Information Technology Committee - AWCBC Work Plan

Executive Sponsor: Richard Deacon	**Committee Chair(s):** Harmeet Jagpal; Gillian Salmond	**Date Updated: May 10, 2022**

Mandate	**Defines expectations / responsibilities. Facilitates better focus on objectives and activities by which the committee operates**
	The AWCBC CIO/IT Directors Committee works collaboratively to improve IT investments in workers' compensation organizations through shared best practices and common solutions where possible.

Goals	***Based on your mandate, set realistic and specific goals. What is the long-range aim? What do you hope to achieve?***
	1. To build a network of technology leaders who share expertise, best practice, knowledge, and resource materials.
	2. To seek out opportunities to leverage common tools or solutions in order to provide leverage, information sharing, and interoperability.
	3. To identify emergent technology trends, risks and issues to support IT strategic planning across jurisdictions.

Objectives	**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**
	1. To establish quarterly meetings to share best practices, including a sub-committee structure on identified areas of interest for reporting back to the Committee.
	2. To work with IJA Committee to assess the feasibility of a common, approved solution for secure data sharing.
	3. To build a roadmap for key technologies and services across jurisdictions to support goals #2 and goal #3.

	Activities	Target Date(s)	Resources	Status	Budget
1	Establish quarterly meeting cadence for best practices, emerging, trends, issues and risks.	June 30, 2022	Harmeet, Gillian		
2	Identify subject areas of interest for subcommittee structure for reporting back to the large groups (e.g. business transformation, ERP, Microsoft 365, remote support).	October 30, 2022	Harmeet, Gillian		
3	Evaluate opportunities for a central repository for information sharing.	January 31, 2023	TBD based on Activity #2		
4	Committee members to provide assistance in selecting partner for AWCBC's National Data System Update project.	May 2022	Robert Bruce		