



Recipes for Success

By **TEAM UP** Wisconsin

Team of

Enterprise

Academy

Management people, for

Upward

Progress in

WISCONSIN Government

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RECIPE FOR SUCCESS:

Recipe for a Successful Team

Ingredients:

- One motivated and creative leader
- Several willing team members
- Open trusting environment

Mix all together and sprinkle liberally with:

- Clear goals and vision
- A well-developed game plan
- Clearly defined roles
- Open communication
- Constructive team behaviors

Establish ground rules upfront and define how decisions will be made. Watch closely for individual personality types and group dynamics. Carefully balance participation of all members.

Be prepared to adjust "cooking time" and "temperature" at any time as needed in response to never-ending change! Serve with a heaping helping of fun. **Celebrate success!**

Team Building Tortellini Soup

Great for a team luncheon on a cold winter day! Serve with a crusty Italian bread.

1 lb. Italian sausage	1 lg. carrot, sliced
1 c. chopped onion	1 med. green bell pepper, diced
2 lg. cloves garlic, minced	1/2 c. dry red wine
5 c. beef broth	1 T. dried basil
2 c. chopped tomatoes	1 T. dried oregano
1 (8 oz.) can tomato sauce	8-10 oz. cheese tortellini
1 lg. zucchini, sliced	

Saute' sausage over medium-high heat until cooked through. Saute' onion and garlic in 1 T. pan drippings until translucent. Add sausage to onion and garlic. Add stock, tomatoes, tomato sauce, carrot, green pepper, wine, basil, and oregano. Simmer about 40 minutes. Add tortellini and cook about 8 minutes. Add zucchini last few minutes. Season to taste with salt and pepper. Sprinkle Pamesan cheese on top of soup when serving.

Bonding Biscuits and Gravy

Getting to know one another on a personal level is an important part of fostering respect and teamwork. Do you have a family or regional specialty? Share it with your staff! One of our team members who hails from a bit further south brings this breakfast treat in for his staff on a regular basis.

Make biscuits:

2 cups flour
3 teaspoons baking powder
¼ teaspoon baking soda
1 teaspoon salt
1/3 cup shortening or butter (or mixed)
Approximately ¾ milk or buttermilk (preferred)

Combine dry ingredients. Add shortening or butter and “cut in” with fork or pastry cutter, or fingers if necessary. Add liquid and mix gently with fork (over working will result in tough and non-flaky biscuit). Place dough on counter top, pat with hands to thickness of ¾ inch or so. Cut biscuits with round cutter or top of glass. Bake at 425 for 12 minutes or until desired shade of brown.

Make gravy (while biscuits are in the oven):

Brown the pound of ground pork sausage in skillet. (An iron skillet works best.) Remove sausage and leave grease in skillet. You need about 5 - 7 tablespoons of fat in skillet, so if sausage is too lean, add butter or shortening. If sausage is too fatty, remove some of the grease. Add 4 tablespoons of flour to grease. Cook over medium heat for 2 or 3 minutes, working flour into grease (this might be pasty or crumbly – either is ok). Add approximately 3 cups milk, whisking it in over heat until boils gently - should be thickened at this point. Add browned sausage back to gravy and combine. Add salt and pepper to taste.

To serve: Break biscuits in half on plate; pour gravy over top.

RECIPE FOR SUCCESS:

Recipe for Effective Communication

Begin by building influence. This is accomplished by doing each of the following:

- Caring -- Being genuinely interested
- Learning -- Getting to know people
- Appreciating -- Making positive assumptions
- Contributing -- Adding value to others
- Verbalizing -- Saying good things
- Leading -- Establishing trust
- Succeeding (by continuing to practice all of the above.)

Next, tell your story! Celebrate successes and share those successes broadly. Ensure that the work of government is as transparent as possible; involve key stakeholders at every step. Be responsive to legislators, the media, and key constituencies. Make the most of technology resources to assist with communication.

Embrace diversity at all times. Know your personality type; surround yourself with people of other types, backgrounds, and experiences. Enjoy!

Communication Crescent Bars

Nothing stimulates open communication like a sweet, rich dessert and hot cup of coffee in the morning! Share this one with the whole office!

