

| Timeline | Process | Subcommittee Action | Interaction with CCTF | Task Force Action |
|---|---|--|---|---|
| February – March, 09 | Creating a structure | Development of focal Areas | Report focal areas to Task Force | Provide Feedback |
| March -May | Setting Goals | Setting goals for each focal area | | |
| March-July | Data Collection | Collecting and reviewing resources and feedback from other subcommittees | Presentations provided where necessary | |
| June - August | Develop an Action Plan | Proposing actions under each focal area consistent with its goal | | |
| August –September GHG Built Sci/Tech ESH IGA&C RAES NSA | Sharing proposed actions and recommendations | Update Task Force on Progress by sharing goals and proposed actions | Goals and proposed actions shared with Task Force | Discuss merit, gaps and overlaps, provide additional direction to subcommittees |
| October –November GHG Built Sci/Tech ESH IGA&C RAES NSA | Sharing proposed actions and recommendations | Update Task Force on Progress by sharing goals and proposed actions | Additional goals and actions shared with Task Force | Discuss merit, gaps and overlaps, provide additional direction to subcommittees |
| December—January GHG Built Sci/Tech ESH IGA&C RAES NSA | Refining recommendations | Draft, review and complete recommendation templates for each proposed action | Full recommendations presented to Task Force | Recommendations reviewed, discussed, and approved with modification |
| February, 2010 | Draft Climate Change Action Plan | Staff works with Steering Committee to compile report | CCTF reviews and approves for transmittal to BCBC | |
| March, 2010 | Review by BCBC | | | Collect and respond to BCBC comments |
| April, 2010 | Prioritizing Recommendations | As directed by Task Force | Receive prioritization from Subcommittees | Set final prioritization of implementation |
| May, 2010 | Recommend Action Plan with priorities to BCBC | | Receive approval from BCBC | Begin implementation |