

JOINT COUNCILS ACTION ITEMS					Last updated: 05/09/2018	
		Next Joint Councils Meeting:	September 26, 2018 - Whitehorse, YT			
	ACTION ITEM	LEADS	ASSIGNED	STATUS	NOTES	
	Joint Councils Teleconference of July 30, 2018					
#1A	Framework Working Group Co-Chairs to work with ICCS to procure the services of a resource and manage one-year contract.	Sophia Howse & ICCS	07/30/2018	Underway	Position (one-year contract) to be filled in October 2018. Recruitment period Aug 28 to Sept 28, 2018.	
#1C	Natasha Clarke and Sophia Howse to provide a report to members in fall 2019 regarding the contract position to assess whether or not this has achieved its objectives.	Natasha Clarke, Sophia Howse	07/30/2018	Pending	Item scheduled in fall 2019.	
#2A	Rhianna Begley and Keleigh Annau to send out to members, via ICCS, a call out for participation for the GDPR group.	Chad Hoskins	07/30/2018	Completed	Message sent out via ICCS.	
#2B	The GDPR Group to share their Terms of Reference and work plan with members at an upcoming meeting/teleconference.	Chad Hoskins	07/30/2018	Pending	Item scheduled in fall 2019.	
	Joint Councils Teleconference of June 7, 2018					
#1B	Research Committee Co-Chairs to provide progress report in fall of 2018 related to longer term funding and other work program elements.	Richard Dalpé, Guy Gordon	07/06/2018	Pending	Update scheduled in fall 2018.	
#2	The Death Notification Working Group to report at the Joint Councils in-person meetings in Whitehorse on the: - Design thinking process for the co-development of a Bereavement Bundle Communications Tool and - Roadmap for a Digital "tell-us-once" solution	Anik Dupont, Anne Matthews, Ron Hinshaw	07/06/2018	Pending	Item on the September 26th meeting agenda	
	Joint Councils Teleconference of April 25, 2018					
#1	Digital Identity Working Group Co-Chairs to report back on roadmap of all streams of work at an upcoming teleconference/meeting (refer to per previous action items from the February 2018 meeting).	Jackie Stankey, Sophia Howse	25/04/2018	Pending	Item on the September 26th meeting agenda	
	Joint Councils Meeting of February 21, 2018 (Toronto)					
#1A	Framework Working Group: PSCIOC members to discuss at their meeting of Feb 22nd, the recommendation from the FWG to transition the Information Management (IM) Sub-Committee and the Information and Communication Technology Policy Working Group to Communities of Practice. PSCIOC to provide further feedback to the Joint Councils.	PSCIOC Members	02/21/2018	Underway	Update scheduled for upcoming teleconference (fall 2018). At the PSCIOC meeting of Feb 22, 2018, members agreed to keep IM Sub-Committee as is and to have a further discussion on potential areas of work for this group. PSCIOC members also agreed to discuss with their jurisdictional colleagues in this space to identify areas of work that can be assigned to the IM Sub-Committee. PSCIOC members to have a further discussion on this matter at their July 23rd teleconference.	
#1E (i)	Framework Working Group to develop guideline or "cheat-sheet", for Councils' approval, to help ensure the proper type of group is created, when required.	FWG Leads and ICCS Secretariat	02/21/2018	Pending	Document to be tabled at an upcoming Joint Councils teleconference.	

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#1E (ii)	Framework Working Group to develop governance structure (dashboard) of all working groups of the Councils.	FWG Leads and ICCS Secretariat	02/21/2018	Underway	A visual map of the Joint Councils is already available however the secretariat has engaged an external expert in design thinking to improve information management and reporting to the Councils. An infographic of the ecosystem of the Councils will be available in September.	
#2A	Digital Strategy: Each jurisdiction to develop their own jurisdictional digital principles and to have this ready for the next in person meeting of September 26th. Members to have a collective review of all digital principles to check for alignment.	Guy Gordon, Mark Burns, Sean McLeish	02/21/2018	Pending	Item on the November teleconference	
#2B	Digital Strategy: Joint Councils members approved to use the TBS's Digital Principles to guide the work of the Councils and of all working groups and committees. Digital Strategy leads to take the lead on this work and to continue to work with Joint Councils in defining role related to pan-Canadian digital strategy.	Guy Gordon, Mark Burns, Sean McLeish	02/21/2018	Pending	Item on the November teleconference	
#3C	Canada's Digital Interchange leads (Robert Frelich and Arlene Williams) to report back to the Joint Councils on the CDI pilots at the next in person meeting in the fall.	Robert Frelich, Arlene Williams	02/21/2018	Pending	Item on the September 26th meeting agenda	
#3D	Digital Identity leads to provide an updated roadmap with timelines (all streams of work including IMSC, CDI, etc) at the next Joint Councils meeting.	Jackie Stankey, Sophia Howse	02/21/2018	Pending	Item on the September 26th meeting agenda	
#4	Client Centric Services leads to update Intergovernmental Client-Centric Services Maturity Model with members' feedback from February meeting and to facilitate the development of client-centric project-based initiatives with interested partners.	Bev Dicks, Annette Vermaeten	02/21/2018	Pending	Item on the September 26th meeting agenda	
#7	Privacy Sub-Committee to report back to the Joint Councils on request related to information on streamlining privacy impact assessment and connecting the work of this group to the digital identity priority and the work around cybersecurity and cloud working group.	Chad Hoskins	02/21/2018	Pending	Update scheduled for fall 2018.	
	Joint Councils Teleconference of Nov. 17, 2017					
#5	CDI to provide an update on the work of the CDI Benefits Realization Study at the next teleconference.	Robert Frelich, Arlene Williams	11/17/2017	Pending	Update scheduled for upcoming teleconference (fall 2018)	
#1F	Joint Councils Meeting of February 22, 2017					
	Framework Working Group to work on development of a Joint Councils' Terms of Reference (currently there is only a mandate for PSSDC and PSCIIC) and recommendations on the future of the FWG and accountability of the Councils to the logic model. FWG to provide an update at an upcoming teleconference and/or meeting.	Natasha Clarke, Sophia Howse	02/22/2017	Pending	Update scheduled for upcoming teleconference (fall 2018). <i>This work would be undertaken by the new strategic policy analyst (to start in October 2018)</i>	