



Association of Workers' Compensation Boards of Canada
Association des commissions des accidents du travail du Canada

Financial and Statistical Data Comparability Committee - AWCBC Workplan

Executive Sponsor: Peter Federko	Committee Chair(s): Ron Helmhold; Lorena Trann (vice-chair)	Date Updated: November, 2013
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Mandate	<i>Defines expectations / responsibilities. Facilitates better focus on objectives and activities by which the committee operates.</i>
To manage, support and promote activities related to the development and maintenance of statistical and financial indicators and data comparators.	

Goals	<i>Based on your mandate, set realistic and specific goals. What is the long-range aim? What do you hope to achieve?</i>
1. Produce and maintain a comprehensive, comparable set of statistical and financial data allowing stakeholders to make valid cross jurisdictional and national comparisons of Workers' Compensation system performance	
2. Contribute to the identification, analysis and development of data and indicators for AWCBC Members to promote more focused prioritization of issues for education/training, information sharing of best practices and opportunities for evidence based discussions	
3. Foster an understanding of the Key Statistical Measures and their value to AWCBC Members	

Objectives	<i>Set objectives that define the results/outcomes expected. Objectives must be: focused on a result, not an activity; specific; related to time; consistent; measurable; attainable</i>
1. Committee Members agree annually on a set of key financial and statistical indicators which, on the basis of a high degree of comparability, will foster a greater knowledge and understanding of WCB operations, (in conjunction with the substantial uniformity in financial statements).	
2. Committee Members agree that the data and indicators are completed on a timely basis and promote more focused prioritization of issues for education/training, information sharing of best practices and opportunities for evidence based discussions.	
3. Committee Members agree that fostering an understanding of the Key Statistical Measures is important	

Activities	Target Date	Resources	Budget	Status
<p>1. Publish annual key statistics and performance indicators externally, ensuring definitions and methods used result in consistent and comparable data.</p> <p>1.(a) Confirm validity of CFO involvement in KSM process and usefulness of the KSMs. Review terms of reference.</p>	Fall (annual)	<p>(KSM) Working Group (a representative from each jurisdiction who provides data)</p> <p>Quality Assurance Group</p> <p>AWCBC Staff</p>	None	<p>Majority of 2012 KSMs have been published as of November 2013.</p> <p>It was confirmed that CFOs are the appropriate group to oversee the KSM mandate.</p>
<p>2. Study/analyze potential measures, suggest deletions, and make recommendations regarding steps to improve uniformity.</p>	Ongoing, Spring and Fall CFO Meetings	<p>Chairs of Working Group (Guillaume Baril and Betty Ma)</p> <p>(KSM) Working Group (provide data as necessary)</p>	None	Ongoing
<p>2.(a) Request for new KSMs from other Committees</p>	As required		None	Ongoing
<p>2.(b) Optimize current list of KSMs. Explore potential for reduction of published KSMs.</p>	Subgroup to update at Fall 2013 CFO Meeting	<p>Subgroup – Ann Schultz (SK), lead; Mark Heywood (BC); Guillaume Baril (QC); Len MacDonald (NWT/NU); AWCBC Support</p>	None	<p>Survey complete. Detailed review of individual KSMs to potentially be discontinued to begin May 2014.</p>

Activities	Target Date	Resources	Budget	Status
3. Conduct other studies as assigned by the Executive Committee and produce reports or presentations that contribute to a better understanding of WCB financial, statistical or program activities of interest to WCBs.	As required	As required	None	Ongoing
3.(a) QuikStats Collect and distribute QuikStats to Presidents/CEOs.	Ongoing	Jurisdictional QuikStats Working Group members (provide data as necessary) AWCBC Staff	None	Ongoing
3.(b) Ongoing monitoring of financial statement changes Prepare briefing for Presidents/CEOs on financial changes such as occupational disease and IFRS4.	Ongoing		None	Ongoing. Draft briefing note prepared.
4. Present educational orientation of KSMs to Board of Directors and other AWCBC Members and propose further education across jurisdictions. 4.(a) In preparation, look for trends. Focus on interpretation of data based on linkages among indicators and to significant industry events/objectives. 4.(b) Collaborate with Communications Committee to help communicate the purpose and value of KSMs	Board of Directors' Meeting; Congress and Learning Symposium (standing item)	Financial and Statistical Data Comparability Committee Member Working Group Member	None	KSM educational orientation to be added to Board of Directors' agenda, Congress and Learning Symposium as appropriate. Inquire if there are opportunities to include KSM education at future Congresses and Learning Symposia.