June 15 Monthly Check-In Summary

	Milestone	Target Deadline	Notes	Risks
4	Request for Information (RFI)	April 2020	Comment window closed on 6/1/2020. Initial readout provided to Taskforce Members on 6/18, and final written summary to be completed by 6/30.	Feedback from public may be limited due to COVID-19, so the team will relay heavily on Call for Evidence feedback as well as public research
5	Stakeholder Roundtables	March 10, 2020		
6	Advisory Committee Listening Sessions	March 12-13, 2020	New milestones have been added to this document account for an updated public engagement plan.	Pandemic impacted the teams external engagement strategy. An updated public engagement plan was released via blog.
7	Bureau Meetings	April 2020	Discovery meetings completed.	
8	Draft Working Table of Contents for Volume I	April 2020	Table of Contents for volume 1 is included in briefing memo, tab 1.	Report recommendations will be supported by analysis outlined in volume 1 as well as by feedback from RFI and public engagement.
9	Obtain all research needed to begin crafting Volume I	June 2020	Only targeted ad hoc inquiries remain.	
10	Draft topic and theme analyses (i.e. Vol I of the report)	August 2020	First drafts of nearly every chapter were reviewed virtually 6/15-19. The team anticipates having nearly near final draft by end of July.	Members are writing concurrently to avoid serve repor by a s possi

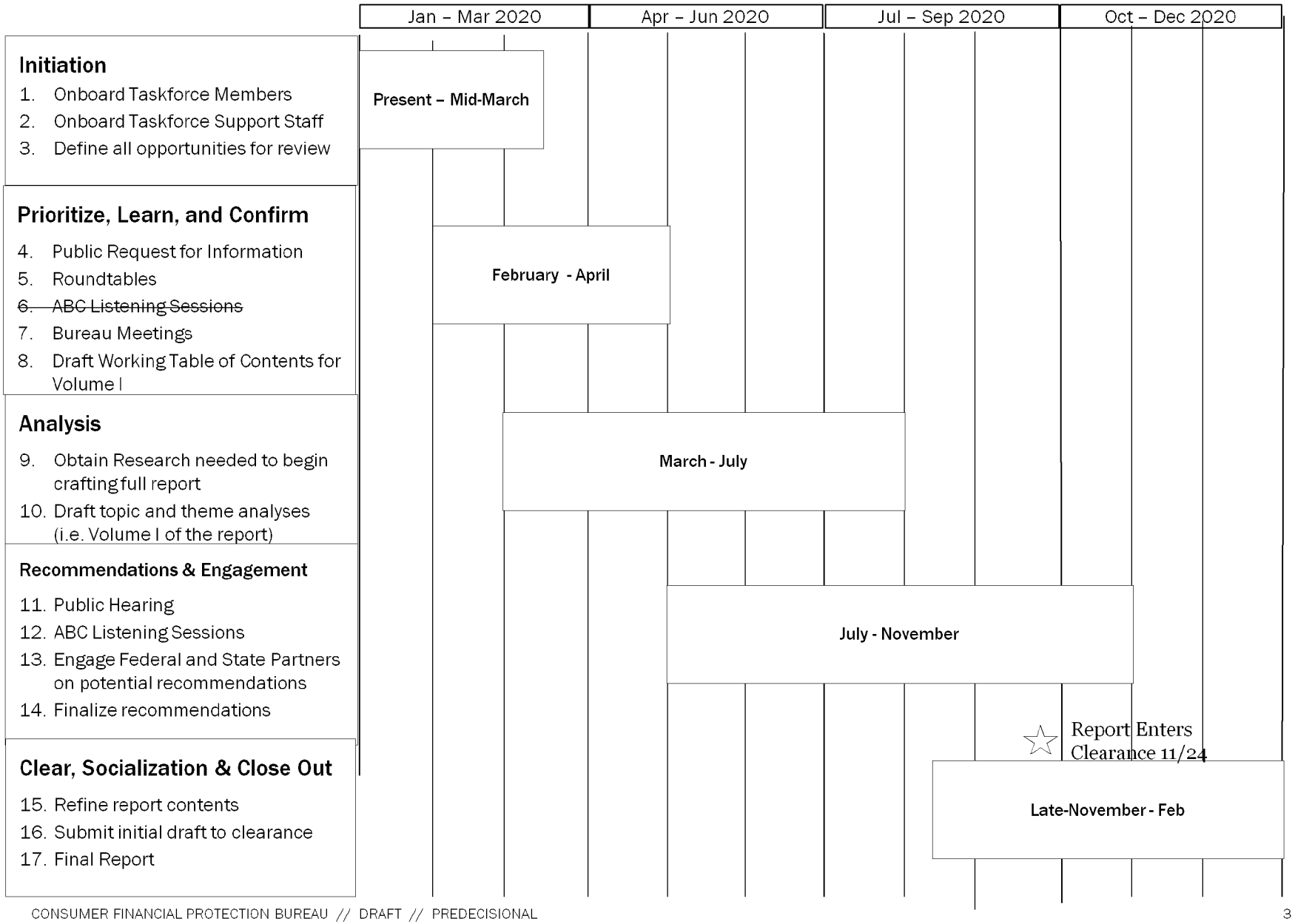
Status Key	
Not started	No risk
At risk	Delayed
Complete	Cancelled

June 15 Monthly Check-In Summary

	Milestone	Target Deadline	Notes	Risks
11	Engage Federal and State Partners on potential recommendations	July 16, 2020	Recently added public engagement event. Details to be shared prior to finalization.	State and Federal engagement events to be added to the milestone schedule when final.
12	ABC Listening Session	September 3, 2020	Recently added public engagement event. Details to be shared prior to finalization.	This will replace the March 13 ABC Listening Session, and will be used to refine final recommendations.
13	Engage Federal and State Partners on potential recommendations	September-October 2020	Strategy for engagement in final stages and will be shared.	
14	Finalize recommendations	October 31, 2020		
15	Refine report contents	November 2020	Team plans to be onsite 11/16-20 to conduct final revisions of report.	
16	Submit initial draft to clearance	November 24, 2020	On schedule to enter clearance on 11/24.	Team working to develop clearance process by early fall.
17	Final report delivered to Director	January 29, 2021		
18	Provide Bureau Stakeholders a readout	January 8, 2021	This will not be the first time Bureau stakeholders have gotten to see the report, but it will be the first it is shared in totality.	The team will work to avoid details leak

Status Key	
Not started	No risk
At risk	Delayed
Complete	Cancelled

Milestone Schedule



High Level Schedule

