

BECOME UNMISTAKABLE

START THE JOURNEY FROM COMMODITY TO ODDITY

MICHAEL D. NOVAKOSKI

Presentation by: Mike Novakoski, President & CEO | January 2019

-010-







MIKE NOVAKOSKI Partner, Become Unmistakable **President & CEO, Elzinga & Volkers**

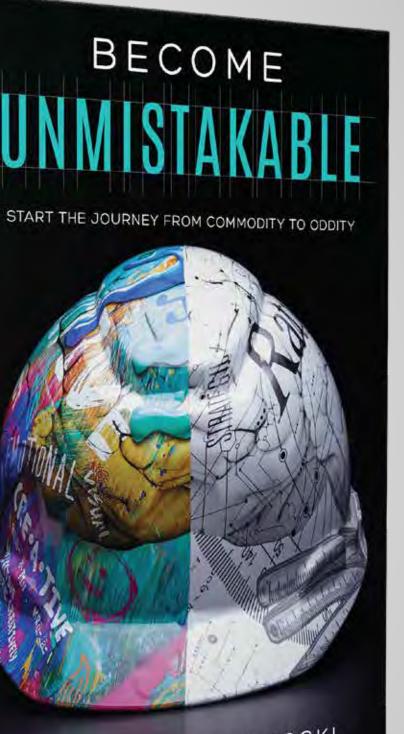
MIKE BYAM Terryberry mbyam@terryberry.com

WOW US AND WIN!

If we address your question during today's live broadcast, you'll receive a complimentary copy of *Become Unmistakable: Start the Journey from Commodity to Oddity* by Mike Novakoski and John Parker!

Q&A will take place at the end of the webcast, but you can submit questions any time using your tool tray no the right side of your screen.

Copies are also available for purchase on Amazon.

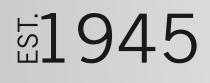


MICHAEL D. NOVAKOSKI





\$100M REGIONAL COMPANY WITH A \$200M NATIONAL PRESENCE













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UNMISTAKABLE LEADER PROGRAM

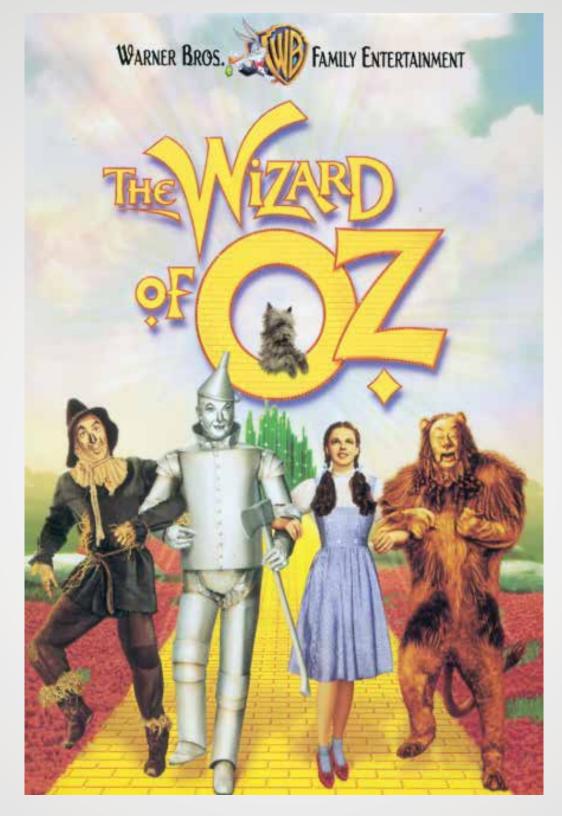


SPEAKING ENGAGEMENTS



CONSULTING

LONGING FOR SOMETHING BETTER?



LONGING FOR SOMETHING BETTER?



LONGING FOR SOMETHING BETTER?





BE AWARE OF THE TOGGLE. KNOW WHEN TO SWITCH IT.

RIGHT BRAIN

Intuitive Emotional Visceral Cognitive Creative Spatial Approximate Artistic

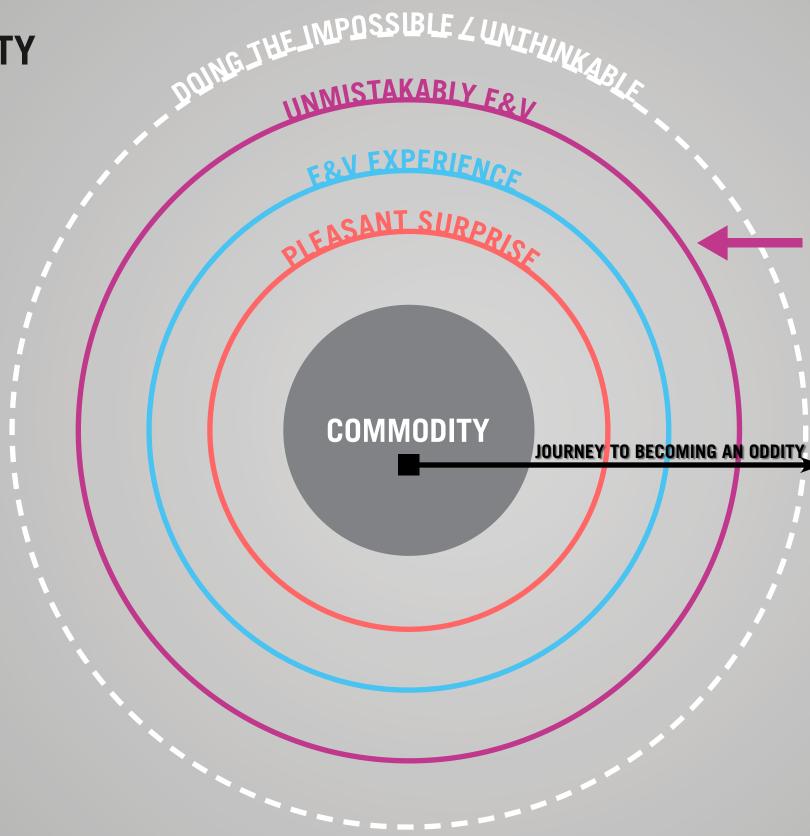
LEFT BRAIN

Analytical Mathematical Pragmatic Scientific Black & White Sequential Practical Detailed

Our Journey FOCUS ON THE JOURNEY, NOT THE DESTINATION.

