



Draft – v2

JOINT COUNCILS MEETING – PSSDC-PSCIOC

February 27th, 2019

Ottawa, Ontario

Record of Decision

Attendance

CO-CHAIRS:

Natasha Clarke
Catherine Bennett

Nova Scotia – PSSDC
ESDC/Service Canada – PSSDC

Harry Turnbull
Marc Brouillard

City of Windsor - PSCIOC
Treasury Board of Canada Secretariat – PSCIOC

PSCIOC MEMBERS:

Marc Brisson
Kathryn Bulko
Rob Devries
Rob Entwistle
Dan Kerr
Robert Loughlin
Sean McLeish
CJ Ritchie
Bonnie Schmidt
Harry Turnbull
Tracy Wood

Alberta
MISA Central (City of Toronto)
Ontario (for Rocco Passero)
MISA West (City of Kelowna)
Manitoba
New Brunswick
Yukon
British Columbia
Saskatchewan
MISA East (City of Windsor)
Prince Edward Island

PSSDC MEMBERS:

Mark Arsenault
Mark Burns
Dawn Curtis
Sebastien Fleurant
Shelley Darlington
Beverly Dicks
Alan Doody
Lori Doran
Carroll Francis
Guy Gordon
Ron Hinshaw
Rob Horwood
Gillian Latham
Anne Matthews
Sonya Read
Vidya ShankarNarayan

Jackie Stankey
Silvano Tocchi
Susan Wilkins

Prince Edward Island
Yukon
Northwest Territories
Immigration, Refugees and Citizenship Canada
MSDO (Norfolk County)
British Columbia
Newfoundland and Labrador
Crown-Indigenous Relations and Northern Affairs
MSDO (City of Brantford)
Manitoba
British Columbia
New Brunswick
Nova Scotia
Ontario
Treasury Board of Canada Secretariat
Innovation, Science and Economic Development
Canada
Alberta
Canada Revenue Agency
Newfoundland and Labrador



PSCIOC / PSSDC / JOINT COUNCILS OBSERVERS & PRESENTERS:

Philippe Albert	Service Canada
Wendy Birkinshaw Malo	ESDC
Alexandre Bourque	Treasury Board of Canada Secretariat
John Brennan	Prince Edward Island
Pat Breton	Shared Services Canada
Dan Cooper	Treasury Board of Canada Secretariat
Richard Dalpé	Treasury Board of Canada Secretariat
Anik Dupont	Service Canada
Kathleen Fraser	Innovation, Science and Economic Development
Cherie Freeman	Alberta
Sophia Howse	British Columbia

Darrell Williams

Robert Frelich
Jaouad Haqhaqi
Stuart Hendrie
John Houweling
Paul Jackson
Barry Kong
Alanna MacDougall
Margo McCarthy
Kim Newman
Pirthipal Singh
Alena Lukes
Jack Shewchuk
Peter Watkins
Cathy Kealey
Dan Batista

Public Services and Procurement Canada

Employment and Social Development Canada
Employment and Social Development Canada
MISA (Niagara Region)
MSDO (York Region)
Innovation, Science and Economic Development
Treasury Board of Canada Secretariat
Employment and Social Development Canada
Employment and Social Development Canada
New Brunswick
Innovation, Science and Economic Development
Vital Statistics, Manitoba
Vital Statistics, British Columbia
British Columbia
Joint Councils Strategic Policy Analyst
ICCS Executive Director

ICCS Secretariat:

Maria Luisa Willan	Stefania Silisteanu
--------------------	---------------------

Item	Topic / Discussion	Decision / Action
	Welcome remarks by Natasha Clarke on behalf of the Co-Chairs followed by introductions.	
1.	<p><u>ADMINISTRATIVE MATTERS:</u></p> <p><u>A) Approval of Record of Decision from September 26th, 2018 in-person Joint Councils meeting, in Whitehorse, YT (Refer to TAB 1A)</u></p> <p>Record of Decision of Joint Councils' meeting of September 26th, 2018 adopted without changes.</p> <p><u>B) Acceptance of February 27th, 2019 Joint Councils Agenda (Refer to TAB 1B)</u></p>	<p><u>Decision #1:</u></p> <p>Record of Decision of September 26th, 2018 Joint Councils' meeting in Whitehorse has been approved without changes.</p> <p><u>Decision #2:</u></p>



	<p>Joint Councils' meeting agenda of February 27th, 2019 adopted. No comments or questions raised.</p> <p>C) Joint Councils Action Items (refer to TAB 1C) Natasha Clarke noted that action items are included for members' review and several would be completed at this meeting.</p> <p>D) Joint Councils Bring Forward Agenda (refer to TAB 1D) Natasha Clarke noted that the Bring Forward agenda was provided for members' information.</p>	<p>Agenda of February 27th, 2019 meeting has been approved without changes.</p>
2.	<p><u>Presentation by Canadian Digital Service (CDS) (Refer to TAB 2)</u></p> <p>Marc Brouillard (TBS) introduced Aaron Snow, Chief Executive Officer of Canadian Digital Service.</p> <p>Aaron Snow gave an overview of the mandate of the Canadian Digital Services (CDS)), a consultancy organization within the Government. The mandate of the organization is to help government improve and design digital services to make services accessible, simpler, faster, and more secure for citizens. They work with several federal jurisdictions, provinces and municipalities to improve the digital services towards citizens.</p> <p><u>Members' Comments:</u></p> <ul style="list-style-type: none"> Mark Burns (YT) inquired on how CDS manages the procurement of large projects, and staying iterative, in an agile way when they work with multiple partners who bring numerous pre-made decisions to the table? <p>Aaron Snow stated that to simplify the process, they break it down in small components for several reasons. 1. Having multiple vendors involved in solutions helps avoid large failures, you get a better deal, reduces risks, if there are 5 small contracts, and if one goes wrong, you can replace one, if you have a monolithic one, you have big trouble, the lower dollars procurements, and lower dollar projects are less incumbent by process. 2. Larger projects go under more procurements, more audit, more review, working with small components is a better approach.</p> <ul style="list-style-type: none"> Anne Matthews (ON) inquired on how the Canadian Digital Services set the priorities when there are multiple people interested in its work. 	<p><i>No action items identified from the discussion.</i></p>



