**RMS Summary – 2023 TAC Subcommittee Structural and Procedural Review**

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| --- | --- | --- | --- | --- | --- | --- |
| Question | LRITF | PWG | RMTTF | TDTMS | TXSET | MCT |
| Review of Scope/Procedures   * Is the Scope still valid and is the subcommittee/working group/task force still performing these functions * Does the subcommittee/working group/task force have a similar scope with another subcommittee/working group/task force – if so, can the groups be consolidated? * Does the scope/procedures need to be revised? | YES  NO  NO | YES  NO  NO | YES  NO  NO | YES  NO  NO | YES  NO  NO | YES  NO  NO |
|  |  |  |  |  |  |  |
| Review Open Action Items list   * Is the subcommittee/working group/task force discussing and addressing open issues, ongoing issues, etc. | YES | YES | YES | YES | YES | YES |
|  |  |  |  |  |  |  |
| Subcommittee/Working Group/Task Force Meetings   * How often does the subcommittee/working group/task force meet and how long are their meetings? * Are meetings well attended?      * What impediments exist to facilitating an effective and productive subcommittee/working group/task force meeting, including notice or posting requirements? * What changes should be made to improve meeting effectiveness? | Once or twice monthly  2 to 3 hours  YES  None  None | Monthly  1.5 to 3.5 hours  YES  None  None | Monthly  2 to 3 hours  YES  None  None | Monthly  2 to 2.5 hours  YES  None  None | Monthly  2 to 3 hours  YES  None  None | Monthly  2 to 3 hours  YES  None  None |
|  |  |  |  |  |  |  |
| Is the working group/task force aligned with the appropriate subcommittee? | YES | YES | YES | YES | YES | YES |
| Is the subcommittee/working group/task force still necessary? | YES | YES | YES | YES | YES | YES |