



Draft – v.2

## JOINT COUNCILS MEETING – PSSDC-PSCIOC

February 21<sup>st</sup>, 2018  
TORONTO, ONTARIO

### Record of Decision

#### Attendance

##### CO-CHAIRS:

Natasha Clarke  
Heather Sheehy

Nova Scotia – PSSDC  
ESDC/Service Canada – PSSDC

Sandra Cascadden  
Francis Bilodeau

Nova Scotia - PSCIOC  
Treasury Board of Canada Secretariat – PSCIOC  
(representing Alex Benay)

##### PSCIOC MEMBERS:

Kathryn Bulko  
Mark Brisson  
Rob Entwistle  
Melanie Fraser  
Terri McLeod  
Randy Moulard  
Curtis Naphan  
Harry Turnbull  
Peter Watkins  
Tracy Wood  
Munna Zaman

MISA Central (City of Toronto)  
Alberta  
MISA West (City of Kelowna)  
Ontario  
Yukon  
Newfoundland and Labrador  
Northwest Territories  
MISA East (City of Windsor)  
British Columbia  
Prince Edward Island  
Manitoba

##### PSSDC MEMBERS:

Deb Bergey  
Mark Burns  
Alan Doody  
Claudia Ferland  
Guy Gordon  
Karla Hale  
Michelle Herder  
Rob Hinshaw  
Rob Horwood  
Gillian Latham  
Michelle Lattimore  
Christian Laverdure  
Linda Maljan  
Anne Matthews  
Janet Nichols  
Mélanie Robert  
Silvano Tocchi  
Darren Williams

MSDO (Region of Waterloo)  
Yukon  
Newfoundland and Labrador (for Roxie Wheaton)  
Crown Indigenous Relations and Northern Affairs  
Manitoba  
MSDO (Region of Peel)  
MSDO (York Region)  
British Columbia  
New Brunswick  
Nova Scotia  
Immigration, Refugees and Citizenship Canada  
Innovation, Science & Economic Development  
Northwest Territories  
Ontario  
Veterans Affairs Canada  
Treasury Board of Canada Secretariat  
Canada Revenue Agency  
Public Services and Procurement Canada



#### **PSCIOC / PSSDC / JOINT COUNCILS OBSERVERS & PRESENTERS:**

Robert Devries	Ontario, IMSC Co-Chair	Robert Frelich	ESDC/Service Canada, CDI Co-Chair
Karin Fuller	Treasury Board of Canada Secretariat	Jacqueline Kiwanuka	ServiceOntario
Steve Burnett	ServiceOntario	Margo McCarthy	ESDC/Service Canada
Mary Crescenzi	ESDC/Ontario Region Service Canada	Kumaran Nadesan	ServiceOntario
Dana D'Amore	ServiceOntario	David Tallan	ServiceOntario
Anik Dupont	ESDC/Service Canada, DNWG Co-Chair	Mary Venezia	ServiceOntario
Bernadette De Souza	Ontario Shared Services	Annette Vermaeten	ESDC/Service Canada, CCS Co-Lead
Chris Durham Valentino	ESDC/Service Canada	François Nault	Statistics Canada
		Krista Dewey	Vital Statistics Canada – Nova Scotia
		Alexandra Schmidt	Vital Statistics Canada - Ontario

#### **ICCS Secretariat:**

Dan Batista	Maria Luisa Willan	Linda Robins	Stefania Silisteanu
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Item	Topic / Discussion	Decision / Action
	Welcome remarks by Heather Sheehy on behalf of the Co-Chairs. Water ceremony by Elder Whabagoon and acknowledgement of traditional territory.	
1.	<p><b><u>ADMINISTRATIVE MATTERS:</u></b></p> <p>Natasha Clarke, on behalf of the PSSDC and PSCIOC Co-Chairs, welcomed all members and observers to the meeting. She extended her appreciation to Anne Matthews, David Ward and Melanie Fraser for hosting of the meetings in Ontario.</p> <p><b><u>A) Approval of Record of Decision from October 4<sup>th</sup>, 2017 in-person Joint Councils meeting, Charlottetown, PEI (Refer to TAB 1A)</u></b></p> <p>Record of Decision of Joint Councils' meeting of October 4<sup>th</sup>, 2017 adopted without changes. Moved by Natasha Clarke and seconded by Linda Maljan.</p> <p><b><u>B) Acceptance of February 21<sup>st</sup>, 2018 Joint Councils Agenda (Refer to TAB 1B)</u></b></p> <p>Joint Councils' meeting agenda of February 21<sup>st</sup>, 2018 adopted. Moved by Natasha Clarke and seconded by Mark Brisson. No comments or questions were raised.</p>	<p><b><u>Decision # 1:</u></b></p> <p>Record of Decision of October 4<sup>th</sup>, 2017 Joint Councils' meeting in Charlottetown adopted without changes.</p> <p><b><u>Decision # 2:</u></b></p> <p>Agenda of February 21<sup>st</sup>, 2018 meeting adopted.</p>