	<p>Aaron Snow responded that there is a set of criteria:</p> <ol style="list-style-type: none"> 1. What is the potential impact of the work; what does the impact look like if it succeeds. 2. Readiness, is the customer ready for the work? Cross-functional team to handle the complexity of the work. 3. Replicability – patterns, policy themes, research and design, project management. <ul style="list-style-type: none"> • Guy Gordon (MB) inquired what would be the success and legacy of this group looking 5 years ahead. <p>Aaron Snow responded that there are hundreds of services and they serve hundreds of thousands of people or more per year. He would like to see many of them digitized. There are many services online, some are more digital than others. Digital Services mean modern expectations in the modern era. Digital by default, digital is more efficient, faster way to service, however it's not the only way to deliver services. CDS would like to see the service experience thoroughly digital. There is a tendency to look at large legacy problems and this requires a large solution to replace the legacy system with a modern one, if governments are responsive in the digital era they must be effective to break system in smaller components and understand how to move the components in different ways.</p> <ul style="list-style-type: none"> • Natasha Clarke (NS) stated that digital is about a community, and the ability to do usability testing and compensate users. If members come together to discuss common challenges and share these learnings, we can move faster. She challenged Joint Councils members to think on how collectively to work together with the understanding that digital is not only about online parts, it also involves offline; i.e., back-office operation to look at the full user journey to make the services better. This table can help to address problems as an FPTM community. 	
3.	<p><u>Digital Identity Priority Stream (Refer to TAB 3A to 3F)</u></p> <p><u>A) Joint Councils Declaration on Digital Identity</u></p> <p>Jackie Stankey (AB) and Sophia Howse (BC), Digital Identity Priority Co-Leads, provided an update on this work.</p> <p>Sophia Howse (BC) stated that the action item to finalize the Declaration on Identity has been completed. The Declaration is ready for signing at this meeting for all members of the Councils. For those members who cannot sign the declaration at this time, there will be an opportunity to sign it at the next in-person meeting, to be held in Winnipeg in September 2019.</p>	<p><u>Decision #3:</u> The Policy Paper has been endorsed by Joint Councils members.</p> <p><u>Decision #4:</u> Joint Councils Members approved the formation of an Interim Digital Identity Priority group.</p> <p><u>Decision #5:</u></p>



Members' Comments:

- François Montminy-Munyan (QC), advised that while Quebec cannot sign the Declaration, it remains committed to collaborating with other governments and contributing to the work of the Joint Councils, notably by sharing best practices related to identity management. It is not possible for the QC Council member to sign this type of Pan-Canadian commitment, as the purview to endorse and sign a Declaration lies with Ministers (in some exception with high ranking senior officials) upon approval of Cabinet, and therefore cannot be achieved through our Joint Councils' members. This is a law in Quebec. Furthermore, Quebec has questions regarding some statements in the Declaration. As an example, it seems unusual for civil servants to "champion the changes to legislation, policies..." which are responsibilities relying to MLAs and Members of Parliament. He requested for a footnote to be added and that the QC flag be removed from the Declaration.

Sophia Howse indicated that not all jurisdictions are able to sign the declaration and that changes would be made to the declaration as requested.

B) Policy & Governance

Sophia Howse (BC) stated that a copy of the Public Policy Recommendations Paper was presented at the Joint Councils meeting in Yukon. She reminded members that in the spring of 2018 there were numerous conversations on what is the role of public and private sector around the Pan-Canadian Trust Framework (PCTF). How can we come together as a community and what is our role as public servants on the PCTF? A working group was set-up and the outcome of this work was the development of the policy paper. At this meeting, digital identity leads are looking for endorsement from Council members on the Public Policy Recommendations paper. Sophia asked the Co-Chairs for a call to endorse the Public Policy Paper.

Catherine Bennett (ESDC) commented that digital identity is a very complex field, the policy paper helps a lot to start to clarify some of these questions.

Motion to endorse Public Policy Recommendations paper: Catherine Bennett

Seconded by: Rob Devries

All in favour. The Public Policy Recommendations Paper was endorsed by Joint Councils members.

Joint Councils Members approved funding, of up to \$15K, for the hiring of a resource for work-related to the development of a governance framework (recommendations), including assisting the leads with the presentation for the Clerks and Cabinet Secretaries meeting in July 2019.

**

Action Item #1A:

Digital Identity Leads to update Joint Councils regarding the Declaration on Digital Identity (signatures) at the next in-person meeting in Winnipeg, in September 2019.

Action Item #1B:

Declaration on Digital Identity to be modified as per Québec request (adding footnote and removing QC flag from the document).

Action Item #1C:

Tim Bouma, TBS, to share the material related to MyAlberta ID and trusted digital identity with the Joint Councils members.