2 pkgs. Pillsbury crescent rolls	1 egg, separated
2 (8-oz.) pkgs. Cream cheese	1 tsp. vanilla
1 c. sugar	

Topping:

1/2 c. sugar	1/2 c. nuts, optional
1 tsp. cinnamon	

Pat 1 package of rolls into a 9"x13" pan. Cream the cream cheese and sugar. Add egg yolk and vanilla. Pour over crescent rolls. Top with second package of crescent rolls. Brush with egg whites. Sprinkle with cinnamon, sugar, and nuts. Bake at 350 degrees for 1/2 hour. Optional: Nuts can also be added to cream cheese filling.

Sweet Success Sugar Cream Pie

You can catch more flies with sugar than with vinegar! Bring a couple of these pies to your next meeting, and you'll be sure to "win friends and influence people"!

In a saucepan over medium heat, combine:

- 1 stick real butter
- 1 can evaporated milk
- 1 cup sugar
- 1 cup water
- ¼ cup corn starch
- 1 teaspoon vanilla

Heat mixture until gently boils – stirring with whisk constantly at this point, let boil approximately 30 seconds. Pour into prepared crust and allow to set at room temperature. Sprinkle top with nutmeg as desired.

RECIPE FOR SUCCESS:

Exceptional Project Management

Ingredients:

- 1 descriptive and succinct project title
- 1 project strategy, adapted from the DHFS Project Charter in this section of our report
- Several select, Grade A creative ideas for incorporation into the project
- 1 powerful sense of commitment to the project
- 1 thorough understanding of the importance of the project, and why it must succeed, for the betterment of the organization.
- Several dedicated, knowledgeable, positive team members for creative input, concept development and plan implementation.
- 1 Risk (or pitfall) identification system, such as the template in this section.

Preparation of the ingredients is important, so be sure to shop for and assemble all completely before starting. By starting too soon, some of the ingredients may go stale, and your recipe vision may not manifest.

When ready to proceed, combine all team members in a quiet area where interruptions are at a minimum. If any ingredients need to be pared, sliced and divided or cleaned and marinated, assign appropriate duties to members based on their interests and abilities.

Create a common vision of what the experience will do for our organization, our department, our division. Keep this vision on the table at all times, during each meeting, gathering and discussion.

Set specific goals, commit to them, monitor progress toward them, and know when they need to be adjusted.

Be sure to look beyond the recipe, in order to allow inclusion of creative ideas, various resources and analogous historical or parallel experiences (by other organizations or departments).

When the project is completed, it is done. Don't overwork or extend its life unnecessarily. Enjoy the result, as you would a fine culinary creation.

Artichoke Chicken "Project"

Like all successfully managed projects, this divine chicken casserole will impress your family, friends, and colleagues! They'll think you really worked your heart out, but the savvy manager and organized cook will actually whip this up in no time!

1 c. flour
1/2 tsp. salt
1/2 tsp. pepper
1/2 tsp. paprika
1/2 tsp. garlic powder
8 whole chicken breasts, boned,
skinned, split & cut in half (32
pieces)
3/4 c. butter
1 lb. fresh mushrooms
1/4 c. flour
2 cans chicken broth
6 tbsp. sherry
2 cans artichokes

Place flour, salt, pepper, paprika and garlic powder in a bag with chicken pieces to coat. Brown chicken in batches with 1/2 cup butter. Place in casserole. Saute' mushrooms in 1/4 cup butter. Sprinkle 1/4 cup flour over mushrooms and stir in chicken broth and sherry. Cook 5 minutes. Arrange artichoke over chicken. Pour sauce on top and bake at 350 degrees for 1 hour. Serves 8-10. Wonderful with wild rice!

RECIPE FOR SUCCESS:

Strengthening Employee Performance

For this recipe, begin by making sure you have assembled the **Proper Tools**.

Start with a base of **Position Description**. To make the base, add what the job consists of, including the knowledge and skills that are required to perform the duties of the position, and be sure to include general expectations.

Next, add clear **Performance Standards**. This is a very important ingredient. Be sure to set very precise goals, and measure accurately. Both quantity and quality are important.

Add the **PEPED** to the base mixture. The PEPED enhances the flavors of the base mixture by providing annual feedback on performance.

To ensure the quality of the finished product, be sure to sprinkle in **Training** along the way as necessary. All the ingredients work best together when training is added.

Now, to really spice things up, add **Morale Boosters** liberally.

Be sure to monitor the recipe's progress by providing **Feedback** at regular intervals. Sample the recipe along the way to make sure you are on the right track. Make adjustments as needed.