2.	<p><b><u>Ontario Guest Presenter: Hillary Hartley, Chief Digital Officer, Government of Ontario (Refer to TAB 2)</u></b></p> <p><i>The Mission: Making Online Services Simpler, Faster and Better for People and Business.</i></p> <p>As Ontario's Chief Digital Officer, Hillary Hartley partners with government ministries in delivering major digital projects. Ms. Hartley also helps accelerate transformation across government by setting new service standards for digital products, attracting and empowering digital talent, and aligning partners around delivering the best possible customer experience. Making it easier for people and business to interact and engage with their government through the power of digital technologies is part of the plan to create jobs, grow Ontario's economy and help people in their everyday lives.</p>	No action item identified.
3.	<p><b><u>Framework Working Group</u></b></p> <p><b><u>Vision:</u></b> Enabling World Class Public Service Through Co-creation and Collaboration.  <b><u>Call to Action:</u></b> Focus and Acceleration to Enable Digital Government for Canadians.</p> <p><b><u>A) Framework Working Group – Context Setting/Gap Analysis</u></b>  <i>(Refer to TAB 2A &amp; 2B)</i></p> <p>Natasha Clarke thanked the Framework Working Group members and also extended her thanks to Elky Hanlon who took the leadership role and helped the group move things forward. She also thanked the Sub-Committees and Working Groups' Co-Chairs who provided feedback on the Gap Analysis. The Framework Working Group is looking for endorsement of several recommendations related to status of all working groups and governance structure of the Councils.</p> <p><b><u>Decisions:</u></b></p> <ol style="list-style-type: none"> <li>1. Framework Working Group recommendation for the following groups to continue their work - PSSDC's Service Network Collaboration WG, Service to Business CoP (to transition to a Working Group), the Joint Councils' Canada's Open Government Working Group, Identity Management Sub-Committee (IMSC), Canada's Digital Interchange (CDI), Death Notification Working Group, and the PSCIOC's Cloud Working Group. Members approved the Framework Working Group recommendation.</li> </ol>	<p><b>Action Item #1A:</b>  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.</p> <p><b>Action Item #1B:</b> Framework Working Group recommendation that the three priorities of the Joint Councils - Digital Identity, Digital Strategy and Client Centric Services - be formalized into Working Groups (co-chaired by the current leads) and that a formal call for participation should be issued to the Joint Councils to help advance the work.</p> <p><b>Action Item #1C:</b> Framework WG recommendation that the work of Identity Management Sub-Committee (IMSC) and Canada's Digital Interchange (CDI) to</p>



2. Framework Working Group recommendation for the work of the PSCIOC's National CIO Working Group on Information Protection (NCSIP) and the Joint Councils' Privacy Sub-Committee and Research Committee to continue and for the Councils to leverage their expertise to advance the Joint Councils' priorities.
3. Framework Working Group recommendation to task the PSCIOC's IT Procurement Working Group with activities related to priorities or transition to Community of Practice. Kathryn Bulko, IT Procurement Chair, welcome suggestions from members on activities that this working group can take on. At this time it would remain as a working group and not a CoP.
4. Framework Working Group recommendation for the Joint Councils to sunset the PSSDC's Channel Shifting Working Group and the Joint Councils' Service Mapping Sub-Committee. Members approved the Framework Working Group recommendation.
5. Framework Working Group recommendation that the three priorities of the Joint Councils - Digital Identity, Digital Strategy and Client Centric Services - be formalized into Working Groups (Co-Chaired by the current leads) and that a formal call for participation should be issued to the Joint Councils to help advance the work.
6. Framework Working Group recommendation on group structure related to what is a committee or working group versus community of practice. Members were in agreement for these criteria to be used when approving future groups of the Councils.
7. Framework Working Group recommendation that each group of the Councils (Joint Councils, PSSDC or PSCIOC) should have a defined 1. Terms of Reference, 2. Work plan approved by the Councils (Council the group report to) on a bi-annual basis, 3. Regularly scheduled meetings, and 4. At least 1 Co-chair being a member of the Councils.