Greg Anderson

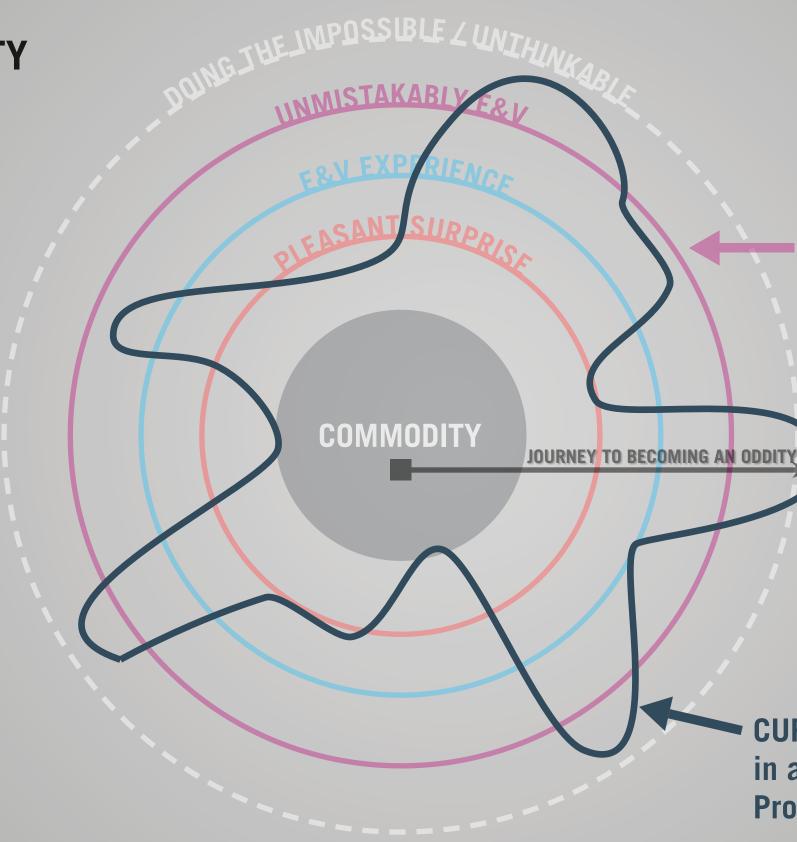
THE JOURNEY FROM COMMODITY TO ODDITY



CURRENT IDEAL

CONTINUOUS IMPROVEMENT

THE JOURNEY FROM COMMODITY TO ODDITY

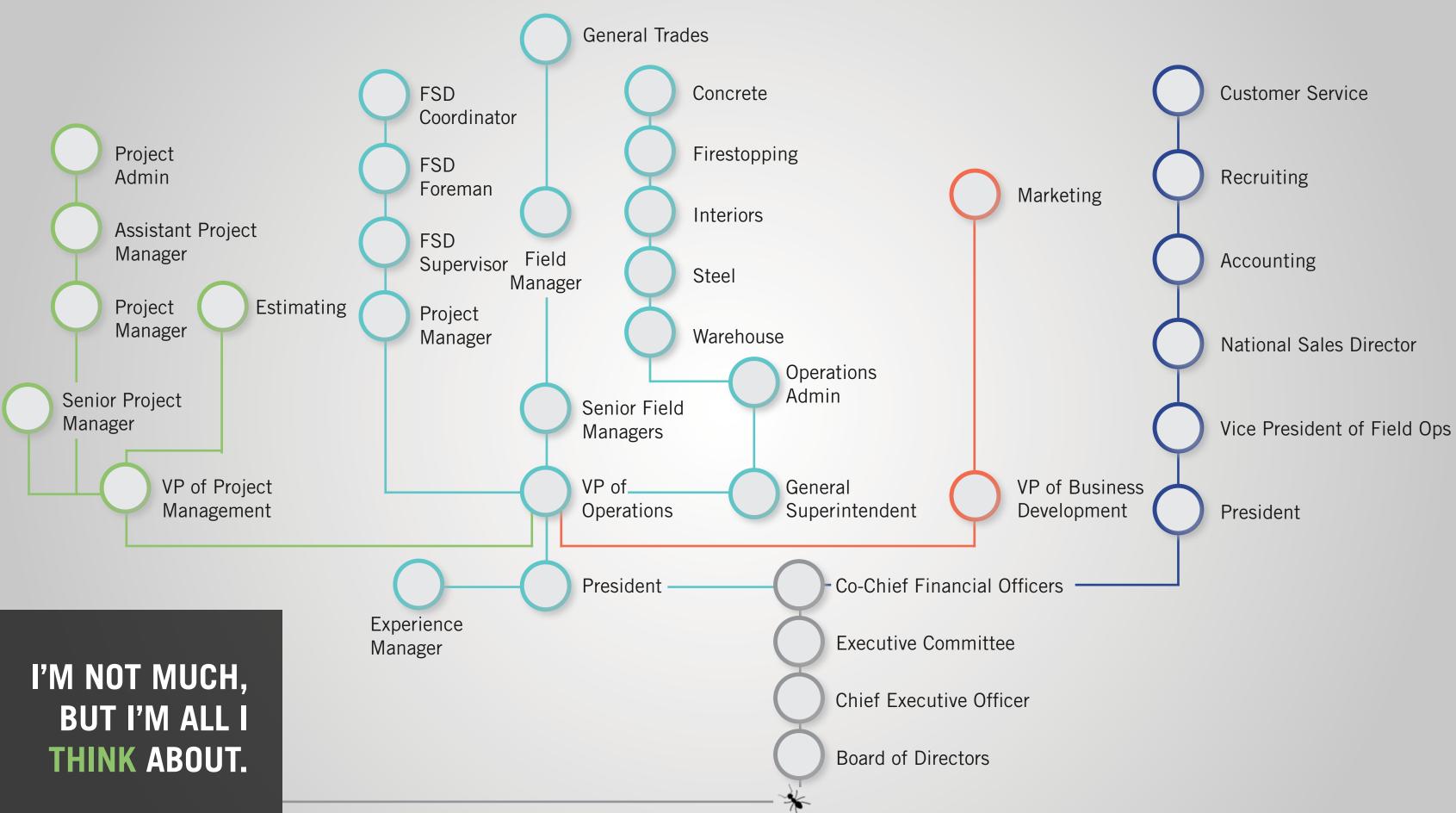


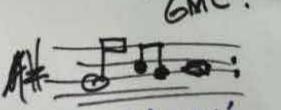
CURRENT IDEAL

CONTINUOUS IMPROVEMENT

CURRENT REALITY: We are living in all areas at any given time. Progress, not perfection!