Action Item #1D:



C) Pan-Canadian Trust Framework (PCTF)

Rob Devries (ON), Marc Brouillard (TBS), IMSC Co-Chairs, and Tim Bouma (TBS), provided a progress report related to the Pan-Canadian Trust Framework and outcome from the IMSC workshop. Rob noted that the IMSC workshop was held on February 26th and that there was great FPTM participation. Key outcomes from the workshop:

- There was recognition that we are at a pivotal place in our evolution of digital identity. The move from a world where physical identity is well-understood and defined is evolving into a digital realm – which requires a different way of thinking. We need to make the time to understand what that means and work to define a way forward (roadmap).
- This work requires strong national governance. Also, to forge better partnerships, i.e. DIACC. Cannot stress enough the importance to have one trust framework for all public and private sector organizations, to recognize a single framework and to create and work together toward government mechanism, to reconcile differences in our approach. We articulated in the policy paper what is the role of government. Joint Councils and DIACC need to figure out the governance, processes and dispute resolution mechanisms that will guide the creation and adoption of the one PCTF.
- There are common components of a digital identity program that we all need – IMSC recognized that we need to identify those components (privacy, OIPC, legal, etc.) and we need to define these. All of this recognizes a significant shift on how we have done things in the past. There are significant business impacts.
- You can have the confidence in the approach we have taken into developing the PCTF through testing it operationally. The approach of alpha testing and we have seen great success in this approach and we have tested one jurisdiction with the feds and we will continue the testing with other jurisdictions, including municipalities, with private and international.
- They will embark with the pilot done with MyAlberta ID, which is an operational test of the Trust Framework using clients' driver's licenses, based on foundational identity and identity proofing process. Vital Statistics reminded the IMSC that they cannot lose sight on the foundational evidence of identity in the birth certificate and immigration documentation. Vital Statistics, which is a national registry, will work together with the IMSC

Tim Bouma to share the updated version of Trust Framework 1.0.1 with the Joint Councils members when available.

Action Item #1E:

Digital Identity Priority Co-Leads and IMSC Co-Chairs to provide updates on the governance and PCTF at an upcoming Joint Councils' teleconference.

Action Item #1F:

ISED to provide updates on the Digital Identity for Business, verified organization at an upcoming Joint Councils meeting.

Action Item #1G:

Digital identity Priority Co-Leads to provide update on the consolidated feedback from their brainstorming session from Ottawa meeting on communication and collaboration stream at the next Joint Councils teleconference.

Action Item #1H:

The Interim group formed by the Digital Identity Priority Co-Leads, IMSC Co-Chairs, DIACC President,



and with the rest of the stakeholders involved. How we create digital identity must be as good as the person showing up at the counter. If we cannot synchronize data, we cannot go ahead, we want to improve the system we have today. Big part of the discussion is a program with policy, service delivery, to discuss the operational proof of concepts and pilots of the Trust framework.

- Investment in a national Vital Stats network – need to identify foundational information and vital stats events as part of Digital Identity. Need to engage corporate stakeholders. There are many players in this space, such as Motor Vehicle Councils of Canada.
- IMSC is having discussions about setting up a dedicated task force to focus on this work. IMSC recognized that this is critically important to the digital economy of the country as well as the delivery of services to its citizens. Recognition was given that this work cannot advance of the side of people's desks.
- The value of the in-person meeting cannot be over-stated. More consistent in-person meetings are required to advance this country's digital identity agenda while ensuring the right people and voices are in the room. What this means is that there is a need to be clear on the objectives and outcomes we are trying to achieve. We need to define the rules of engagement and communication protocol.

Tim Bouma provided a progress report on the work of the Pan-Canadian Trust Framework. IMSC has been working heavily on the framework for the past 3 years, with different iterations. He is pleased with the work done so far, it's a combination of a decade of work. This is a complex problem that needs participation from all jurisdictions.

Reconceptualizing the trusted framework which is equipping the individuals with the ability to express who they are and where they are, whether they are on the phone, digital, or in person, you can accept that information. We conceptualize on how the individuals provide proofs when new technology is emerging. We work with decentralized, federated and centralized, the updated version of Trust Framework 1.0.1 will be available by March 31, they will incorporate the feedback received at the IMSC meeting on February 26th, and will share that, however it won't be final, it's evolving. Currently working on finalizing the conformance criteria. The assessments process has been done with Alberta, will continue with British Columbia. The comfort factor is that we provide the CIOs with the fact that we can accept the trust framework for Digital Identity. Verified organization defining the

Vital Statistics Council and to add the Motor Vehicle Registrar.

Action Item #11:

Digital Identity Priority Co-Leads to work in developing a Scope of Work for the hiring of a resource and to discuss procurement (RFP) process with ICCS.



conformance criteria. Verified relationship or trusted verified relationship, we are on the good path, developing something that it's solid and that we can apply.

Sophia Howse added that Digital Identity needs to move forward collectively, Joint Councils, working with our colleagues across the country but we cannot continue to work off their corner of our desks. It takes a lot of heavy lifting, there are numerous stakeholders, the recommendation that we have one PCTF, working with DIACC and ourselves to bring together the PCTF for Canada. We are at a pivotal point on how we go forward and deliver on the vision of Digital Identity. Alpha testing, operationalizing the learning, we continue that however, there is more conversation around the governance, leadership, accountability, digital identity across the country as a nation.

Members' Comments:

- Harry Turnbull asked if the development of a toolkit is part of the plan.
Sophia Howse responded that the group can look in to developing a toolkit, but this won't help solve the issue of governance. Sharing learnings is happening already on GCcollab site.
- Natasha Clarke stated that Joint Councils has been talking about digital identity for some time, she was impressed with the amount of work that has happened since the issue has been identified as a priority of this table and under Jackie's and Sophia's leadership and many others involved. Great work on the policy paper, things are progressing. She stated the need to have a richer conversation around how this table can commit resources to move digital identity forward; it cannot be done off the corners of desk or by one person. There are numerous stakeholders involved and this table to commit resources to advance this more efficiently and faster. This work is the foundation to do digital service delivery. What and who do we need to get in a room and develop a set of recommendations back to this table on how to achieve our goals faster? The Clerks told us that this is a priority for them; they want to move this quicker. How do we take the recommendations forward, how do we move this along and ensure that we provide appropriate support to those working on this file for Canada?
- Catherine Bennett mentioned that there is an opportunity to go to the Clerks and Cabinets with what we need, with an ask, to further the progress that has been made through FPTM collaboration.
- Harry Turnbull inquired as to what is needed between now and July meeting with Clerks.