#### **Members' Feedback:**

- A suggestion was made for the working groups and sub-committees to be linked to the Joint Councils priorities, to emphasize those three priorities and make a stronger commitment to deliver on these.

continue, with the Digital Identity Working Group providing oversight to ensure alignment with the identity roadmap. ICCS Secretariat to advise the IMSC and CDI co-chairs of this decision.

**Action Item #1D:** Framework Working Group recommendation that each group of the Councils (Joint Councils, PSSDC or PSCIOC) should have a defined 1. Terms of Reference, 2. Work plan approved by the Councils, 3. regularly scheduled meetings, and 4. at least 1 co-chair being a member of the Councils.

#### **Action Item #1E:**

Framework WG to develop guideline or "cheat-sheet", for Councils' approval, to help ensure the proper type of group is created, when required. The cheat-sheet to include governance map of all groups.

**Action Item #1F:** Framework WG: Digital Strategy, Digital Identity and the Client Centric Services priority leads to develop work plans to further advance the work, and to populate the activities of the Logic Model's short term goals.

#### **Action Item #1G:**

Framework WG to return to Joint Councils teleconference/meeting to propose a recommended approach for operationalizing the work of the Framework Working Group.



- Rob Frelich expressed support for the recommendation for CDI and IMSC to work under the Digital Identity Working Group for better efficiency and alignment.
- Natasha Clarke stated that the working groups will work with the priority leads in developing the roadmap for each priority to move this work forward. Natasha reminded members that the Logic Model was created to set up the Joint Councils priorities, identification of the short goals to contribute to the long term goals. The Logic Model to be a living document that keeps this work focused and aligned to the Councils' vision and call to action. Natasha advised that there will be a discussion at the September meeting around the future role of the Framework Working Group.

#### **B) Framework Working Group – Digital Strategy** (Refer to TAB 2C)

Guy Gordon and Mark Burns provided an update on the work related to the Digital Strategy priority including review of results of recent scan of digital strategies across the country.

The digital strategy leads noted that the group was looking for endorsement of proposed next steps:

- Work with Joint Councils to define their role re Pan Canadian Digital Strategy
- Collect and share tools/resources re Digital Strategy

#### **Presentation on Canada's Digital Principles** (Refer to TAB 2D)

Francis Bilodeau, TBS, gave an overview of Canada's Digital Principles. He noted that TBS was seeking feedback from members on the digital principles and members' input will help shape the final version that will be presented within Canada (for pan-Canadian adoption) and with international partners.

#### **Members' Feedback:**

- It was suggested that by the Councils endorsing the digital principles it provides an opportunity to come together as a country (showing a united front). Also for the Councils to reach out and connect with other tables such as the Clerks and Cabinet Secretaries and the FPT DMs' Table to move work forward. The digital principles provide a starting point and opportunity to standardize across jurisdictions for a common language and better alignment.

#### **Action Item #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.

**Action Item #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.



- The value of the digital principles is putting clients at the centre – practical things we could do, the process of developing and delivering something that works for all jurisdictions, to provide alignment; adopting the digital principles as Councils provides opportunity to do something actionable; creating a space for collaboration.
- The FPT DMs' Table is encouraging jurisdictions to avoid duplication – the buddy system – a way to help each other to incubate ideas.
- It was noted that while Council members embrace the digital journey the question is how can we speed up this work and have greater alignment across Canada? How can we come together and ensure that every jurisdiction has digital principles and that these are aligned all across the country?
- Important for the Councils to facilitate internal conversation around this topic and opportunity for jurisdictions to share their “story”.
- A concern was raised about why there is a need for each jurisdiction to craft its own digital principles as opposed to endorsing the Digital Principles presented by TBS.
- This is a starting point; we need the frame to start the conversation, there are different interpretations of what digital means across the country, we are doing business in different ways but with the same purpose.
- While the focus is on digital there are some vulnerable communities that don't have access to digital services so it's not the only way. We still need to have non-digital service.
- It was suggested for the Councils to consider the following as next steps:
  1. For each jurisdiction to use the Canada's Digital Principles as a starting point and go through the process of creating its own digital principles and sharing back with Councils.
  2. For the Councils to review all digital principles across the country and then craft a collective version of digital principles as a Joint Councils that reflects all levels of government/jurisdictions.