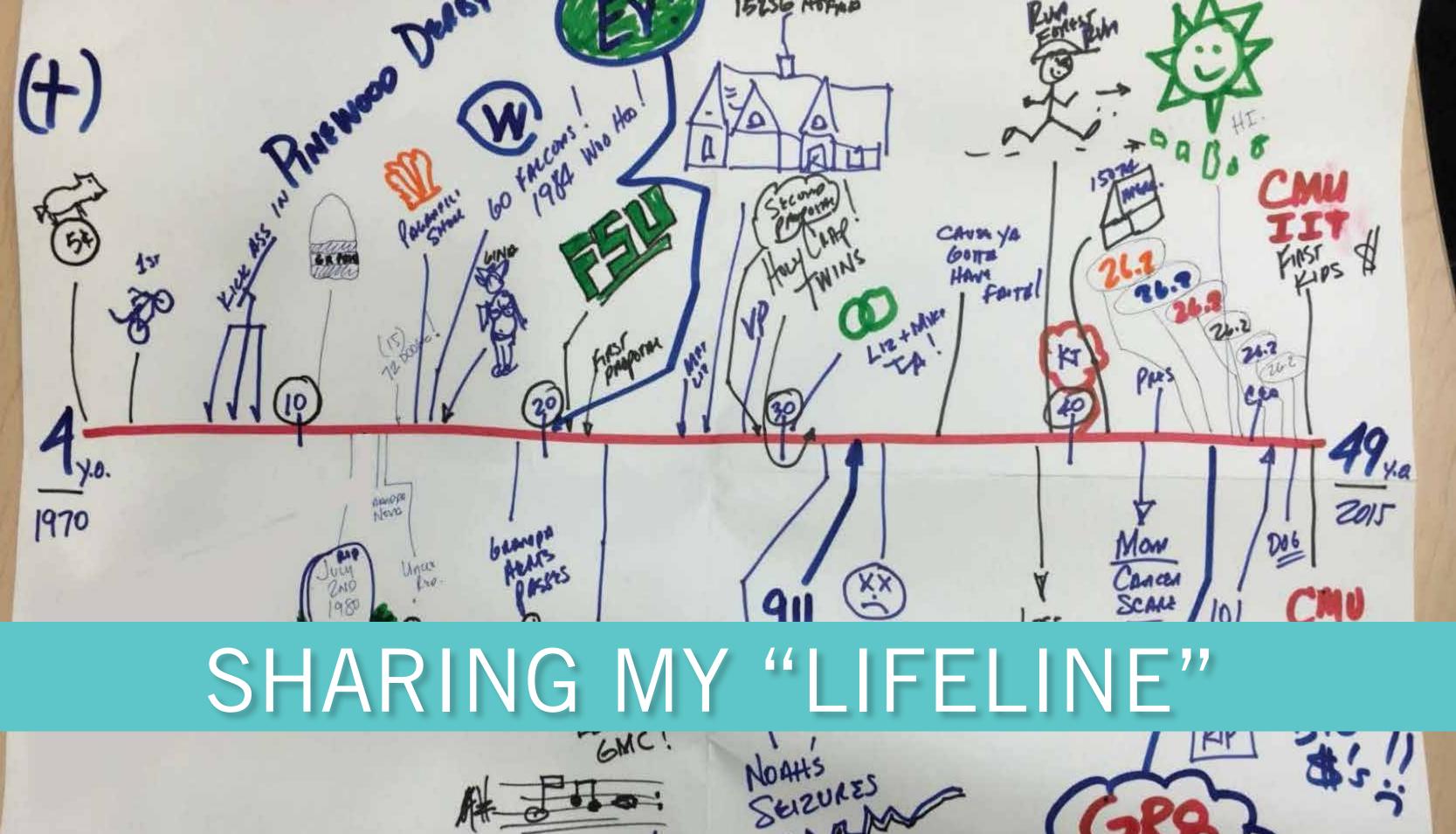






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A Glimpse into an E&V Retreat

MEANINGFUL, MEMORABLE, UNMISTAKABLE





RESPECT & ACKNOWLEDGMENT.

Trade Contractor Swear Box



CONTRACTOR ROUNDTABLES Agenda

Welcome (5)

3

4

5)

6

- **Communication Starter (20)**
- Participant Updates/Sharing (60)
- Host Topic (30)
- Address "Parking Lot" (25)
- Conclusion (10)
- **Determine Next Host**
- **TOTAL 2.5 Hours**



BROADLY IMPACT YOUR COMMUNITY





ELZINGA VOLKERS Date 2-15-2017 ELZINGA VOLKERS \$1,000 Pay to the D+D Building One thousand dollars 00/100 _____ Dollars For Superbowl Squares Elginge & Others no 2-15-2017 ELZINGA WOLKERS - Andy J Egan Ca \$1,000 Supernoun Squares Elericant lo

AVOIDING FINES OR CHERISHING TIMES?















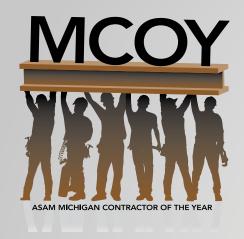












AND COMPANIES TO WORK FOR

MI CONTRACTOR OF THE YEAR CRITERIA

BID ETHICS & PRACTICE SAFETY JOBSITE SUPERVISION COMMUNICATION SCHEDULE COORDINATION **PROJECT RELATIONS** LIEN PROCESS ADMINISTRATIVE PROCEDURES PAYMENT TERMS QUALITY WORKMANSHIP

BEST & BRIGHTEST CRITERIA

RECRUITMENT, SELECTION & ORIENTATION EMPLOYEE ENRICHMENT, ENGAGEMENT & RETENTION COMPENSATION, BENEFITS & EMPLOYEE SOLUTIONS **DIVERSITY & INCLUSION EMPLOYEE EDUCATION & DEVELOPMENT COMMUNICATION & SHARED VISION** WORK-LIFE BALANCE EMPLOYEE ACHIEVEMENT AND RECOGNITION COMMUNITY INITIATIVES



WHAT CRITERIA WOULD YOU BE RATED ON?



TOOLS TO ENGAGE EMPLOYEES

Blueprint for Success[™] Talent Sieve[™] Corporate ABS[™] uMap[™]



BLUEPRINT FOR SUCCESSTM ONBOARDING IN AN UNCOMMON WAY



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// decimal adjust
// results in syst

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THE EVOLUTION OF ONBOARDING

Checklist

SOP

Buddy System

"It takes a village!"



Standard Operating **Procedures**

Please Read

TRAINERS, MANUALS, AND VIDEOS







CONSTRUCTION PROFESSIONALS

Name: Caleb Benedict Title: General Trades Laborer Hire Date: 6/18/18 Cell #: 231-288-7589

ALL EMPLOYEES			
Item	Person Responsible Completion Status		
Title / Rate of Pay	Tammy K.		
Physical / Drug Test	Tammy K.		
Notification of New Hire	Tony R.		
Photograph	Marketing		
Employee Info Packet	Tammy K.		
Benefit Information	Tammy K.		
Company Gifts	Morgan W.		
Employee #	Tammy K.		
Contact Lists	Norma F.		
Hard Hat / Safety Glasses / Ear Protection	Morgan W.		
Safety Skills	Jamie S.		
Background Check	Tammy K.		
Create Email Account	Morgan W.		
Welcome E-mail	Marketing		

FIELD MANAGERS & OFFICE EMPLOYEES			
Item	Person Responsible	Completion Status	
Laptop Setup (email, signature, groups)	Morgan W.	N/A	
Mailbox (warehouse or office)	Norma F.	N/A	
Cell Phone (provided or reimbursed)	Jenna G.	N/A	
Vehicle (provided or reimbursed)	Tony R.	N/A	
Business Cards	Marketing	N/A	
Press Release	Marketing	N/A	
Professional Photograph	Marketing	N/A	
Resume	Marketing	N/A	
Timesheet	Office Buddy	N/A	
Update Org. Chart	Morgan W.	N/A	

FIELD MANAGERS					
Item	Person Responsible	Completion Status			
Manuals (Site Superintendant, Quality Standards, MSDS)	Brian W. / Rachel A.	N/A			
Cards (fuel, home depot, lowe's, menards)	Jamie S.	N/A			
	OVEES				
	••==•	Completion Status			
Item	Person Responsible	Completion Status			
	••==•	Completion Status N/A			
Item	Person Responsible	•			

THE NEW HIRE CHECKLIST



CONGRATS! WE ARE PUTTING YOU IN CHARGE OF ANOTHER HUMAN!