If things appear to be taking a major turn for the worse, be sure that **Counseling** is added to the mix.

As a last resort, if the recipe is just not coming together, no matter what you have tried, proceed with an **FPIP**. The **FPIP** is a make or break point in the recipe process. If the **FPIP** is successful, everyone is happy and well fed. If not successful, the recipe may have to be demoted to an appetizer.

Bon appetit!

Performance-Enhancing Buffalo Dip

This spicy treat will really fire up even the slackers in the bunch!

3 boneless chicken breast halves
1 c. mozzarella cheese
3/4 c. Franks Original Hot Sauce
8 oz. cream cheese
1 c. chunky blue cheese dressing

Boil chicken and shred. Heat chicken and wing sauce over medium heat for 5 minutes. Add 1/2 c. mozzarella cheese to chicken mixture. Spread cream cheese on the bottom of an oven proof dish or platter. Top with chicken mixture. Spread blue cheese dressing over chicken. Sprinkle remaining mozzarella over the top. Heat in 350 degree oven for 20 minutes. Serve with celery, crackers, or bread.

Morale-Boosting Shrimp Creole

There's nothing like a Mardi Gras themed party (on Fat Tuesday or any time at all!) to spread good cheer and boost the performance of your team members!

1 1/2 chopped onion	2 tsp. parsley
1 c. chopped celery	1 tsp. salt
2 green peppers - chopped	1/2 tsp. cayenne pepper
2 cloves garlic	2 bay leaves
1/4 c. margarine or oil	1 lb. raw shrimp
1 c. water	3 c. cooked rice
1 -15 oz. can tomato sauce	

Cook and stir onion, celery, green pepper and garlic in margarine until onion is tender. Stir in water, tomato sauce and seasonings. Simmer 10 minutes. Stir in shrimp. Heat to boiling. Cover and cook over medium heat for 15 minutes. Serve over rice.

RECIPE FOR SUCCESS:

Skillful Decision Making and Problem Solving

Ingredients:

- Generous portions of facts and figures
- 1 Statement that defines the problem, it causes and its effects.
- 3 clearly defined goals (more, or less, to taste)
- 1 statement of higher purpose (e.g. integrity, security, productivity)
- 1 comprehensive list of options (alternatives and substitutes)
- 3 or more willing volunteers to assist the process, if needed
- Pinch of flexibility to allow for creative adjustments
- Several medium blocks of time for focused preparation.

Gather all the ingredients, and sort them out for ease in organizing. Recruit and assemble team including volunteers and review the list of options, adding or eliminating according to how they serve the defined goal or goals.

Weigh the problem definition and its causes to be sure the goals are compatible and have a high probability of effectiveness. Measure the possible setbacks and their impact on the goals, the project and the organization.

Select the best alternatives, and prepare the strategy for implementation based on those alternatives, utilizing a Plan A, Plan B and Plan C approach.

Mix and blend all these ingredients well, lacing them with determination, commitment and team harmony. Above all, take action, and make course corrections as needed, keeping mindful of the time constraints and the need to keep moving forward toward the goal.

When done to perfection, enjoy the finished product and celebrate the result, sharing with as many people as possible.

Casey's Solution Salad Dressing

Problem solved! Next time you can't decide on a tasty salad topper, skip the store-bought stuff and whip up a batch of this!

1 cup of salad oil
½ cup of sugar
½ cup of vinegar
1 tsp salt
1 tsp oregano
½ tsp garlic salt
1 tsp celery seed
1 tsp dry mustard
1 can condensed tomato soup

Mix all ingredients in a 1-quart mayonnaise jar and shake well. This recipe was the house dressing for Casey's Restaurant in Limestone, NY, which was famous in the Bradford, PA and Olean, NY areas for great food and entertainment.

RECIPE FOR SUCCESS:

Organizational Performance Excellence

Ingredients:

- 1 serving of Strong Leadership Commitment
- 1 serving of Strategic Alignment with Vision & Mission
- Several Managed Teams & Training
- 1 Organized Plan of Action
- Several Clearly Defined Processes
- Clear and Effective Communications
- As Needed: Continuous Improvement
- Reporting of Results (Abundant Customer Satisfaction) & Rewards

Combine Strong Leadership Commitment and Strategic Alignment with Vision and Mission. When thoroughly combined and aligned, deliver to Department's Managed Teams. Sprinkle with necessary Training. Add (Deliver) the Organized Plan of Action to the Department's Managed Teams. Implement Clearly Defined Processes as outlined in Organized Plan of Action and process information received from Continuous Improvement efforts. Carefully fold all Continuous Improvement efforts throughout the Organized Plan of Action. When thoroughly mixed, turn out (Reporting of Results) into Department Communication Plan (pan). Bake carefully and thoroughly. Last but not least, Provide Ample Rewards to ALL!!! (Enjoy)

Curried Squash

"Squash" poor organizational performance with this healthy dish!