The following was asked of the Joint Councils:

- Can the Councils adopt Canada's Digital Principles as a living document and revisit once we hear back from all jurisdictions.
- How can the Councils support and enable every jurisdiction to develop their own digital principles and provide expertise to this process (sharing those as they come together and we make sure that they are aligned as pan-Canadian)?
- There was an inquiry as to what this means to the five principles in the Logic Model vis-à-vis Canada's Digital Principles.  
Natasha Clarke clarified that the principles in the Logic Model serve to guide the work of the Councils; the Digital Principles are more on *how we do the work*.

**Decision:**

8. The Joint Councils members approved to use Canada's Digital Principles to guide the work of the Councils and of all working groups and committees.

Each jurisdiction was tasked 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. Digital Strategy leads to provide assistance on this work and to continue to work with Joint Councils in defining role related to pan-Canadian digital strategy.

**C) Framework Working Group – Digital Identity**

**Presentation by Vital Statistics Councils for Canada**

Overview of the work by the Vital Statistics Councils for Canada as it relates to the work of the Councils on digital identity. Krista Dewey and Alexandra Schmidt provided a presentation on this item (Refer to TAB 2E). François Nault was also in attendance at the meeting.

*No action items identified from this presentation.*

**Action Item #3A:** Digital Identity leads to report back on the work related to Policy and Governance stream and the creation of a sub-group on Public Policy (public - private dynamic) and to provide scope of work on what to do in this area for members' review.



### **Progress Report on the five components of the roadmap required to accelerate identity management in Canada**

Jackie Stankey and Keleigh Annau (*via teleconference*) gave a presentation on the current work of the group which also included an update on the work of the Identity Management Sub-Committee (IMSC) by Rob Devries and Canada's Digital Interchange by Robert Frelich. (Refer to TAB 2F)

#### **Members' Feedback:**

- Mélanie Robert asked for clarification around the recommendation of the Digital Identity Leads in creating a Policy and Governance Working Group. She advised that what is being suggested for this new group to look at is similar to what the current Open Government Working Group is working on so there is an opportunity to work together. She suggested connecting with Digital Identity Leads on this matter.
- There was general agreement from members that a sub-group be created within the work of Digital Identity around policy and governance and not creating a new working group of the Councils.
- Rob Devries expressed his support of this initiative looking at policy and governance. He noted that there seems to be a missing component in the identity management discussion; what is the government's position in how identity is created and used? There are different models across the country and need to understand the government's role. He also suggested for the Digital Identity leads to provide better clarity as to what is the problem we are trying to solve here.

Jackie Stankey agreed and noted that under the digital identity roadmap there is work to do on governance. She will regroup with her team and report back to the Councils on how to manage this and also on how the private sector and not-for-profit sector (i.e. DIACC) would be consulted and engaged.

- Jackie Stankey also advised that the Digital Identity leads have started to build the roadmap, and continue the great work on the pan Canadian Trust Framework but there are components they

**Action Item #3B:** Digital Identity leads to work on a Communications Toolkit for identity management that would include the following target deliverables: Identity 101 (basic identity concepts), Canada's identity story, impacts of different approaches to identity management, maintained "Advancing Identity Management Roadmap", artifact sharing platform, and "what have we missed?". Digital Identity leads to develop funding proposal (include scope of work) and to report back to Joint Councils at an upcoming teleconference.

**Action Item #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.

**Action Item # 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.



haven't addressed yet such as the policy around public and private sector responsibilities and how to engage. She noted that the work on Digital Identity has the support of the FPT DMs' Table.

Jackie Stankey noted that the group is seeking funding from the Councils to hire a consultant to move this work forward and also to check alignment with other initiatives. The Digital Identity team from Alberta has met with the team in Manitoba to see if there is synergy and work through ICCS for any resources for this activity.

- There was general agreement from members for the Digital Identity leads to report back on the work related to Policy and Governance stream and the creation of a sub-group on Public Policy (public - private dynamic) and to provide scope of work on what to do in this area for members' review.
- Digital Identity leads to work on a Communications Toolkit for identity management that would include the following target deliverables: Identity 101 (basic identity concepts), Canada's identity story, impacts of different approaches to identity management, maintained "Advancing Identity Management Roadmap", artifact sharing platform, and "what have we missed?". Digital Identity leads to develop funding proposal (include scope of work) and to report back to Joint Councils at an upcoming teleconference.

