

February 27 Monthly Check-In Summary

	Milestone	Timeline	Notes	Risks
1	Onboard Taskforce Members	January 2020	Orientation completed Jan. 31	Outstanding administrative requirements need to be finalized (trainings, admin forms, etc.)
2	Onboard Taskforce Support Staff	March 2020	3 of 9 staff started, 2 identified and will soon start, 3 outstanding	Detail announcement did not identify qualified Council or Economist.
3	Define research approach and timeline	March 2020	A comprehensive list of topics and themes have been recorded, now the Members are refining topics and contents	Support staff is needed to support Taskforce Members
4	Public Request for Information	April 2020	Initial draft completed 2/21 with an anticipated 45-day comment window from 3/16-4/30	Aggressive timeline will require expedited Bureau clearance and fast publication at OMB
5	Private Roundtables	March 10, 2020	Topics will be _____, and invitations have been sent to numerous community, industry, and academic groups.	
6	Public Listening Sessions	March 12-13, 2020	Members will be in listening mode as they introduce key questions from RFI	
7	Bureau Meetings	April 2020	Bureau has been accommodating thus far to engagements with the Taskforce. Follow ups for clarity will continue during the entire duration of the Taskforce.	
8	Draft Working Table of Contents	April 2020	A working table of contents is available in tab 2 of the briefing memo.	

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 9 Obtain all research needed to begin crafting full report June 2020

High Level Schedule

	Jan - Mar 2020	Apr - Jun 2020	Jul - Sep 2020	Oct - Dec 2020
Initiation <ol style="list-style-type: none"> Onboard Taskforce Members Onboard Taskforce Support Staff Define all opportunities for review 	Present - Mid-March			
Prioritize, Learn, and Confirm <ol style="list-style-type: none"> Public Request for Information Private Roundtables Public Listening Sessions Bureau Meetings Draft Working Table of Contents 	February - April			
Analysis <ol style="list-style-type: none"> Obtain Research needed to begin crafting full report Draft topic and theme analyses 	March - July			
Recommendations <ol style="list-style-type: none"> Engage Federal and State Partners on potential recommendations Draft recommendations base on intergovernmental engagement & research 	July - November			
Clear, Socialization & Close Out <ol style="list-style-type: none"> Refine report contents Submit initial draft to clearance Final Report 			<div>☆ Clearance 11/17</div> <div>Late-November - Feb</div>	

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High Level Schedule

	Jan 2021	Feb 2021	Mar 2021	Apr 2021
Socialization 16. Provide Prudential Regulators of readout 17. Provide Bureau Stakeholders of readout 18. Publish Report 19. Conduct Hill meetings on Legislative recommendations	January 2021 – End of February			
Closeout 20. Ensure records management requirements are met 21. Taskforce Members Offboarding 22. Director reviews report and selects recommendations 23. Create actionable plan to implement recommendations 24. Taskforce Support Staff Offboarding 25. Taskforce Charter Expires	Early January 2021 – Mid-March			