

**Public Service and Trust Commission  
Accountability Committee  
Organizational Meeting  
January 18, 2008 – 3:30 PM**

- I. Welcome and Meeting Overview
- II. Overview of Committee Tasks
  - A. Develop Outcome Goal
  - B. Develop Strategies
  - C. Develop Activities
- III. Mini-training Session on outcome goal, strategies, and activities
  - A. Characteristics of an Outcome Goal
    - 1. What is it meant to accomplish?
    - 2. Why is it necessary?
    - 3. How will it be measured?
  - B. Characteristics of Strategies
    - 1. What are they meant to accomplish?
    - 2. Why are they necessary? (impacts)
    - 3. How will they be measured?
  - C. Characteristics of Activities
    - 1. What are they meant to accomplish?
    - 2. Why are they necessary?
    - 3. How will they be measured?
- III. Review of Material
  - A. How information was obtained
  - B. How information was analyzed and organized
  - C. What material the committee is receiving
- IV. Tasks for next meeting
  - A. Review the committee charge
  - B. Review the bullets and supporting materials
  - C. Charge will be to create a general outcome goal based on the bulleted items
- V. Establish meeting schedule and timeline