

Goal	Responsible Entity	Purpose	Estimated Date of Completion
Task Force approval on drafted tools	Task Force	Approval for tools to include on website and include the toolkit	Each full Task Force meeting
Communication plan drafted for vote	Commission staff	To outline goals for communications for 2017	April 4, 2017
Release Interim Report	Commission staff	To update the public about Task Force progress and goals	April, 4 2017
Publish website under construction	Commission staff	Unveil structure of work	April, 4, 2017
Finalize materials to be made available	Task Force	Approval for tools to include on website and include the toolkit; those produced or identified by Task Force	November 13, 2017–January 2018
Focus Group	TBD	Audience feedback about information	November 13, 2017–January 2018
Final toolkits	Commission staff; contractor	For release at conference	March 2018
Final website	Commission staff; Task Force	For release at conference	March 2018
Conference	Commission staff; UC Davis;	Information directly to stakeholders	April 10, 2018

Meeting Date	Meeting Type	Time and Location	Teleconference Locations
April 4, 2017	Full Task Force; Equal Pay Day; Interim Report and Landing Page Release	10 AM–4 PM Sacramento, Ca.	As needed
May 25, 2017	Joint Subcommittee	TBD	As needed
June 1, 2017	Full Task Force	10 AM-4 PM TBD	As needed
August 17, 2017	Joint Subcommittee	TBD	As needed
September 14, 2017	Full Task Force	10 AM-4PM TBD	As needed
October 6, 2017	Joint Subcommittee	TBD	As needed
November 13, 2017	Full Task Force	10 AM-4PM TBD	As needed
December TBD, 2017	Joint Subcommittee	TBD	As needed
January TBD, 2018	Full Task Force	10 AM-4PM TBD	As needed
February TBD, 2018	Joint Subcommittee	TBD	As needed
March TBD, 2018	Full Task Force	10 AM-4PM TBD	As needed
April 10, 2018	Full Task Force;	10 AM-4PM TBD	As needed