**Decision Options: What Do You Want To Do With This Action Now?**

Moving conversation and information gathering forward into actions and outcomes requires

a series of decisions, and clarity about the nature of those decisions. The options described

below can be helpful to move beyond endless re-hashing; or use them to inspire creating

your own set of Decision Options.

1. *No Further Action Is Needed*
	1. The work has been completed, or a level above your team has decided that nothing further should be done.
2. *Charter Team Continues The Work*
	1. Either the existing team can take the next steps, or a new team can be created, if the scope of the work has shifted enough to warrant forming a new team.
3. *Table It For Future Work*
	1. It’s an idea that you do not want to lose sight of, but nothing about this needs action in the immediate or near future. You might want to revisit it later and either move it to an actionable place, or delete it altogether.
4. *Link with Others Outside of the OE Team*
	1. The work has either expanded to the point where others need to become involved so that the team can continue to progress, or the scope of the work has changed and now belongs in someone else’s sphere.
5. *Further Discussion Is Needed Within The OE Team Before A Decision Can Be Made*
	1. While an initial discussion occurred, the OE Team wants time for further reflection and conversation. Perhaps additional information will be gathered and brought to the team.
6. *Discussion/Additional Action Is Completed, But Decision Is Still Needed*
	1. This option is most relevant when meeting time is a factor; when the meeting needs to wrap up and there is not enough time to make the decision, or when the agenda is so full that only information can be presented and the actual decision must be delayed for the next meeting.
7. *Name Your Own Option*