A Recap from Jenna Piché's FEI Eastern Wisconsin Presentation

Thank you to everyone who joined us last night in Green Bay! As promised, here's a comprehensive recap of our discussion on designing organizational systems that protect your team's most valuable resource: their attention.

The Problem: We're Busy But Not Productive

Here's what we're facing:

- **85% of professionals** end their workday feeling busy but not productive
- Knowledge workers receive an average of **275 interruptions per day -** that's one every **3 minutes!**
- **68%** of workers report **insufficient** uninterrupted **focus time** during work day

The result? Strategic thinking, innovative work, and even the core responsibilities people were hired to do simply aren't getting accomplished.

The Capacity Gap

We're stuck in a fundamental mismatch:

- **53% of managers** say they need more productivity from their people
- **80% of workers** say they have no more time or energy to give

This isn't a motivation problem—it's a systems problem.

The Solution: Deep Work Through Focus Culture

Deep work means professional activities performed in distraction-free concentration that push your cognitive capabilities to their limit. These efforts create new value, improve skills, and are hard to replicate.

A **focus culture** is an organization that protects attention as its scarcest resource, where people accomplish meaningful work during regular hours and can truly leave work at work.

The 5-Step FOCUS Framework™

F - Find Your Drains

We started by identifying what fragments our attention with:

[Personal Attention Assessment](#): Participants recognized where their attention is going and then reflected on their most productive weeks.

Time/Energy/Impact Audit: We evaluated where time actually goes and whether it aligns with what gives us energy and creates impact. Everyone identified at least one item they could eliminate, automate, or delegate immediately.

O - Organize Around Common Language

Using the tennis ball demonstration with our brave volunteer Kevin from UW Green Bay, we illustrated how we juggle competing priorities without clear guidance on what to hold onto and what to drop.

Then we reviewed the **5 Behaviors of Productive Professionals** who end their day feeling satisfied (not just exhausted):

1. **Sustainable Routines** - Balancing intensity with recovery
2. **Priority Setting** - Daily "Big 3" with realistic goals
3. **Work Rhythms** - Planning, time blocking, and protecting focus blocks
4. **Task Initiation** - Starting complex work immediately, not procrastinating
5. **Boundaries** - Strategic subtraction and priority protection

Teams who are on the same page with these behaviors can use language to talk about how the work gets done with clarity and less wasted time.

Critical insight: Individual training doesn't sustain change. Team-wide systems and shared language work because we're **3.5x more likely** to maintain new habits when we have shared language and our teams support them.

C - Create Agreements

Every team has unwritten rules that create friction:

- New hires struggle to understand communication norms
- People waste time guessing how to communicate
- Conflict arises from violated expectations no one knew existed

The Solution:

1. **"How to Work With Me" Guides** - Each team member documents their working preferences, focus times, and communication styles
2. **Team Communication Charter** - A living document covering:
   ○ Which communication channels to use for what purposes
   ○ Expected response times for each channel
   ○ How new work gets assigned
   ○ Meeting protocols and deep work protection

This charter gets reviewed quarterly and enforced through kind accountability.

U - Upgrade Behaviors

Teams don't do what leaders say—they do what leaders do.

We identified the contradictions between what we ask of our people and what we model ourselves. If you want your team to have boundaries and prioritize deep work, you must visibly do the same.

Action items from last night:

- Identify one habit you're currently modeling that you're uncomfortable with
- Choose one positive habit that would positively impact your team

S - Systematize for Sustainability

Without systems, good intentions fade. We discussed several frameworks:

[Five Meeting Framework](#) (from Donald Miller) - Strategic approach to meeting management

Team Priority & Update Tracker - Ensures:

- Clarity on company priorities
- Visibility into team priorities
- Individual priorities that roll up to organizational goals
- Transparency to help people realign when needed

Measuring Focus Culture Success:

1. Completion rate of weekly "Big 3" priorities
2. Hours spent in deep work each week
3. Completion time on strategic initiatives

The Forgetting Curve: People forget 90% of what they learn the moment they leave the room. Weekly reinforcement of priorities and focus practices is essential.

Summary

Organizations that prioritize deep work and focus fundamentally transform the daily experience of work:

- **From:** "I'm constantly behind" → **To:** "I have a clear sense of progress"
- **From:** "I'm drowning" → **To:** "I'm doing my best work"
- **Result:** Retain your best people and gain competitive advantage in the marketplace

How much farther could you be? Could your team be? Could your organization be—if you actually had the space to focus and do deep work?

What could change? What would that make possible?

Next Steps & Resources

I'm rooting for each of you as you implement these strategies. For continued support:

Connect with me on LinkedIn for regular productivity tips and insights, including:

- How to Stop Your Work Brain From Following You Home
- 10 Ways to Declutter Your Calendar and Your Life

I'd love to hear about the focus practices you implement and what you accomplish in the deep work you prioritize.

Together, we can create organizations where people do their best work during regular hours—and actually have lives outside of it.

Jenna Piché is a Team Productivity Consultant and international speaker who helps organizations create sustainable, high performance cultures through her proprietary FOCUS Culture Framework™. With over 20 years of corporate leadership experience and credentials as a Functional Diagnostic Nutrition Practitioner and Full Focus Certified Pro, she brings a unique perspective combining organizational systems expertise with functional health knowledge.