You have been chosen to be an office buddy for Bryan Ray. He is starting on Monday, July 16th at 8:00 AM. His office is located in EV Group, across from Mike P.

PRIOR TO THEIR ARRIVAL:

- Please get them a card welcoming them to the team. Also, you will need to get » them a small gift. This is not something big, just a nice gesture – ie. Flowers, candy, notebook, coffee mug, etc.
- Setup lunch on their first day with them, yourself and the 5 EC members. »

DAY OF ARRIVAL:

- You are responsible for greeting them when they arrive. You will also need » to show them where their office and your office is located, where the closest restroom is, and where the breakroom is.
- Review their first day schedule. »
- Walk them down to Rachel's office » so she can review the Blueprint for Success program.
- Check in throughout the day to see if » they have any questions.

FOLLOW-UP:

- Check in at least once a day through » the first week.
- Setup a lunch meeting after 30 days to » see how things are going.

"THE ROPES"

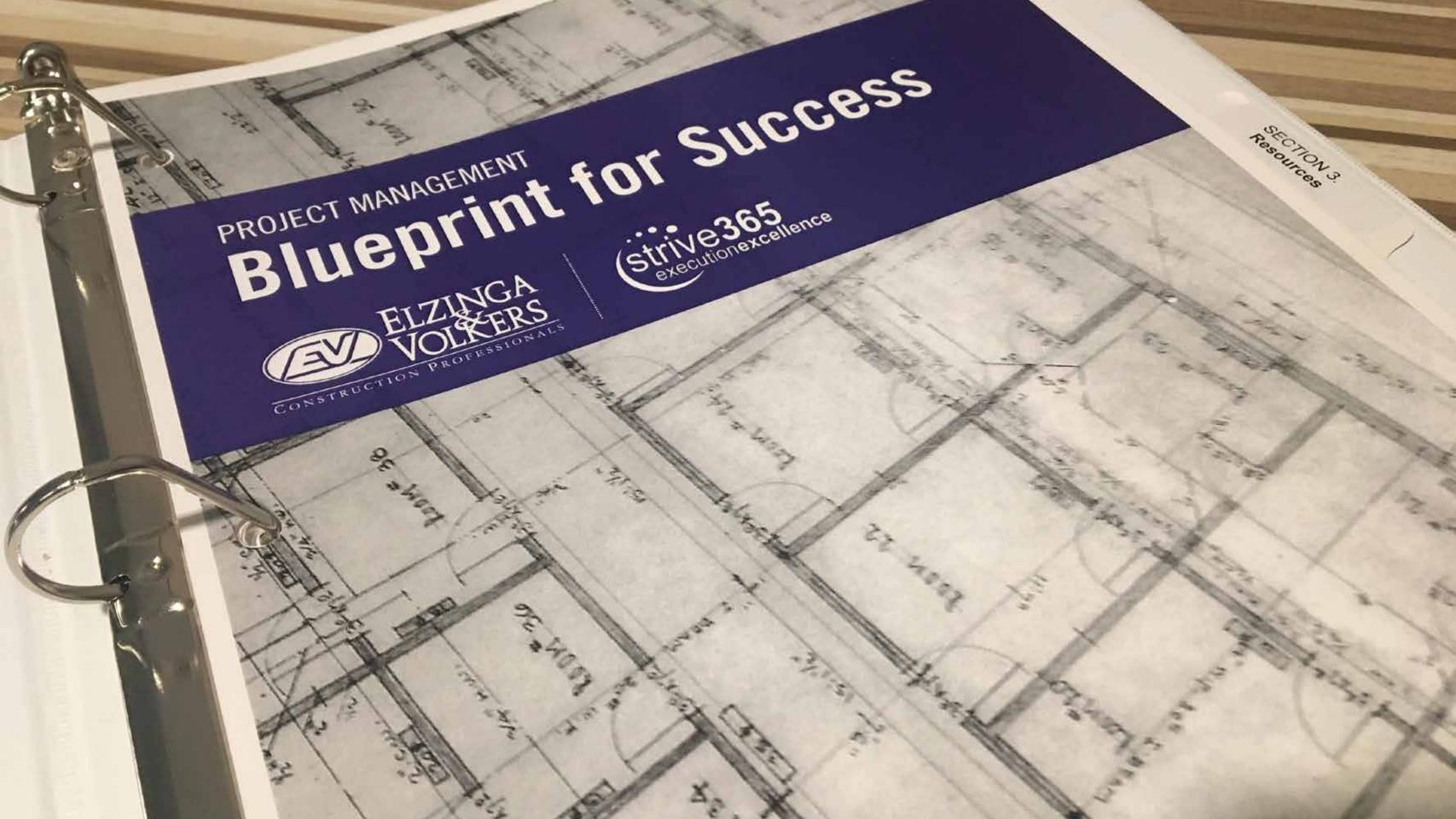
- What do most people do for lunch? »
- Should I be early for meetings? »
- Casual Fridays and what that means at EV. »

