

Attachment B
Task Force on Discipline System Metrics and Monitoring:
Proposed Work Plan

1. Meeting Frequency and Duration

The Task Force is expected to hold one stand-alone meeting per month between December and April, in addition to meetings held in conjunction with the full Board.

Stand-alone meetings will be substantive working sessions, with an expected duration of approximately four hours. Meetings held in conjunction with regular meetings of the full Board will be one hour in duration and will be used chiefly to report on the Task Force’s work to the Audit Committee and interested Board members, and to formalize the results of the stand-alone meetings.

2. Tentative stand-alone meeting topics:

Month	Agenda Topics
December	<u>Current Situation:</u> <ul style="list-style-type: none"> ○ Discipline System Overview ○ Issues With Backlog As A Metric ○ Performance Framework for OCTC
January	<u>Expeditiousness Metrics:</u> <ul style="list-style-type: none"> ○ Mainline cases ○ Pipeline cases ○ Holds and Abatements ○ Special cases
February	<u>Quality Metrics:</u> <ul style="list-style-type: none"> ○ Quantitative indicators ○ OCTC self-audits
March	<u>Efficiency Metrics:</u> <ul style="list-style-type: none"> ○ Demand volume ○ Output and unit costs
April	<u>Prepare Report:</u> <ul style="list-style-type: none"> ○ Review and revise recommendations & report ○ Review and revise legislative language

This schedule will allow reporting out to the Audit Committee and the full Board at the regularly scheduled Board meeting on May 10th.

Note: this work plan is subject to change at the discretion of the Chair of the Task Force.