- CJ Ritchie stated that there are several entities involved related to governance: IMSC, DIACC and Joint Councils, need to have a discussion on the roles and responsibilities. BC was involved with DIACC from the beginning, from a BC perspective the digital identity is significant and fundamental component, we need to move the needle on digital government. It's significant that the private sector plays a role. The advantage of having DIACC is that they are mature, it's a growing community and diverse set of people involved. We need to figure out what is our role as government, the relationships and the roles of those players and ensuring that we don't step on each other and duplicate work and effort. Deeper conversation on the roles of the various stakeholders is needed to move forward with clarity.
- Marc Brouillard stated that part of the challenge is that we realize how big the Identity piece is, we need to be tactical and come up with playbooks on what the provinces require for identity issues, identity received from the feds, everyone is coming out with a different lens. It's a challenge to keep the right things at the right place and we need to make things simpler. He encouraged this work and advice for it to be more granular in nature.
- Harry Turnbull noted that an outcome of this meeting is for members to have a better understanding of the relationship between IMSC and DIACC. What is DIACC's role with respect to PCTF? What are the roles of the other players in this work?
- Rob Devries noted that the IMSC needs to do a bit of work to get to this conversation on the relationship of IMSC and DIACC and the governance piece. This requires a broader conversation beyond the role of DIACC and PCTF, it's about developing a governance structure and the role of public vs private sector. Our advice when working with the Clerks - this is how we think about Digital Identity, this is the role of government, define the roles of other players who work on Digital Identity whether is in private or public sector, like a blueprint, a definitional piece of work on what and how we want to achieve. A bit of the vision which is a different perspective when you think of the work done by the Canada Digital Interchange, data flowing between Vital Statistics, IRCC and CRA, and we facilitate people in identity across the country, that would be the model that most people will gravitate around it, synchronize data around Vital Statistics and make sure that there is one Identity. There are different ways to accelerate the work, one for instance is to build on the innovation in private and public sector.



- Sophia Howse responded that the Digital Identity Priority Co-Leads will work together with IMSC and will report back with recommendations at an upcoming Joint Councils teleconference.
- Harry Turnbull suggested for all provinces and territories when they consider pilots to collaborate and include the municipalities.

Digital Identity Roadmap: numerous work and accomplishments have been done. Jackie Stankey encouraged members to visit GCcollab to access the digital identity repository and space for collaboration. The group has been active in sharing artifacts and usable materials, also the iterations of the PCTF Proof of Concept are available on this site. *(add link)*

- Harry Turnbull stated that there are funds available in the Councils accounts for sub-committees face-to-face meetings (expenses cover room rental, catering and a/v equipment).
- Marc Brouillard noted that there is a commitment for an in-person IMSC session with VSL and they recognize the need to have those joint discussions.
- Silvano Tocchi inquired on what is the proposed recommendation that will be presented to the Clerks and Cabinets Secretaries? (Is it the governance piece or who we are recommending be the steward of the PCTF?) Is there also a recommendation to have an innovation fund to test PCTF components?
- Sophia Howse responded that the group doesn't have the answers now but there would be a breakout session at this meeting with members to identify some key messages and hope to get to that by end of this session.

D) Pilots – ISED: Verified Organization Proof of Concept

Vidya ShankarNarayan, Pirth Singh and Jamie Jamieson from VIVVO (SK) presented a proof of concept on digital identity for business. ISED is working with TBS and other departments, ESDC and CRA on the PCTF, identifying the citizen, once that is completed, they need to identify the organization and the relationship between the



individual and organization. ISED is working with multiple jurisdictions on multijurisdictional Registry Act. They invited the Saskatchewan Based Innovator to prove out the Pan Canadian Trust Framework. They will be providing more information as they progress.

Pirth Singh (ISED) talked about the advantage of having a proof of concept. There are 4 big concepts related to proof of concepts: 1. Policy; 2 Partnership; 3. Innovations and 4. Technology. ISED is leading the verified organization and the draft will be available after the verified individual proof of concept is tested in the spring.

Jamie Jamieson from VIVVO in Saskatchewan provided a demo on the Verified Organization proof of concept. The whole enrolment program works in Saskatchewan and it is built for interoperability; to be used in any province and any industry.

Members' Comments:

- Silvano Tocchi inquired about the initial ID proofing of the individual, it started with the individual driver's license, VIVVO checks if it's a genuine license issued by the Government of Saskatchewan, there are several claims that reside on the driver's license, the purpose of taking the photo is to see if it's consistent between that and the photo on the driver's license?

Jamie Jamieson responded that the photo from the front side of the driver's license would prove the person who claims he is, it's his face, used as biometrics, extract only the photo, take a selfie and send it to a third party. It is then accepted and verified to minimize fraud .

- Silvano Tocchi inquired on how VIVVO identifies and finds consistency that the holder of the phone is the same with the one from the driver's license, do they find consistency between those elements?

Jamie Jamieson responded there is a network to confirm that the phone holder is the same person as on the driver's license.

