

Rosemarie Leclair

From: Rosemarie Leclair
Sent: March 13, 2017 6:01 PM
To: Karen Evans; John Bozzo
Cc: Neil Brodie
Subject: Coms work priorities
Attachments: KAREN - Action Log - March 2017.xlsm

d\plainKaren, John, thanks for providing this priority list. It is helpful in seeing where time is being allocated.

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d\plainA few comments/ questions...some of which may not be yours to answer.....

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d\plainI see the Managers meeting...it was to be scheduled for the 24th... That date in my mind is firm... but it is not in my calendar..so I suspect it's also not on managers... John, Neil..not sure who owns scheduling vs logistics..but that needs to get done. It's not the first time we've had a managers meeting, so I am sure there is a protocol. In terms of workload, I don't think there is anything beyond logistics..but this meeting is on site.... The agenda is really about our public face, show new logo, web site, consumer charter, consumer panel, and community meetings...and a big chunk for a brown bag....

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d\plainAll staff meeting shows as April 3...I think that was to be pushed off to the end of April..Neil and Julie probably have more info on it...For me, the first step is the agenda...so that we are not scrambling at the last minute...But this is something that Carol I'm sure with our HR team can handle

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d\plainEDA speech...I've provided a new outline..I note the date shows as March 28..I'm actually giving the speech on the 27th

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d\plainConsumer Protection guidebook... that is a new one for me..not sure what that is , and who the client is..So March 28 seems unrealistic

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d\plainThere are a bunch of items that we are tracking to "release" at the end of March (Brand, consumer charter, consumer panel report)..but we've not even seen the items or the release plan... so again seems unrealistic

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d\plainI see the Annual Compliance Plan for April 10th..but we've never talked about content, format, and release..I always thought that was part of the Annual Report timing...

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d\plainI don't see Annual Report listed..but I assume work is starting on that...

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d\plainI see media briefings on April 17...not sure why we are doing these or whether we should... timing is not great...GRAM, RPP...disconnection

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d\plainI don't see anything re communications around the end of the disconnection ban...but maybe Brian is handling.

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d\plainIt seems to me that we have a lot on the go...that we seem to be tracking a lot/perhaps too much stuff to March and April...particularly if we plan to use internal resources...that some deadlines may be a little optimistic given where we are at with the planning and approvals....and that some of the timing may be discretionary, and perhaps should be reconsidered.

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d\plainThat's my observation...based solely on the document. I think we need to be realistic at this point on what we can actually get accomplished ...it needs to be quality work, not just a check mark against a to do list. That means both in terms of the content, the opportunity for solid review and approval internally, and a proper well thought out release strategy. And we can't have people working day and night seven days a week to get stuff done...

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d\plainI leave it to you to consider...

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