



## LOCATION

The Kolbe Company  
Heidi Kolbe, MA  
1129 Firehouse Alley  
Old Sacramento  
California, 95814

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## CONFERENCE FACILITIES

The Kolbe Company is located within the historic Clarendon House in Old Sacramento, California. The office faces a beautiful interior brick courtyard, which provides an ideal setting for patio seating and informal discussion. A fountain and upstairs balconies reflect a "French Quarter" ambiance.

The conference room comfortably seats up to fifteen around a large rectangular table. An adjoining break room provides access to refreshments, a refrigerator and microwave. Multi-media equipment, including projectors, screens, VCRs, fax and a copy machine, is also available, upon request. Many restaurants are located within minutes of the facility, and several of these restaurants offer catering services.

The Kolbe Company rents conference room space for private meetings and retreats. The space is ideal for training sessions and team meetings. An electronic meeting system with up to fifteen laptop computers is available, as well as a facilitator and technographer. Please contact us for a list of rental fees and availability.

## BENEFITS

The benefits to organizations from the services offered by the Kolbe Company include:

1. Improved organizational effectiveness
  - alignment and cooperation
  - establishing new levels of trust and teamwork
2. Enhanced individual productivity
  - building a sense of ownership and commitment
  - moving ideas more directly to action
3. Increased quality of service to constituents
  - high-quality decisions based on full participation
  - inclusive methods that save time and money



Creative Solutions for Organizations

[www.kolbecompany.com](http://www.kolbecompany.com)