- Vidya ShankarNarayan added that when the individual identity is once confirmed, their job to verify an organization starts here, once they know that the person is who he/she claims to be, VIVVO then takes the verified identity and delegate the authority to the individual's business account.



- Silvano Tocchi noted that the system needs to authenticate that the person using the phone is also the owner of the business.

Vidya ShankarNarayan responded that the system would ping CRA who would then confirm business ownership. Pirth Singh added that individuals need to also ensure that the name matches the name which appears on the CRA account.

- Silvano Tocchi stated that there would be a process to confirm if the name is either Thomas or the derivatives from that name (Tom, for example).
- Catherine Bennett (ESDC) inquired as to how this will work in real life. Citizen 1, is it a third-party provider? will it be engaged with federal and provincial credential issuer? how that piece works to scale it and use it in different situations?

Vidya ShankarNarayan responded that identifying the individual component would be done by the PCTF. ISED will simply follow the process once the identity is confirmed. Confirming identity is critical to the verified organization process. BC has done significant work in that space, ISED is working with what already exists.

- Catherine Bennett inquired if this is a wallet-based feature.
- Marc Brouillard responded that this would support multiple wallets; the Pan Canadian Trust Framework will allow the ecosystem for all these types of services/devices.
- Pirth Singh added that the service is already working in Saskatchewan through this solution, in person and digital.
- Marc Brouillard noted the opportunity that exists when you pull different pieces of data together. He inquired as to where this data is stored and how is it secured.

Vidya ShankarNarayan responded that from a service to business aspect, they are not capturing the data. ISED has no plans to store any of the information. However, there needs to be a place to store and exchange data and looking to TBS to help determine this.



- Pirth Singh added that PCTF says we should trust the process, not share the information. We don't need to know the information once you follow the PCTF approach, the process follows the conformance criteria.

Members divided into four groups for a brainstorm session to discuss the communication and collaboration stream, understanding what works well, what are the barriers, and how members increase awareness in their jurisdiction on the PCTF. The session also gave members an opportunity to provide feedback on how to move forward in developing the recommendations or key messages for the Clerks and Cabinet Secretaries meeting in July. Jackie Stankey, Sophia Howse, Rob Devries and Chantal Ritcey facilitated the sessions.

The ask from Joint Councils Members:

Ask 1:

The Digital Identity Leads asked for approval for the formation of an interim group made up of the Digital Identity Co-Leads, IMSC Co-Chairs, DIACC President and Vital Stats representative to help with governance motion, roles and responsibilities and presentation for the Clerks and Cabinet Secretaries meeting in July. The Joint Councils Co-Chairs would be sponsors and the group would reach out to them for further guidance and advice on this matter. Rob Devries added that secondary providers like Motor Vehicle Drivers' Organization would have valuable input to this process and should be invited to participate.

- Natasha Clarke inquired if there were other participants to be added to this interim group, identifying some members and ensuring we have representation from service delivery. Natasha suggested adding the Motor Vehicle Registrar representative to the interim group.
- Sophia Howse responded that the Digital Identity Co-Leads and Co-Chairs of IMSC are also members of the interim group. IMSC go to their members and communicate what we are doing, they will communicate what the interim group is doing with the Joint Councils Co-Chairs and what goes to the Clerks and Cabinets.
- Harry Turnbull suggested to keep the group small and agile.

Motion to create interim group: Natasha Clarke

Seconded by: Harry Turnbull



	<p>All in favour. Joint Councils Members approved the formation of the Digital Identity Priority Interim Group.</p> <p>Ask 2: The Digital Identity Leads requested funding of up to \$15,000 from the Joint Councils for the hiring of a resource/facilitator to help in developing the governance piece recommendations (roles, responsibilities, stakeholders, etc.) and develop the presentation for the Clerks and Cabinet Secretaries meeting in July 2019.</p> <ul style="list-style-type: none"> • Harry Turnbull, in his role as PSCIOC Treasurer, stated that there were enough funds to cover the \$7,500 from each Council for this request. • CJ Ritchie agreed and suggested to stay focused on the Clerks meeting in July and think through the key messages. • Catherine Bennett recommended that the Digital Identity Priority Co-Leads be conscious of the timelines to ensure deliverables for the Clerks meetings in July. • Natasha Clarke suggested to be super crunchy for the Clerks ask and added that the Joint Councils Co-Chairs accept the Digital Identity Priority Co-Leads proposal of spending up to \$15,000 to move deliverables ahead. She also advised that updates on the discussions and outcomes of the interim group and this work (resource) be made to the Joint Councils secretarially and can also discuss at upcoming teleconferences. <p>Natasha Clarke (NS) moved the motion for funding the facilitator for the Digital Identity Priority, it was seconded by Sean McLeish (YT). The Joint Councils members were all in favour.</p> <p>Motion to approve funding of up to \$15K by both Councils for the hiring of a resource: Natasha Clarke Seconded by: Sean McLeish All in favour. Joint Councils Members approved funding of up to \$15K by both Councils.</p>	
4.	<p>Presentation by the Government of New Zealand</p>	<p><i>No action items identified from the discussion.</i></p>