Jackie Stankey stated that the group would welcome any support from the Joint Councils members on drafting RFP for this work. Natasha Clarke and Robert Devries have offered to help to draft the proposal for the Digital Identity Priority RFP. The proposal will go to Joint Councils members for funding approval.

Jackie Stankey advised that the Digital Identity leads will update the roadmap and will report back on this at the next in person meeting.

Following the update by Robert Frelich on the work of Canada's Digital Interchange, he advised that CDI will report back to the Joint Councils on the CDI pilots at the next in person meeting in the fall.



#### **D) Joint Councils Priority: Client Centric Services**

Ron Hinshaw (on behalf of Bev Dicks, BC) and Annette Vermaeten gave an update on the work related to Client Centric Services (Refer to TAB 2G)

##### **Members' Feedback:**

- Mark Brisson noted that in terms of digital readiness, the preference is for digital first however there are other channels and the citizen will choose the channel that suits him best.
- Heather Sheehy asked about what initiatives we could do to make progress. What are those barriers, gaps, problems and roadblocks that this table could work on collectively to overcome.
- Natasha Clarke stressed the importance for this work to be action oriented; identifying and working on the big issues, having practical examples to focus on what is truly important. Is there an opportunity to template something and creating tangible results?
- Guy Gordon agreed to be action oriented and to capture the lessons learned across the country.
- Karla Hale stated that we do not have a good handle on the voice of the citizen and what it is that the citizen wants us to solve. Mélanie Robert responded that insight into this question may be found in Citizens First 8.

**There was general agreement for the Client Centric Services leads to update the Intergovernmental Client-Centric Services Maturity Model with members' feedback from the February meeting and to facilitate the development of client-centric project-based initiatives with interested partners.**

**Action Item #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.

#### **4. Death Notification Working Group – Progress Report (*verbal update*)**

Anik Dupont, Death Notification Working Group Co-Chair, gave a status report on the work of the group. She advised that the working group has been working on Phase II of the Death Notification and Registration Blueprint. She is pleased that Phase I of the blueprint was adopted by the Joint

**Action Item #5A:** Death Notification Working Group Co-Chairs will send out a call for participation to members for support/interest on the development of bereavement bundle (via the ICCS Secretariat). The DNWG Co-



Councils as presented at the October 2017 meeting in PEI. While Phase II still underway the group is developing a proposal to present to the Joint Councils on the next phase of this work. Mark Healy from NL (*via teleconference*) added that the team is working with Service Canada on the blueprint and Vital Stats, doing due diligence on business case with vendors, meeting with stakeholders to help with information (funeral directors and authorities), the group will put together a project plan in the next couple of weeks.

Anik Dupont stated that the second body of work related to the Phase II of the blueprint is client interviews. Davis Piers was hired to develop Phase II of the blueprint and that a big part of this work is interviewing Canadians across the country as to their recent experience when registering the death of a loved one. This part of the work is expected to be completed by end of March; it has been a rich experience with key highlights. The citizens that are being interviewed have been pleased and surprised that the government has taken the time to meet with them about their experiences and the goal to improve this process in the future. The group is expecting a report from Davis Pier by end of March or mid-April. There are also discussions around the creation of a bereavement bundle and working collectively. The goal is to develop something useful for the citizens - being able to complete all transactions in one place.

Anik Dupont advised that the Death Notification Working Group will report back to the Joint Councils around a design thinking project to bring people from jurisdictions to work on a bereavement bundle. How can we solve this for the citizens? We will be coming back with a proposal for the next phase of this work, we want to be assertive and work towards what is tangible and for jurisdictions to be able to test and implement.

#### **Members' Feedback:**

- Ron Hinshaw added that as we move to the third phase of this work is important to look at opportunities to prototype. The previous presentation of the maturity model (client centric services) can help us to move this forward.
- Sandra Cascadden asked how we can do this faster. What is required for it, what resources are needed?
- Heather Sheehy stated that the Clerks and Cabinet Secretaries asked to accelerate this work and

Chairs will report back to Joint Councils on proposal for bereavement bundle.