3 pounds squash (acorn, butternut, buttercup)
1 medium red onion (chopped)
1 ½ T. corn oil
1 t. black mustard seeds
1 ½ t. minced garlic
1 ½ t. ground cumin
1 t. ground coriander seeds
½ t. turmeric
1 t. salt
1 T. light brown sugar
2 cans chicken broth
1 can coconut milk

Peel and seed squash and cut into 1-2" pieces. Cook in chicken broth until tender. Cook onion in oil, until softened. Add mustard seeds, garlic, cumin, coriander seeds, turmeric, salt and brown sugar. Stir often. Add squash and broth. Add coconut milk. Simmer together for 30-40 minutes until thickens and liquid is evaporating.

Serve over jasmine or brown rice.

Tortuga Rum Cake

Hey, a little rum cake (off the job, of course!) is sure to spark creativity, and that is bound to lead to organizational improvement in some way or another...

Basic Cake Mix

2 c. cake flour
1 ½ c. granulated sugar
4 t. baking powder
1 t. salt
½ c. butter
3 T. vegetable oil

For the Cake

½ c. fine chopped walnuts
1 (3.5 oz.) package instant vanilla pudding
½ c. milk
4 eggs
½ c. Tortuga rum (or any Hawaiian-style rum)
½ c. vegetable oil
1 t. vanilla extract

Rum Soaking Glaze

½ c. butter
¼ c. water
1 c. granulated sugar
½ c. Tortuga rum (or any Hawaiian-style rum)

For the Basic Cake Mix: Combine ingredients and mix until consistency of fine gravel. (Basic cake mix may be stored in a container in refrigerator for 3 months. Makes about 6 cups of mix and may be multiplied for other recipes as needed.

For the Cake: Preheat oven to 325 degrees F. Spray bundt pan with nonstick cooking spray. Sprinkle chopped nuts into the bottom.

Place Basic Cake Mix, pudding mix, milk, eggs, rum, oil and vanilla in a large bowl and combine on medium speed with electric mixer for 2-3 minutes. Scrape down bowl and mix. Batter should be very smooth. Pour into prepared bundt pan and level out top. Bake until fully golden and

cake springs back (about 55 minutes). Remove from oven and place on cooling rack while making soaking glaze.

Rum Soaking Glaze: In a small saucepan combine butter, water and sugar. Bring to a boil carefully, do not boil over! Reduce to a simmer and cook until sugar is dissolved and syrup is a little thicker. Remove from heat and add the rum, mix to combine.

While cake is still cooling, pour hot syrup into and on top of cake. There is a lot of syrup and if cake doesn't soak it up right away, just wait a couple of minutes & add the rest.

Cook cake completely in Bundt pan before turning out onto serving platter.

This cake is delicate, so once it is turned out, it cannot be moved around easily. Can be eaten when fully cool, but is better the next day!

Big Batch Sugar Cookies

After 9 months of learning together, we couldn't leave you without a parting gift! Hope you enjoy our "ELA Wisconsin Sugar Cookies". By the way, as you progress in your careers in state government, you never know when you might need a cookie cutter in the shape of Wisconsin! You can order them online at CopperGifts.com!

2 c. butter
2 c. sugar
2 eggs
2 tsp. vanilla
6 c. flour
1 tsp. baking powder
1 tsp. salt

Cream butter and sugar. Add eggs and vanilla. Mix dry ingredients and add to butter mixture. Mix well. Chill in large pancake shapes wrapped in parchment or wax paper for 1-2 hours. Preheat oven to 350 degrees. Cover baking sheets with parchment paper to prevent cookies from spreading. On surface dusted with powdered sugar, roll dough to approximately 1/8" thick. Use cookie cutters dipped in powdered sugar to cut dough into shapes. Bake at 350 degrees for 8-10 minutes or until just beginning to turn brown around the edges. This recipe makes up to 5 dozen 4-5" cookies.