

Draft – v8

## PSCIOC MEETING AGENDA MS TEAMS MEETING

**WEDNESDAY, SEPTEMBER 23, 2020**  
12:00 p.m. – 3:00 p.m. EDT

#	TIME	PSCIOC PRIORITY/ TOPIC	OBJECTIVE	ACTION	LEADS
	11:40 a.m. – 12:00 p.m.				
			<ul style="list-style-type: none"> <li>• <i>Set-up: Members/Observers to connect to MS Teams Meeting</i></li> <li>• <i>Participants: opt for wired internet connection, if possible and proper headset/microphone. (Refer to recommendations for the use of MS Teams)</i></li> <li>• <i>For simultaneous interpretation: details provided</i></li> <li>• <i>For in-camera session, only PSCIOC members can join.</i></li> </ul>		
	12:00 p.m.	<b>Welcome</b>	<b>Rollcall of PSCIOC Members and Observers in attendance</b>	<b>PSCIOC Co-Chairs:</b> Tracy Wood, PEI Denis Skinner, TBS	
1	12:05 – 12:10 p.m.  (5 min)	<b>Administrative Matters</b>	<p><b><u>Objective:</u></b></p> <p><b>A) Approval of Record of Decision from February 26, 2020 in-person meeting, Toronto (TAB 1A)</b></p> <p><b>B) Acceptance of September 23, 2020 Meeting Agenda (TAB 1B)</b></p>	<p><i>For approval</i></p> <p><i>For approval</i></p>	<b>Tracy Wood</b>
2	12:10 – 1:10 p.m.  (60 min)	<b>MICROSOFT</b>	<p><b><u>Objective:</u></b></p> <p><b>Initiate a collaborative pan-Canadian strategic relationship between PSCIOC and Microsoft through joint work to develop:</b></p> <ul style="list-style-type: none"> <li>• A minimal / baseline government plan which contains the essential products and services needed to stand up an O365 tenant as a Minimum Viable and Secure Product (MVSP) for Canadian public sector entities</li> <li>• A Canada-specific Online Services Agreement (OSA) and Data Protection Addendum (DPA) that covers several of our unique concerns, for example, how Microsoft deals with law enforcement requests from the US Government relative to the Cloud Act</li> </ul>	<i>For discussion</i>	<p><b>Facilitated by Tracy Wood</b></p> <p><b>John Hewie, National Security Officer, Microsoft Canada</b></p>

	1:10 – 1:15 p.m.		Stretch Break		
3	1:15 – 1:35 p.m. (20 min)	<b>NATIONAL CIO SUB-COMMITTEE ON INFORMATION PROTECTION (NCSIP)</b>	<b>National CIO Sub-Committee on Information Protection (NCSIP) – (TAB 3)</b>  <u>Objective:</u> <ul style="list-style-type: none"> <li>• <b>Security Incident Handling Best Practices</b> - better understanding of what is required to successfully manage a security incident.</li> </ul>	<i>For review / discussion</i>	<b>Intro: Denis Skinner</b>  <b>NCSIP:</b> Alexandra Underhill, NCSIP Chair, Canadian Centre for Cyber Security  Gary Perkins, Exec Dir, CISO Information Security Branch, BC
	1:35 – 1:40 p.m.		Stretch Break		
4	1:40 – 2:50 p.m. (70 min)	<b>IN-CAMERA ITEM</b>  <b>Jurisdictional Information Sharing</b>	<b>Information-Sharing Roundtable (TABS 4A to 4N)</b> <ul style="list-style-type: none"> <li>• PSCIOC Information Sharing Analysis – (TAB 4O)</li> </ul> <u>Objective:</u> <ul style="list-style-type: none"> <li>• PSCIOC members to identify their key priorities, initiatives and challenges facing their jurisdiction using their information sharing report as basis for discussion.</li> </ul> <p><i>(Time allocated for each member is about 5 min)</i></p>	<i>For information / discussion</i>	<i>Intro: Tracy Wood</i>  <b>PSCIOC members</b>
5	2:50 – 3:00 p.m. (10 min)	<b>Other Business</b>	<u>Objective:</u> <p><b>A) PSCIOC Treasurer’s Report:</b></p> <ul style="list-style-type: none"> <li>• PSCIOC Financial Report (TAB 5A)</li> <li>• PSCIOC Members’ contributions for 2021/2022 (TAB 5B)</li> </ul> <p><b>B) PSCIOC Action Items</b> from previous meetings (TAB 5C)</p> <p><b>C) PSCIOC Bring Forward Agenda (TAB 5D)</b></p> <p><b>D) Updates Reports from PSCIOC sub-committees and working groups:</b></p> <ul style="list-style-type: none"> <li>• ICT Policy Community of Practice (TAB 5E)</li> <li>• IT Procurement Community of Practice (TAB 5F)</li> </ul>	<i>For information / feedback</i>	<b>Tracy Wood</b>  <b>Bonnie Schmidt, PSCIOC Treasurer</b>

			<p><b>E) Next PSCIOC in-person meeting:</b>          February 24, 2021, Ottawa, ON - (<i>in person or virtual meeting to be confirmed</i>)</p> <p><b>F) PSCIOC EVALUATION FORM – (TAB 6)</b></p> <p><b>G) PSCIOC MS Teams Meetings:</b></p> <ul style="list-style-type: none"> <li>• <i>Thursday, October 22<sup>nd</sup>, 2020, at 1:00 p.m. EDT</i></li> <li>• <i>Thursday, November 5<sup>th</sup>, 2020, at 12:00 p.m. EST</i></li> <li>• <i>Thursday, December 3<sup>rd</sup>, 2020, at 12:00 p.m. EST</i></li> <li>• <i>Thursday, January 7<sup>th</sup>, 2021, at 12:00 p.m. EST</i></li> <li>• <i>Wednesday, January 20<sup>th</sup>, 2021, at 12:00 p.m. EST</i></li> <li>• <i>Thursday, February 4<sup>th</sup>, 2021, at 12:00 p.m. EST</i></li> </ul>	<p><b>To complete online</b></p>	
	<p>3:00 p.m.</p>		<p><b>Adjournment of PSCIOC Meeting</b></p>		