

Action items from recommendations in report

#	Action	Status
1	Improve the communications with stakeholders via formal channels, including the website. Make changes to the website to address opportunities identified in report.	Revised stakeholder engagement web pages by end of March, 2008.
2	Establish common terms of reference for committees, working groups, and panels.	Standard template to be rolled out to the stakeholder committees and groups, starting in April, 2008
3	Establish common templates for all agendas and minutes for meetings.	Standard template to be rolled out to the stakeholder committee and groups, starting in April, 2008
4	Address the need for a consistent level of skills required to chair and facilitate meetings.	Needs assessment of regular committee/working group meetings - completion date June, 2008. Actions tailored to address gaps identified; may include training. Completion date September, 2008.
5	Establish a one-page issue summary for each topic. Identify why the topic is important - by stakeholder sector, what are the impacts, and what is it the IESO is asking the stakeholders to provide input on.	This will now be included in all stakeholder engagement plans.
6	Refine the existing stakeholder engagement principles as defined in the report.	To be published by end of March, 2008.
7	In the stakeholder engagement plans, identify stages and roles – ie. →dialogue → deliberation → IESO decision making	This will now be included in all new plans.
8	Identify clear roles for senior managers in the stakeholder engagement processes including identification of the sponsor role.	This will be included in all new plans.
9	Identify ways to engage underrepresented stakeholder sectors.	We will identify opportunities through consumer forum initiatives and outreach activities. Special needs will be identified in the stakeholder engagement plans.