

## Emerging Issues Task Force

### Terms of Reference

- Purpose**
- The Emerging Issues Task Force informs members about municipal finance matters through focused and timely information releases. The Task Force provides value to members by recognizing emerging issues and best practices in municipal finance special information releases, bulletins and through a web presence.
- Membership**
- A minimum of four GFOA Alberta members chosen by Task Force members, including the Executive Director
- Selection of Chair & Vice Chair**
- To be chosen by the task force
  - If Chair is unavailable, Vice-Chair will step in
- Frequency of Meetings**
- Meetings to be held in person or via conference call with monthly meetings each year, as required (as established by task force members)
- Responsibilities**
- The responsibilities of this Task Force include the following:
- Identify, investigate and provide information on issues requested by Task Forces, the Board and members
  - Provide information to the membership regarding PSAB publications (exposure drafts), Provincial budget, Federal budget, Legislature Regulatory changes and Alberta Municipal Affairs financial issues
  - Prepare annual budget recommendations to be provided to the Board by September 15<sup>th</sup> of each year
  - Task Force Chair to provide an update to the Board once per year at the Fall Retreat
  - Task Force Chair to provide a report to the membership during the annual conference
- Term**
- Please note: The above may be subject to change as suggested by the task force and as approved by the GFOA Alberta Board.
- Task Forces are intended to be set for an indefinite period, although specific projects will be determined by the Executive Director and the GFOA Board, based on the nature of the Task Force.
- The Terms of Reference will be reviewed annually by the Task Force. Any revisions must be presented to and approved by the GFOA Alberta Board.