	<p><u>Guests:</u> Alan Bell, Director, Digital Identity Transition, Department of Internal Affairs, NZ Government James Collier, Chief Architect, NZ Government</p> <p>Alan Bell provided an overview on New Zealand's digital identity journey. He noted that there are remarkable similarities between New Zealand and Canada related to digital identity. He paid tribute to the work of Imraan Bashir, Ken McMillan, Tim Bouma, CJ Ritchie, Vidya ShankarNarayan and thanked them for showing leadership internationally. New Zealand is keen to work with Canada. He shared lessons learned and noted the importance in understanding the potential of digital identity, also key is collaboration, type of skills, standards, policies, architecture that you need to move this forward. The lexicon used is also important for decision makers to make it relevant to them in terms of technology and standards to advance Digital Identity.</p> <p>New Zealand Vision: All New Zealanders are thriving in a digital world. New Zealand looked at the Canadian PCTF model and the Australia and UK models. Anticipating the need for secure and safe digital identity authentication, the New Zealand Government invested in launching RealMe. This is a collaborative approach that will aim for an adaptive healthy ecosystem, scalable and sustainable, support market opportunities, customer confidence and coherence, and interoperability between public and private sectors internationally.</p> <p>Lessons learned: citizens are in control of the service design and delivery, working with agencies, the private sector needs to be involved to build the utility, agencies and organizations are in a different level of maturity, all need to agree and use it, multidisciplinary teams: policy and standards, enterprise architecture, technology people, all working together.</p> <p><i>No comments on this item.</i></p>	
5.	<p><u>A) CIO Strategy Council (refer to TAB 4A)</u></p> <p>Keith Jansa, A/Executive Director, CIO Strategy Council provided a presentation on the mandate of the CIO Strategy Council. The Council brings the country's forward-thinking public and private CIOs together to share best practices and champion initiatives that will transform the nation's ICT ecosystem and establish Canada as a leader in the global digital economy. Members of the CIO Strategy Council are innovators in their companies and organizations, embracing digital, championing change, and driving the adoption of Canadian technologies. The CIO Strategy Councils is created by private and public sectors CIOs, banks, energy and insurance companies. It</p>	<p><i>No action items identified from the discussion.</i></p>



	<p>is unique by its partnerships, looking at the evolving trends in the ecosystems to create digital transformation in a cohesive way to support digital economy in Canada, having strategic discussion on how they approach ICT platforms in Canada, where collective action is needed and address effectively the challenges. They are accredited by the National Standard of Canada. They are about to receive official certification accreditation and they will be developing standards which will be the official standards of Canada. Developing national standards for Digital Identity, supporting DIACC work with the PCTF, working across the government, banks, energy companies, insurance companies with what is highlighted in the Pan-Canadian Trust Framework to ensure interoperability and information sharing between stakeholders in private and public sectors.</p> <p>B) DIACC Presentation (refer to TAB 4C)</p> <p>Joni Brennan, DIACC President, provided an update on the current work of DIACC related to the Pan-Canadian Trust Framework. DIACC is unique, it brings public and private sectors together to collaborate and work on digital identity, taking economic focus. The DIACC mandate is to:</p> <p>Publish: Collaboratively create, develop, and publish the Pan-Canadian Trust Framework and identify the legislative needs to support the vision. Accelerate: Accelerate interoperability by securing adoption of the Pan-Canadian trust Framework by businesses and governments. Design: Design, develop, and launch a certification program aligned with market needs. Raise: Raise the profile of Canada's digital identity innovation via DIACC as Canada's digital identity forum. Create: Create Canadian expertise and intellectual property for excellence in digital identity.</p> <p>The Pan Canadian Trust Framework model: Privacy, Security and Convenience for use. Joni invited all members to participate in the review of the draft PCTF to ensure that the framework is moving in the right direction. The Pan Canadian Trust Framework is a living framework as it continues to evolve, and it is in line with our Canadian culture and values.</p> <p><i>No comments on this topic.</i></p>	<p><i>No action items identified from the discussion.</i></p>
6.	<p>Death Notification Working Group (TAB 5)</p>	



Anik Dupont, Anne Matthews, and Ron Hinshaw, Death Notification Working Group Co-Chairs, gave a debrief on the outcome of the January DNWG Workshop held in Toronto. Anne Matthews recognized Alena Lukes from Vital Statistics MB and Jack Shewchuk from Vital Statistics BC for their contribution and noted their participation at today's meeting.

Anik Dupont reminded members that the DNWG had completed both Phase I and Phase II of the work related to the death notification and registration blueprint. In 2018, while working on the bereavement tool and roadmap it became evident that moving this work forward has many challenges and the group was asked to focus on better internal processes to improve the citizens' experience. To move this forward, a workshop was held in Toronto at the end of January 2019. The workshop focused on discussions around the role and responsibilities of the various stakeholders involved in this process; what is the role of service delivery, the role of Vital Stats, the role of the federal, provincial/territorial, and municipal governments. The issue that this work requires committed resources to move ahead was raised as people are working off the corners of their desks and dealing with competing priorities. This work requires a rigorous project management approach, to have common standards when talking about data matching and manage consent; having the right people at the table, for example, Vital Stats. It was also noted that this work requires performance measures and standards. This work is also tied to digital identity, vital stats and IRCC to do validation and keep death registration valid. Consent - based on the model we choose, sign it once and reach to other jurisdictions, information sharing agreements, lots of progress has been done and we will report back with some solutions.

Anne Matthews stated the recommendations from the DNWG to the Joint Councils:

1. Governance structure: keep the leadership of the working group to a federal and provincial co-chair but also adding a representative from Vital Stats as a third co-chair.
2. Use project management methodology to have a project manager work with the group to move this work forward efficiently and quicker. The working group will work define timelines, funding needed for this resource and scope of work.

Anne Matthews noted that the DNWG was seeking approval on the following items:

Decision # 6:

Joint Councils members approved the change to the Death Notification Working Group Terms of Reference to have a representative from Vital Stats as a third co-chair on the working group.

Decision # 7:

Joint Councils members approved the hiring of a Project Manager to help the Death Notification Working Group Co-Chairs to stay focus and deliver on this work. The Working Group would report back on required funding and scope of work.