THE OFFICE **BUDDY SYSTEM**



THE NEW WAY SUCCESS IS OWNED BY ALL EMPLOYEES

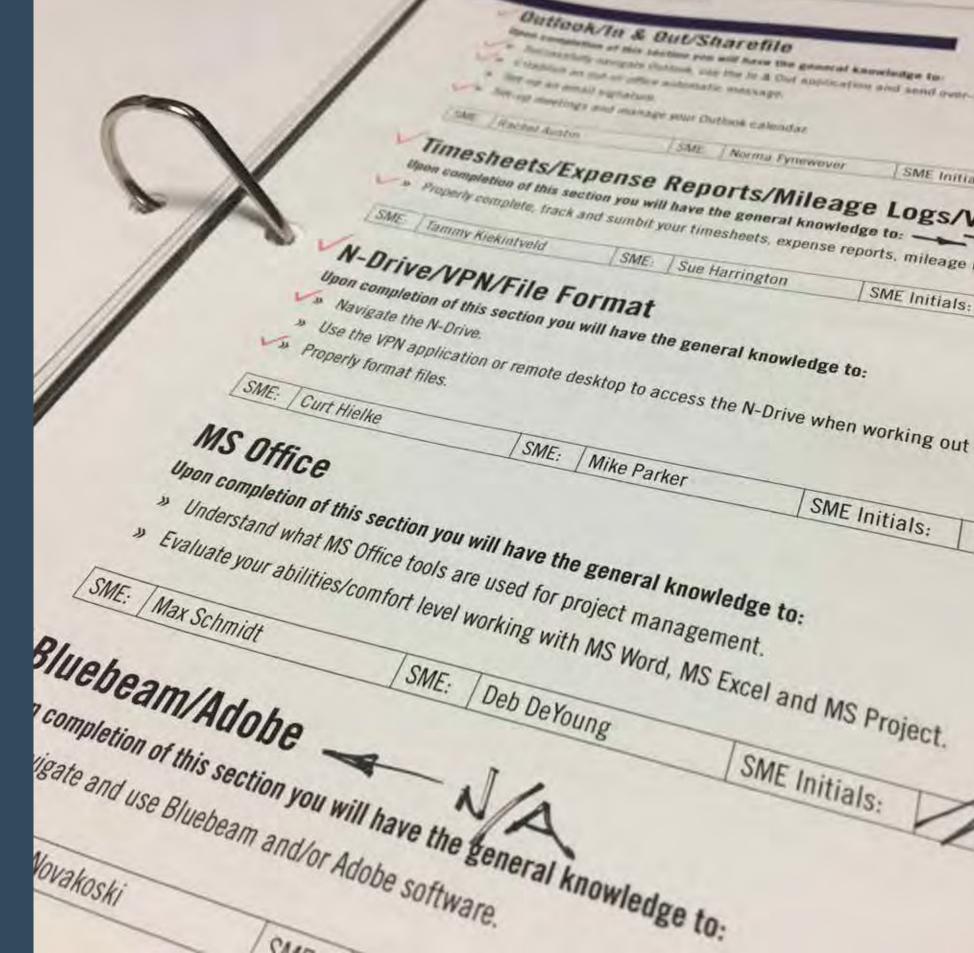




SUCCESSFUL LAUNCH OF A NEW **EMPLOYEE RELIES ON SMEs (SUBJECT MATTER EXPERTS)**

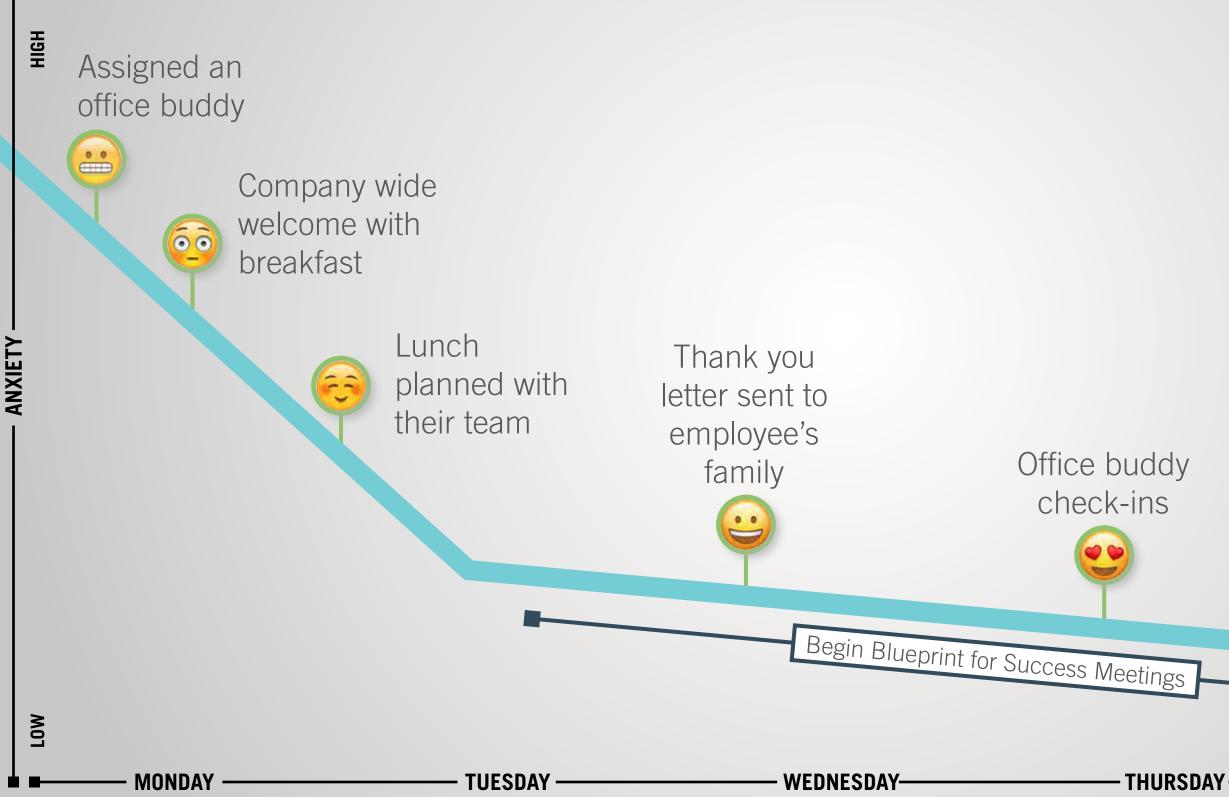
NEW EMPLOYEES ARE BROUGHT UP TO SPEED QUICKLY BY A TEAM OF PEOPLE

NEW EMPLOYEES CONNECT PERSONALLY WITH MANY COWORKERS IN THE FIRST **FEW WEEKS**



Outlook/In & Out/Sharefile tions of mice provident prim sold forces the general Americantge for manufactor exception electronic outer the to it. Out applications and send over-signed files via Shore I Made and and an order and an and an article and an art Service and and manage sour Duttook calendar Timesheets/Expense Reports/Mileage Logs/Vacation Upon completion of this section you will have the general knowledge to: Property complete, track and sumbit your timesheets, expense reports, mileage logs and vacation SME Initials: » Use the VPN application or remote desktop to access the N-Drive when working out of the office. SME Initials: SME Initials:

CONNECTION & REDUCING ANXIETY





Acknowledgment at the Savoring your Successes meeting



FRIDAY

CORPORATE ABS™

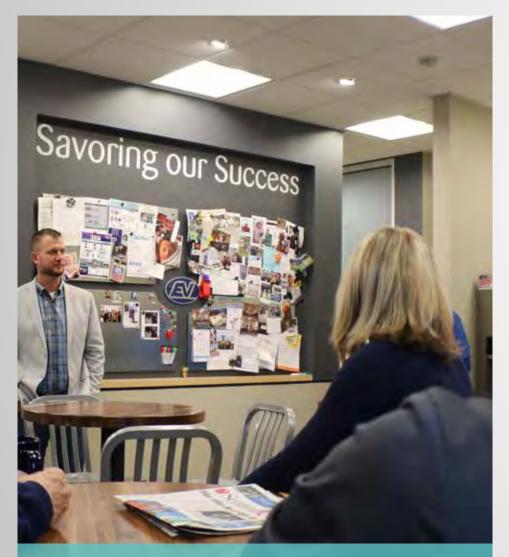


ARTIFACTS





BELIEFS



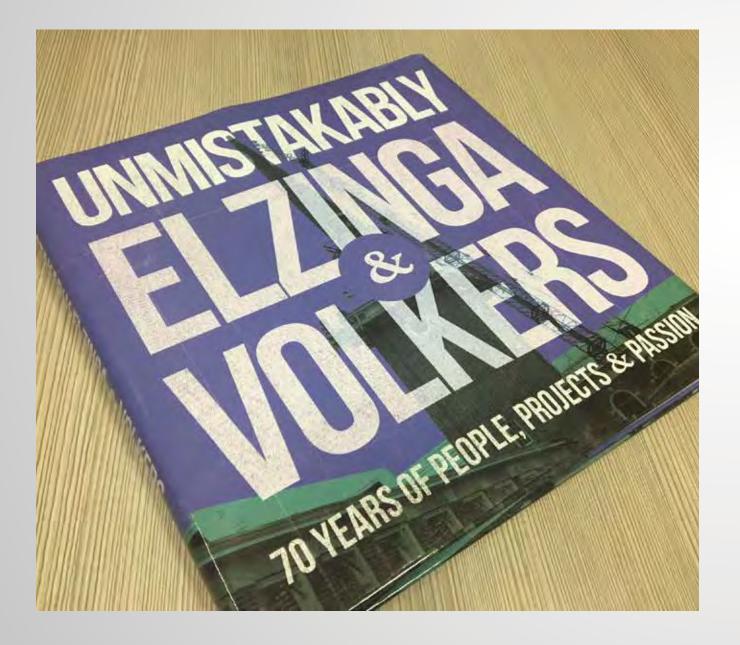
PEOPLE BEFORE PROFITS





smart365

STORIES





12' WOODEN SHOES



WARRIOR DASH

INTRODUCING THE POWER OF THE uMap

Become Unmistakable Hi, Mark! It's time to tap into the power of the whole brain We believe in the power of the whole brain just like we believe in recognizing the whole person. Characteristics from both sides of the brain create a complete image of a person's whole self. uMapping is a process that encourages a greater use of right-brain which can be a bit uncomfortable when you first begin. Left-brain characteristics **Right-brain characteristics Detail Oriented Big picture thinker** Sequential Intuitive Logical **Emotional intelligence** Knows Believes Safe Adventours Linear Holistic Strategic Imagination Select a template for your company We bedress mitte power of the whole to air and \$40 we believe in recomming a a took at the descriptions being and consider where you may fit.





WHAT IS A uMap[™]?

MEANINGFUL CONNECTION (DRIVES TRUST & VULNERABILITY) A "LEFT" AND "RIGHT" BRAIN DASHBOARD A SNAPSHOT OF THE WHOLE PERSON (PERSONAL AND PROFESSIONAL) USED TO CREATE CLARITY AND ALIGNMENT AN EMPLOYEE ENGAGEMENT TOOL



IMPORTANT PEOPLE & PETS

**

SUPER POWERS





You are on the path to creating meaningful connections

Yahoo! You're done and feeling accomplished.

Share my uMap

Feeling connected to your coworkers and building relationships in the workplace allows you to be more in tune with the overall wellbeing of your organization. Sharing your uMap[™] is one way to begin that journey. Choose to share publicly with everyone in the organization or choose to just share with your manager and direct reports. It's totally up to you, but the more you share, the better we connect.

Share my uMap with everyone.

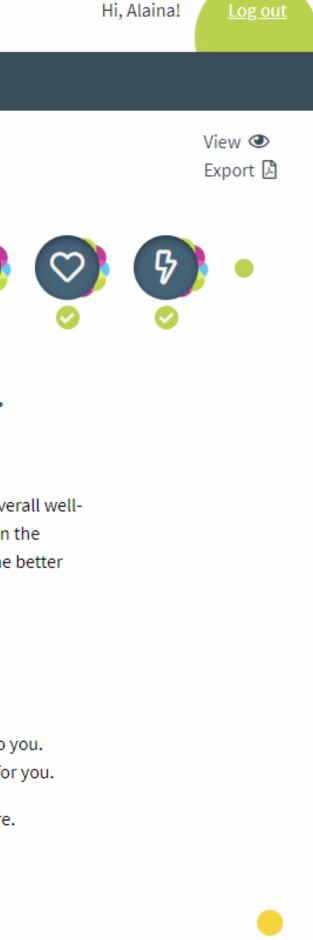
Share my uMap with my manager and direct reports.

Use my uMap

Share your completed uMap with your supervisor. Talk about how you chose your inspirational quote and what it means to you. Discuss your Super Powers and how they impact your team. Let your supervisor know what a great day at work looks like for you.

Display your uMap™ in your workspace. Share it with your co-workers. Begin making connections in ways you hadn't before.

Save and View uMap



Complete this section

What are your top responsibilities?

Responsibility #1

Actively manage marketing operations (team, tasks, & budgets)

Responsibility #2

Creatively produce high quality marketing materials to support current bu

Responsibility #3

Develop strategies to increase department efficiency by defining areas of i

Responsibility #4

Lead the company through a brand refresh/rebranding

Responsibility #5

Pursue growth and learning opportunities to get involved in office leaders

Save and continue

✓ View Previous Skip for now >





Top Responsibilities

- 1. Extend our brand into all areas of each of the three companies
- 2. Support and assist in development of EV Group
- 3. Continue to develop new, innovative culture-building initiatives
- 4. Work to build scalable "Become Unmistakable, LLC" products and a thriving business to help others in their journey
- 5. Share our stories with anyone (or group) that will listen; be the public face!

Professional Goals

1 Year: Graduate from Harvard Business School OPM 53 Program -March 2019

3 Year: Build or acquire a fourth, diversified company based off our unmistakable business platform

5 Year: Have a third & fourth book written

Oracle Content Development and Coaching

Training needs (short-term): Public Speaking -Messaging to 1,000+ Audiences

Training needs (long-term): Leadership -Ongoing "30,000 ft" CEO Education

Trusted Resources

Tony Roussey

Joe Novakoski

Mike Novakoski

President & CEO

Hire date: 6/6/88



A great day at work means: ш

R

<

Ω

I've had meaningful connection with my team. We had a level of conversation that only exists because of the incredible trust and vulnerability that exists. I am thrilled with the win(s) that someone on my team shared and got to experience this joy with S them. ш

Flaundres)

PERSONAL GOALS

1 Year: Run the New York City Marathon in November 2019

3 Year: Run Boston Marathon

5 Year: Get an in-depth health screen at a reputable national clinic

COMMITTED TO **BUILDING THE BEST VERSION OF** ME

Award Worthy

UNIVERSAL

UNMISTAKABLE

FAVORITES

Food Wood-fired Pizza Drink Ice Cold Arnold Palmer Spicy Flavored Chips/Snacks Candy Dark Chocolate SPORT AMERICAN FOOTBALL Hobby Woodworking Color Yellow Restaurant The Chop House Way to be recognized A Hand-written Note



Liz Novakoski Bride of 22 Years Jun 14

Noah Novakoski #1 Son 5/14/97

Madison Novakoski Favorite Oldest Daughter 5/14/97

Faith Novakoski Favorite Middle Daughter 10/21/04

KT Novakoski Favorite Youngest Daughter 2/16/07

Bella (Bouvier des Wife's Best Friend 12/25/14

2 Little Guinea Pigs KT's Litter

Three Horses



SUPER POWERS

At home: I can fix anything. I am blessed with a high level of mechanical inclination.