# The Kolbe Company

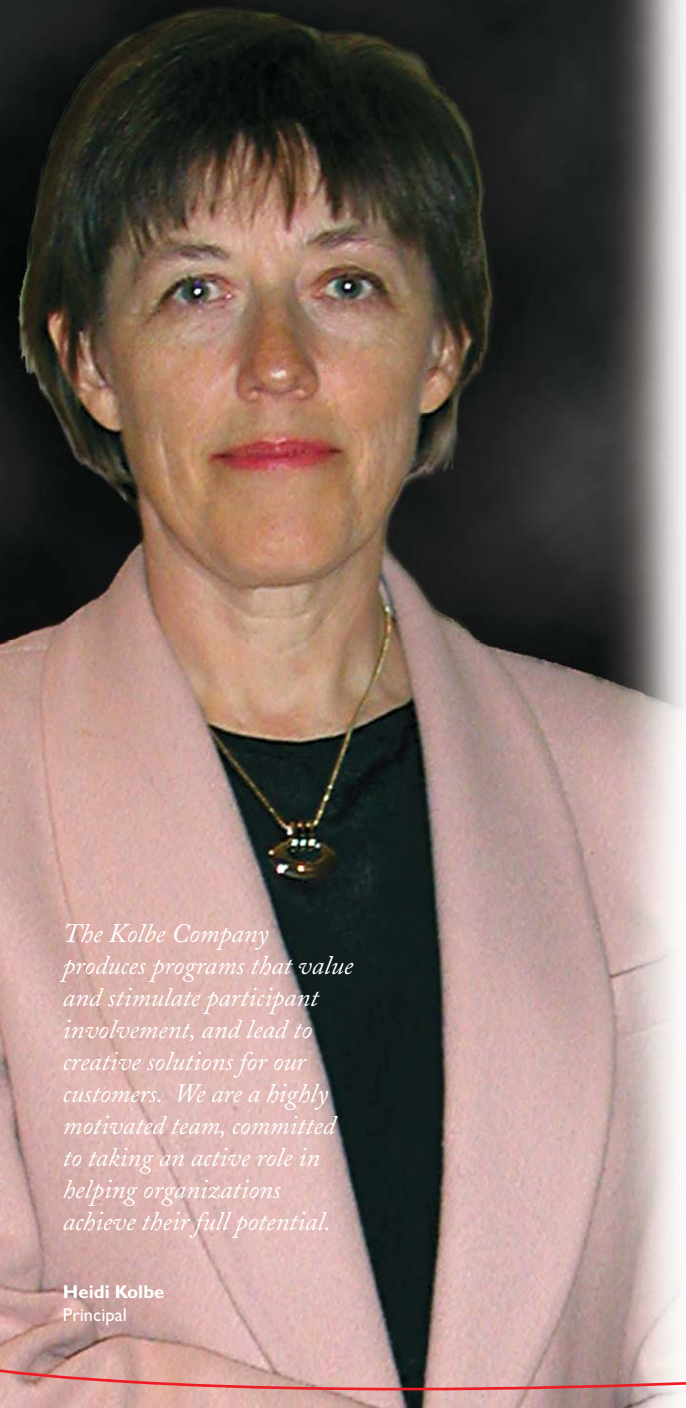


The Kolbe Company is a Sacramento-based firm, specializing in meeting facilitation, organization development, and consulting for state and local government agencies and non-profit organizations. With over twenty years of experience, the Kolbe Company is dedicated to providing professional leadership to enhance organizational effectiveness.

As dramatic changes occur in the marketplace and government agencies, the Kolbe Company integrates a variety of services into a business approach with a focus on where the market is going, not where it has been. Programs value and stimulate participant thinking leading to creative solutions for organizations. Our customers clearly understand the strategic opportunities and the associated standard of excellence that effective leadership provides. We offer a variety of services to help organizations achieve their full potential.

## SERVICES OFFERED

- Training
- Facilitation
- Consulting
- Dispute Resolution
- Electronic Meeting System



*The Kolbe Company produces programs that value and stimulate participant involvement, and lead to creative solutions for our customers. We are a highly motivated team, committed to taking an active role in helping organizations achieve their full potential.*

Heidi Kolbe  
Principal

## TRAINING

Whether for leadership, teamwork, communication, or in-house topics, the Kolbe Company produces and delivers programs that yield results. Our goal is to combine high-quality materials with professional instruction for a stimulating learning environment. All programs are conducted in a seminar style, tapping into and building upon participant experience and knowledge.

Heidi Kolbe, Principal, is certified as a trainer, facilitator, and conflict resolution specialist by several sources. She mentors and trains facilitators. She trains mediators for community mediation centers. Heidi also offers training in the following programs:

- Basic and Advanced Facilitation Skills
- Strategic Planning
- Leadership Development and Coaching
- Organization, Transition and Change Management
- Group and Complex Problem Solving
- Facilitated Action Planning
- Brain Dominance
- High-Performance Team Building

## FACILITATION

The Kolbe Company provides professional facilitation services to guide meetings through the process of organizing an agenda, developing appropriate data for presentation, and utilizing leadership skills to keep the meeting to its intended objectives. The professional facilitator will act as a neutral third party who moderates meetings to a maximum level of accomplishment through expert knowledge of the process, without bias toward any one faction, leading the way to solutions that will leave every participant feeling like a winner.

## CONSULTING

In order for an organization to be effective and efficient, it must have a clear picture of not only its own vision and mission, but a clear understanding of the vision and mission of the organizations it serves. The Kolbe Company helps clients address issues of organization performance and alignment through participatory planning processes that break through entrenched patterns and routines. Clients are then able to more effectively meet the multiple demands and needs of the diverse organizations and the individuals that they serve.

## DISPUTE RESOLUTION

Unresolved disputes can account for enormous hidden costs within organizations. Whether these disputes occur within the management team, across department lines, or among key members of the workforce, the conflict may represent a substantial loss in productivity.

The Kolbe Company offers several levels of dispute resolution as an alternative to difficult personnel actions and costly litigation. Using a mediation model, consultants are utilized to help bring about resolution to many seemingly intractable situations.

## ELECTRONIC MEETING SYSTEM

The Kolbe Company offers assistance to teams, leaders, and facilitators for electronic meetings. Participants use computers to brainstorm ideas, organize ideas, and with a wide array of rating tools, evaluate and set priorities, and instantly view group buy-in. Electronic meeting systems also allow participants to virtually speak in concert, offers options to those participants who are hesitant to voice an opinion, and offers total anonymity when dealing with sensitive situations.

*For a comprehensive overview of the Kolbe Company, please visit [www.kolbecompany.com](http://www.kolbecompany.com)*