Action Item #2:

Joint Councils members approved the hiring of a Project Manager to help the Death Notification Working Group Co-Chairs to stay focus and deliver on this work. The Death Notification Working Group Co-Chairs to report back on required funding and scope of work at an upcoming teleconference. Death Notification Working Group to



1. Changes to the DNWG's Terms of Reference to allow a Vital Stats representative as a third co-chair on the Death Notification Working Group.
2. Hiring of a Project Manager to move the work of the DNWG efficiently and faster. The Working Group Co-Chairs will report back on required funding and scope of work for this role.

provide updated Terms of Reference at an upcoming meeting.

Members' Comments:

- Natasha Clarke expressed her gratitude to the Death Notification Working Group Co-Chairs for their leadership to pull everybody together to have this much needed uncomfortable conversation to move this work forward. We are now at a place of collective impact and there is more to be done but it's important to have the right voices at the table to get this right.
- Silvano Tocchi noted that the recommendation in changing the governance is wise, and he inquired about the Project Manager's role.

Anne Matthews responded that the work of the Project Manager would focus on the success framework presented around the principles of: Timeliness, Accuracy, Access and Consent. The project manager would help us look at the timeliness issues, why are jurisdictions lagging (some don't have the digital form); how to convince senior leaders that it's time to change; what are the things that we learn from each other in terms of the accuracy piece, for example. A scope of work for this role would be developed and we can share this later.

- Ron Hinshaw reiterated the need of a project manager as a committed resource to help move this work forward. It will help to bring back to this table a set of solutions on how we can implement death notification and registration across the country. This is not something we can do with limited resources, it's not within the scope of our work right now.

Catherine Bennett noted that this work is very promising and stressed the importance to keep the focus on the Canadian priorities. She advised that this priority is also of interest to the FPT Deputy Ministers' Table.



	<p>Motion to approve revision to the Death Notification Working Group's Terms of Reference to include a representative from Vital Stats as a third co-chair of the group and the hiring of a project manager (details on funding and SoW to follow): Catherine Bennett</p> <p>Seconded by: Sébastien Fleurant</p> <p>All in favour.</p>	
7.	<p>Joint Councils Logic Model – (TAB 6A)</p> <p>Natasha Clarke, as former co-chair of the Joint Councils' Framework Working Group, provided a recap of the objective and work done by the group. She introduced Cathy Kealey, Joint Councils Strategic Policy Analysts, that was hired by the ICCS on behalf of the Councils to operationalize the work of the FWG. She noted that Cathy's work will be focused on updating the existing Joint Councils' Logic Model to ensure that work of the Councils is aligned to its priorities including the work of all working groups.</p> <p>Cathy Kealey, Joint Councils Strategic Analyst, presented a revised Joint Councils' Logic Model, her early observations related to alignment of Joint Councils, PSSDC and PSCIOC working groups to the priorities of the Councils and her 30/60/90 days' work plan. Cathy advised that she will be reaching out in the next couple of weeks to the Councils and working groups' co-chairs to discuss this work further and to establish a strategic partnership between the ICCS, the Councils and its working groups going forward.</p> <p>Catherine Bennet stated that each Council would have a further conversation on their own priorities and alignment at their meeting the next day.</p> <p><i>No comments on this subject.</i></p>	<p><u>Action Item #3:</u> Cathy Kealey, JC Strategic Policy Analyst, to reach out to the Councils and working group co-chairs to discuss her work and to establish a strategic partnership between the ICCS, the Councils and its working groups going forward. Cathy to report back on her work at an upcoming teleconference/meeting.</p>
8.	<p>Digital Strategy Working Group (TAB 7)</p> <p>Guy Gordon, Mark Burns and Sean McLeish led a discussion to define the scope of work and next steps for the Digital Strategy Working Group. Guy noted that the working group co-chairs were seeking direction from members on whether the digital strategy priority is still relevant, what are the tasks, tactical or strategic, that the Councils want to see completed by this group. Based on feedback at this meeting, the group aims to develop a scope of</p>	<p><u>Action Item #4A:</u> Digital Strategy Working Group Co-Chairs to do an assessment on where Canadian jurisdictions are at in terms of Digital Strategy, identifying pain points (e.g.</p>



work, present and get endorsement of the scope of work at an upcoming teleconference and issue another call-out for participation on this group.

Natasha Clarke stated that Joint Councils members identified three priorities: Digital Strategy, Client Centric Services and Digital Identity. Of the three priorities, they weren't sure about Digital Strategy. The team is looking at a conversation if this still a priority of this table and if the Logic Model is enough to serve as the Joint Councils "strategy". Is there a need as we are all moving forward with our own Digital Strategy in our jurisdictions, are there tactical things to leverage and that this working group should be doing for this table?

Members' Comments:

- CJ Ritchie noted that there is no need for a pan-Canadian approach in everything we do. For jurisdictions, it's a timing issue on how ready they are to proceed with Digital Identity. She suggested to look where each jurisdiction is at, a horizontal view.
- Anne Matthews agreed and added that if jurisdictions take themselves as users what would that mean for them? How do they share what everyone else is doing, have open dialogue, as opposed to create one digital strategy to try and accelerate; jurisdictions are at different points in their evolution.
- Tracy Wood agreed that having one overarching digital strategy is not good idea at this point however a scan of where each jurisdiction is at would be useful. A scan would show what is common within the jurisdictions and what we can achieve together. It could be presented as an information sharing theme.
- Gillian Latham stated that digital strategy is a broad topic perhaps it would be best to focus on Digital ID as the key enabler to digital strategy.
- Marc Brouillard agreed that all jurisdictions have or are working toward their own digital strategy. He suggested having an assessment to show where our strategies overlap and what are the common threads in these strategies.
- Natasha Clarke recommended for members to read the framework referenced by Guy Gordon done by Harvard, she added that Nova Scotia and Ontario participated in it. She finds value in learning more about

Accessibility and Inclusion) and share it with Joint Councils members.

