

AGENDA ITEM

III (A) February

DATE: January 24, 2012

TO: Members, Audit Committee

FROM: John Chiappetta, Budget Director

SUBJECT: Task Force on Discipline System Metrics and Monitoring Work Plan – Adoption of

EXECUTIVE SUMMARY

At its meeting on September 18, 2011, the Board of Trustees voted to establish the Task Force on Discipline System Metrics and Monitoring and charged it with “recommend[ing] changes and improvements in how we can measure and report on the OCTC’s productivity.” Since the establishment of this task force, staff and task force members have developed a work plan to accomplish its charge. The Task Force is required to report its progress to the Audit Committee. This agenda item seeks the Audit Committee’s approval of the Task Force’s scope of work and its work plan.

BACKGROUND

Since its creation, the Task Force has met a number of times to define the project scope, identify deliverables, and set a time frame for completion of its charge. Working with Task Force members, staff prepared a proposed project scope and a draft work plan which were adopted by the Task Force at its November 3, 2011 meeting. The target date of the final report, including specific recommendations, is the May 10th – 11th Board meeting.

ISSUE

Shall the Audit Committee adopt the Task Force’s proposed scope and work plan attached (Attachment A and Attachment B, respectively) which target the May 10th – 11th meeting of the Audit Committee and of the full Board for adoption of its recommendations?

DISCUSSION

Typically, the State Bar’s fee bill is introduced in February, with hearings beginning in May. If the Audit Committee and the full Board approve the Task Force’s recommendations and proposed legislative language at its May 10th – 11th meeting, it

should be possible for the legislature to consider the amendments during its 2012 session.

FISCAL / PERSONNEL IMPACT:

None.

RULE AMENDMENTS:

None.

BOARD BOOK IMPACT:

None.

RECOMMENDATION

Staff recommends that the Audit Committee adopt the Metric Task Force's proposed scope attached as Attachment A and the proposed work plan attached as Attachment B.

PROPOSED TASK FORCE RESOLUTION:

Should the Audit Committee agree with the above recommendation, the following resolution would be appropriate:

RESOLVED, that the Audit Committee concurs with the staff recommendation and deems it approved.