

2022 Metro-North Railroad Committee Work Plan

I. <u>RECURRING AGENDA ITEMS</u>	<u>Responsibility</u>
Summary of Actions	
Approval of Minutes	Committee Chairs & Members
Committee Work Plan	Committee Chairs & Members
President's Report	President/Senior Staff
Safety Report	
MTA Police Report	
Information Items (if any)	
Action Items (if any)	
Procurements	
Agency Reports	Senior Staff
Operations	
Finance	
Ridership	
II. <u>SPECIFIC AGENDA ITEMS</u>	<u>Responsibility</u>
<u>November 2022</u>	
Progress on Way Ahead Strategic Plan	Operations Support & Organizational Resiliency
<u>December 2022</u>	
2023 Final Proposed Budget	Finance
2023 Proposed Committee Work Plan	Committee Chairs & Members
Diversity/EEO Report – 3 rd Quarter 2022	Diversity and EEO
Review of Committee Charter	Committee Chair & Members
<u>January 2023</u>	
Approval of 2023 Committee Work Plan	Committee Chairs & Members
Track Program Quarterly Update	Engineering
<u>February 2023</u>	
Adopted Budget/Financial Plan 2022	Finance
2022 Annual Operating Results	Operations
<u>March 2023</u>	
Annual Elevator & Escalator Report	Engineering
Diversity/EEO Report – 4th Quarter 2022	Diversity and EEO
<u>April 2023</u>	
Final Review of 2022 Operating Budget Results	Finance
2022 Annual Ridership Report	Operations Planning & Analysis

May 2023

Track Program Quarterly Update
LIRR/MNR PTC Implementation Update

Engineering
Presidents

June 2023

Progress on Way Ahead Strategic Plan

Operations Support & Organizational
Resiliency
Diversity and EEO

Diversity/EEO Report – 1st Quarter 2023

July 2023

Grand Central Terminal Retail Development
Track Program Quarterly Update

MTA Real Estate
Engineering

September 2023

2024 Preliminary Budget (Public Comment)
2023 Mid-Year Forecast
Diversity/EEO Report – 2nd Quarter 2023

Finance
Finance
Diversity and EEO

October 2023

2024 Preliminary Budget (Public Comment)
LIRR/MNR PTC Implementation Update
Track Program Quarterly Update

Finance
Presidents
Engineering

METRO-NORTH RAILROAD COMMITTEE WORK PLAN

DETAILED SUMMARY

I. RECURRING AGENDA ITEMS

Summary of Actions (if any)

A summary is provided by agency of any procurement or action item included in the monthly agenda.

Approval of Minutes

The Committee Chair will request a motion to approve the minutes of the prior month's meeting.

Work Plan

The Work Plan will list, by month, the topics scheduled for review. The Committee will be advised if any changes have been made to the plan.

President's Report

A monthly report will be provided highlighting major accomplishments and progress on key initiatives and performance indicators.

Safety

A monthly report will be provided highlighting key safety performance statistics and indicators.

Police Activity Report

MTA Police will highlight the significant police activities incurred during the month reported.

Information Items (if any)

Materials presented to the Committee for review pertaining to certain agency initiatives and functions.

Action Items (if any)

Staff summary documents presented to the Board for approval of items affecting business standards and practices.

Procurements

List of procurement action items requiring Board approval. The Non-Competitive items will be first, followed by the Competitive items and then the Ratifications. The list will include items that need a 2/3 vote of the Board for approval.

Operations

A monthly report will be provided highlighting key operating and performance statistics and indicators.

Finance

A monthly report will be provided that compares the Railroad's actual financial performance against its budget and/or forecast both on an accrual and cash basis.

Ridership

A monthly report will be provided that includes a comparison of actual monthly ticket sales, ridership and revenues with the budget and prior year results.

II. SPECIFIC AGENDA ITEMS

NOVEMBER 2022

Progress on Way Ahead Strategic Plan

A biannual report to the Committee on Metro-North's progress in setting the standard for safety, reliability and innovation in the delivery of excellent customer service.

DECEMBER 2022

2023 Final Proposed Budget

The Committee will recommend action to the Board on the Final Proposed Budget for 2023.

2023 Proposed Committee Work Plan

The Committee Chair will present a draft Metro-North Committee Work Plan for 2023 that will address initiatives to be reported throughout the year.

Diversity & EEO Report– 3rd Quarter 2022

A quarterly report to the Committee providing data on key Equal Employment Opportunity (EEO) and Human Resources indicators relating to MNR's EEO and Diversity efforts, such as composition of the agency's workforce, new hires, and discrimination complaints. In alternating quarters, the report will include additional information on diversity initiatives.

Review of Committee Charter

Annual review and approval of the MNR Committee Charter.