At work: Getting people to understand a vision and get excited about it

Be so good they can't

Ignore you

- Steve Martin

My uMap was completed on January 12, 2019 and powered by Become Unmistakable.

THE REAL PROPERTY AND ADDRESS OF THE PROPERTY AND PROVIDE ADDRESS OF THE PROPERTY ADDRESS OF THE PROPE

Annies self reflection

Company

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Finalize the review

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Comments

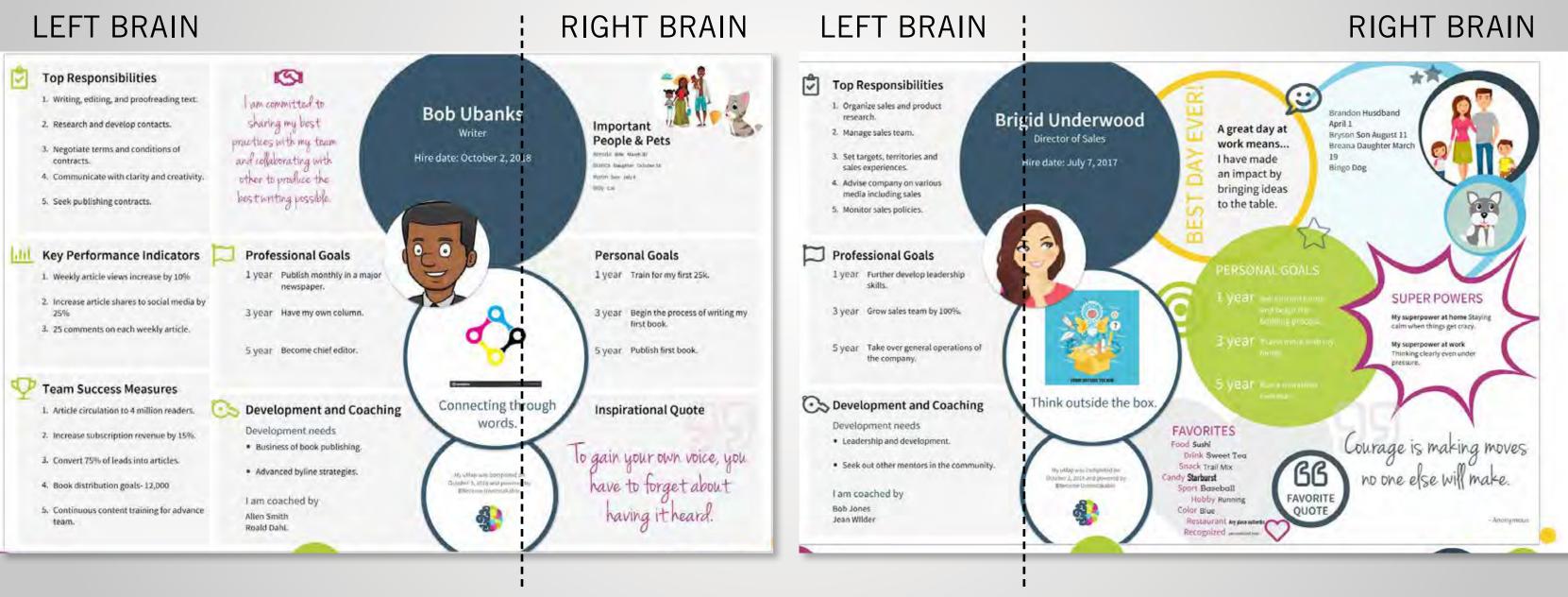
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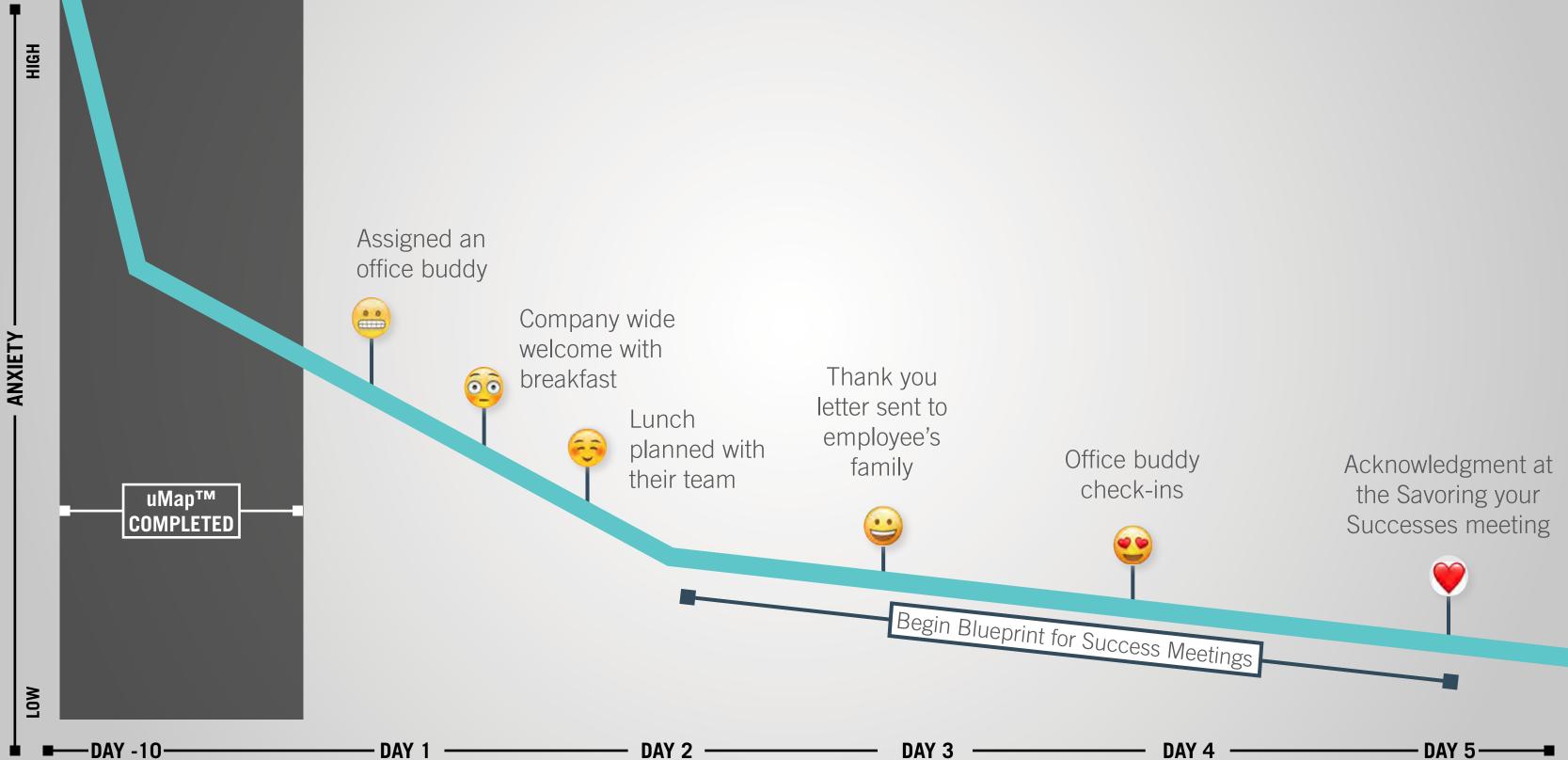