Action Item #4B:

Digital Strategy Working Group Co-Chair to develop a scope of work for the working group and report back to the Joint Councils at an upcoming teleconference.



	<p>what others are doing in terms of digital strategy, not only in Canada, but also internationally. No need for an overarching strategy. Focus on what we need in terms of digital identity and practical things; there is value in having an assessment and analysis across the country, there are challenging parts in trying to move in our own jurisdictions, some parts of that analysis could be common topics that we could drive at this table.</p> <ul style="list-style-type: none"> • Guy Gordon stated that the suggestions are very helpful, the notion of the utility and value where other jurisdictions are at, an assessment on common threads, identifying where there are some opportunities to tackle: accessibility and inclusion – legislation that is challenging. Guy agreed that the notion of a grand digital strategy is that we are not there yet. • Mark Burns added that he doesn't see a digital strategy as a prescriptive way; rather a working document on how we tie all these pieces together, the Logic Model is a prototype. • Natasha Clarke suggested as a next step for this group to do an assessment on where jurisdictions are at and that this would be an opportunity to identify the pain points. As a table we are not ready yet to discuss a larger digital strategy, but as we continue to mature as a table, it could evolve into something else. • Robert Louhglin added that related to scoping, when they adopted a Digital Strategy in NB, they had a dilemma, they wanted to do the government strategy, so scoping is very important to ensure the work is focused. 	
9.	<p>Canada Open Government (TABS 8A and 8D)</p> <p>Francis Bilodeau and Mélanie Robert provided an update on the work of the Canada Open Government Working Group and information on the Open Government Partnership Global Summit 2019.</p> <p>Francis Bilodeau asked members to share the information on the upcoming Summit with their DMs/Ministers and to consider the opportunity to submit any work from their jurisdiction that can be presented during the summit; TBS is interested on what is done at all levels of government.</p> <p><u>Members' Comments:</u></p>	<p><u>Action Item #5:</u></p> <p>The Canada Open Government Working Group Co-Chair to share the list of Ministers who were invited to the Open Government Partnership Global Summit with Joint Councils Members via ICCS Secretariat.</p>



	<ul style="list-style-type: none"> • Sophia Howse inquired if they have brought up the Summit to the Open Canada Working Group, if they have received subscriptions through their working group, as members are from across Canada. The response was affirmative, Moses Iziomon submitted the proposal through the Joint Councils' Canada Open Government Working Group. • Natasha Clarke inquired as to the list of the P/T Ministers that have been invited to the summit so that Joint Councils Members can connect with the appropriate people back in their jurisdiction. <p>Francis Bilodeau responded that the list of Ministers invited to the Open Government Partnership Global Summit will be shared through the ICCS Secretariat.</p> <p>Joint Councils Members were encouraged to reach out to the working group co-chairs for further information on the Global Summit and to connect with their P/T Ministers to ensure that they have received the invitation.</p>	
10.	<p>GoC Digital Academy (TAB 9)</p> <p>Taki Sarantakis, President of the Canada School of Public Service, and Neil Bower, ADM, gave an overview of the Government of Canada Digital Academy housed at the Canada School of Public Service. Taki stated that the objective of the Digital Academy is to work with partners and experts to develop in their people the foundational, specialist and leadership digital skills needed to meet expectations of Canadians, build diverse and inclusive communities and networks to support continuous a social learning, and re-focus learning on creating value through the practical application of tomorrow's technology and tools.</p> <p><u>Members' Comments:</u></p> <ul style="list-style-type: none"> • John Houweling (York Region) inquired if the municipalities could join the Digital Academy. <p>Neil Bower responded that municipalities can work with the Digital Academy and that they could discuss this further.</p> <ul style="list-style-type: none"> • Rachel Gaudreau (via teleconference) inquired if the courses are available in French as well. <p>Neil Bower (TBS) responded that some of the pilots are bilingual, they are working to provide good French content.</p>	<p><i>No action items identified from the discussion.</i></p>



11.	<p><u>Other Business:</u></p> <p>A) Sub-Committee and Working Groups</p> <p>Catherine Bennett drew members' attention to the Sub-Committee reports and noted the significant work being done around Councils' priorities.</p> <p>B) Dan Batista stated that the winner of the 2018 Ralph Heintzman Leadership Award is Sharon Squire. Sharon is a former PSSDC Member and ICCS Board President. Dan noted that the award would be presented to Sharon at dinner.</p> <p>C) Next in-person meeting of the Joint Councils is taking place on September 24th to 26th, 2019 in Winnipeg, Manitoba.</p> <p>Catherine Bennett thanked all members, observers and presenters at the meeting. She also thanked the ICCS team for the organization of the meetings and events.</p> <p>Natasha Clarke advised that Harry Turnbull is retiring, and she thanked Harry on behalf of the co-chairs and members of the Councils for his steadfast support to the work of the Councils in improving services to Canadians over the last ten years. Harry's contributions to the Councils are invaluable. He ensured that municipalities were well represented at this table; he put the M at this FPTM table. We will miss his friendly disposition who made him a key player on this team.</p> <p>Harry Turnbull thanked all the Joint Councils members and noted that it's all about the people. Harry introduced Stuart Hendrie (Niagara Region) who would be taking over as MISA rep on PSCIOC upon his retirement this summer.</p>	<p><i>No action items identified from the discussion.</i></p>
	<p><i>The meeting adjourned at 4:20 pm EST.</i></p>	