 21st, 2024**

Start on time – 7:30 am

Segue (Personal and Business Best News) – 2 min

Customer/Employee Headlines (Good / Bad Reports) –2 min

Scorecard (On Track / Off Track) – 2 min

Rock Review (On Track / Off Track) – 2 min

Last Week's To Do List Review (Done / Not Done) – 2 min

WHO

D

ND

OSS Process (Email was sent)

Cody

WARRANTY AS ACTION ITEMS – BETTER POSITIONING WITH CUSTOMERS

JEFF

Special Projects Sheet #1 – Isuzu Stickers Removed – For Sale

Jeff

Special Projects Sheet #1 – Weed/Plant Center Island

Jeff

Western Parts Support

Jeff

B&C Lawn find a solution

Karl

Issues List (Prioritize; the IDS) – 9 min

PRIORITY

New To Do List – 3 min	WHO
<i>VT/O to Brian</i>	<i>Jeff</i>

Cascading Messages – 1 min
<i>Jeff:</i> <i>Karl:</i> <i>Mike:</i> <i>Cody:</i> <i>Brian:</i>