EMPLOYEE OWNED AND DRIVEN 30-60 MINUTES TO MAKE COLLABORATION INVOLVED

MAPS FOR DIFFERENT LEVELS OF VULNERABILITY



IT'S ALL ABOUT CONNECTION



A STORY OF uMap™ **APPLICATION**

Last Will and Testament LAST WILL AND EXPENSES I direct that all my absolute discret TESTAMENT I further direct Said taxes 5 without root included in

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WHAT THE uMap[™] DID FOR E&V

0% VOLUNTARY TURNOVER

WORTHY OF 8 NATIONAL AWARDS

UNBELIEVABLE LOYALTY AND CONNECTION TO EACH OTHER

BOTTOM LINE MARGINS INCREASED

W "MY TOWN IS THE PLACE WHERE MY HA WHERE MY VOTE IS CAST, IT IS WHERE M DWELL, AND WHERE MY LIFE IS CHIEFLY "MY TOWN HAS A RIGHT TO MY CIVIC LOVA "MY TOWN WANTS MY CITIZENSHIP, NOT MY P MY DISSENSION; MY SYMPATHY, NOT MY P MY TOWN SUPPLIES ME WITH PROTECTION THE RIGHT TO FREE MORAL CITIZENSH THE BEST THINGS I SHOULD SEEK HELP TO SUPPRESS. "T AKE IT ALL IN -ALL. IT IS MY TOWN I ONLY WISH I KNEW	AND IT IS ENTITLED TO THE BEST TH	MY NEIGHBORS PORT IT. FFERENCE. CHURCHES, AND THAN OTHERS. IGS I SHOULD ERE IS IN ME''	WY "MY TOWN IS THE PLACE WHERE MY HOU WHERE MV VOTE IS CAST, IT IS WHERE MY DWELL, AND WHERE MY LIFE IS CHIEFLY LI "MY TOWN HAS A RIGHT TO MY CIVIC LOYAL "MY TOWN WANTS MY CITIZENSHIP, NOT MY PAR MY DISSENSION : MY SYMPATHY, NOT MY PAR MY DISSENSION : MY SYMPATHY, NOT MY PAR MY DISSENSION : MY SYMPATHY, NOT MY PAR MY TOWN SUPPLIES ME WITH PROTECTION. T THE RIGHT TO FREE MORAL CITIZENSHIP THE BEST THINGS I SHOULD SEEK TO HELP TO SUPPRESS. "T AKE IT ALL IN -ALL. IT IS MY TOWN AN I ONLY WISH I KNEW W
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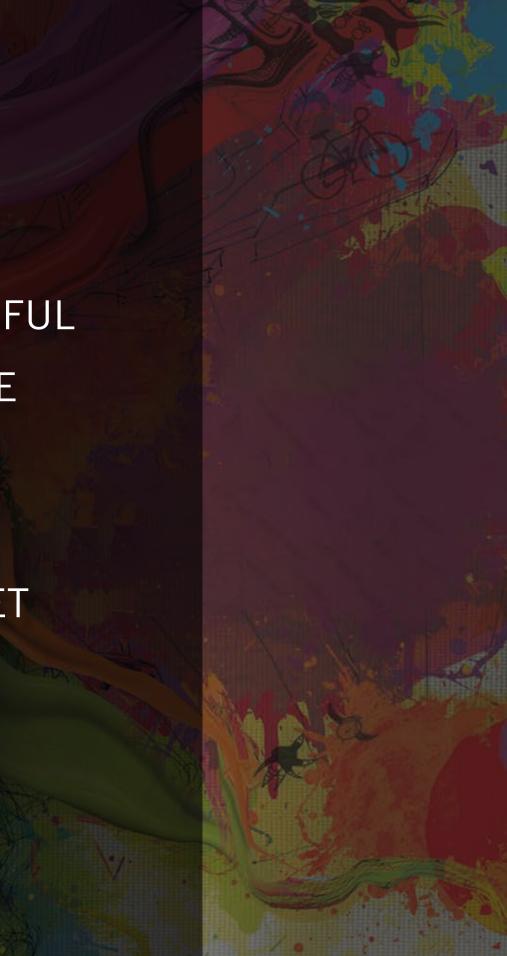
TOWN ISE IS FOUND, WHERE MY BUSINESS IS LOCATED, AND CHILDREN ARE EDUCATED, AND WHERE MY NEIGHBORS IED. IT IS THE HOME SPOT FOR ME. Y. IT SUPPORTS ME AND I SHOULD SUPPORT IT. TISANSHIP; MY FRIENDLINESS NOT ITICISM; MY INTELLIGENCE NOT MY INDIFFERENCE. RADE, FRIENDS, EDUCATION, SCHOOLS, CHURCHES, AND IT HAS SOME THINGS BETTER THAN OTHERS. MAKE BETTER; THE WORST THINGS I SHOULD ND IT IS ENTITLED TO THE BEST THERE IS IN ME" HO WROTE THIS. J.O.WINTZELL,SR where my PASSICA is located, my children were and where my neighbors _. It is the home spot for me. VALUED 7 . It supports me and I should support it. CARATINY PRIDE No REPEATIS Nonas stor 23 not my ; my my Rosume : my HEART not my MARTER SECEMETINESS I FICATION_ SHEETY 51220 NAME NOT WELLBER JUALETY over graning - STATE DE IN SUPPORT BEARE, and the wrec TO DO MORE (FRANCE REINTCASE things I should seek to for things ; the worst things I. It is my company and it is entitled to

WHAT WE'VE LEARNED

TRUST AND VULNERABILITY ARE POWERFUL LEADERSHIP MUST SET THE EXAMPLE EMPLOYEES REALLY LOVE IT AWARDS COME EASILY BREAK OUT OF A COMMODITY MINDSET









For information on: • Leadership Training • Team Retreats • Booking a Speaking Event contact Become Unmistakable at

www.becomeunmistakable.com 1.800.253.6391 info@becomeunmistakable.com



For more information and a short video on implementing the uMap[™] software in your organization, visit www.myumap.com

To contact Mike Novakoski, email morganw@becomeunmistakable.com

THIS PRESENTATION QUALIFIES FOR ONE CPHR, ONE HRCI, ONE WORLDATWORK AND ONE SHRM RECERTIFICATION CREDITS



HRCI ORG-PROGRAM: **377076**

SHRM Activity: **19-WQVRG**







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