**Action Item #5B:** Death Notification Working Group Co-Chairs to present the results of the work related to Phase II of the Death Registration and Notification project at an upcoming teleconference (project expected to be completed at the end of April 2018).



emphasized the importance of showing progress. In regards to the bereavement bundle, she suggested considering options such as ESDC's Acceleration Hub to move quicker.

- Anik Dupont noted that a Call to Action required for the bereavement bundle. We have the capacity to do it, but need participation. Will bring in jurisdictions and third parties, such as the medical profession, lawyers and funeral directors, etc. together to co-create a bereavement bundle. The Acceleration Hub facilitates design thinking around how to implement. It's a great way to bring people together to resolve problems and has had great success. Work could be done in a couple of months or faster if possible. We will circulate the proposal/our plan on how the process would work, what type of participation is required and take the work on the road to certain jurisdictions to help progress the work. It's flexible, and we can get lots of engagement and the results we need.
- Annette Vermaeten noted that work was done on the bereavement bundle a few years ago. A snapshot of touch points was developed and while outdated, that work could be revisited work as a starting point.
- Natasha Clarke stated that in 2009 the bereavement bundle was a priority and there are jurisdictions that could share what they have. The journey map is very important and in term of our Table, engaging with Citizens is the most important; this would be a compelling story to tell our Deputies. Suggested for the DNWG to finish the current work on Phase II, review insights of this work and for the group to put together a proposal for the next phase of this work and to include design thinking.

**It was agreed for the Death Notification Working Group Co-Chairs to send out a call for participation to members for support/interest on the development of bereavement bundle (via the ICCS Secretariat). The DNWG Co-Chairs will report back to Joint Councils on proposal for bereavement bundle.**

**Death Notification Working Group Co-Chairs to present the results of the work related to Phase II of the Death Registration and Notification project at an upcoming teleconference (project expected to be completed at the end of April 2018).**



5.	<p><b>FPT Deputy Ministers' Table on Service Delivery Collaboration (TAB 4)</b></p> <p>Natasha Clarke and Annette Vermaeten, FPT DMs' Table Secretariat, gave an update on progress that will be highlighted by the FPT DMs' Table to Clerks this spring (TBC). (Refer to TAB 4)</p> <p>It was recommended that a working group be created to help in developing a response (letter of support) from the FPT DMs' Table to Clerks on their Declaration on Public Sector Innovation.</p> <p><b><u>Members' Feedback:</u></b></p> <ul style="list-style-type: none"> <li>• Heather Sheehy stated that this is an opportunity to leverage these tables to support the work of the Councils. In particular, demonstrate our commitment to service; show the good work that is being done here and make our work more visible. Heather advised that ESDC would be pleased to have someone on this working group to develop a letter of support.</li> <li>• Mélanie Robert suggested showing what the Councils have done, articulating the next steps, it would be powerful, instead of another aspirational thing.</li> <li>• Linda Maljan inquired as if anyone knows what the Deputies are looking for; it's a great declaration but need to figure out what they want so we could work on it.</li> <li>• Natasha Clarke stressed the importance to respond in order to show support to Deputies - how can we support them and leverage the work of these tables, make them aware of our own challenges, discuss issues around governance, so many players in this area and we have an opportunity for collaboration.</li> <li>• Sandra Cascadden suggested showing Deputies and Clerks what we are doing, asking for support where we have issues, showcase current activities in order to make progress across jurisdictions. Need to draft a letter of support and perhaps a working group can help to put this together. Giving them also an opportunity to provide feedback and insight into our work.</li> <li>• The notion of the report card was suggested. There is great opportunity to work in the open.</li> </ul> <p><b>Joint Councils Co-Chairs agreed to draft letter of support on behalf of the FPT DMs' Table, with</b></p>	<p><b>Action Item #6A:</b> FPT DMs' Table: Joint Councils Co-Chairs agreed to draft letter of support on behalf of the FPT DMs' Table, with support from Joint Councils, to the Clerks and Cabinet Secretaries related to the recent Clerks' Declaration on Public Sector Innovation. Letter to include both current activities and challenges by the Councils. It was suggested the notion of report card or using design principles as an opportunity to make it look different. PSSDC and PSCIOC Co-Chairs to discuss/confirm approach and next steps.</p> <p><b>Action Item #6B:</b> FPT DMs' Table: Joint Councils Co-Chairs agreed to create a working group to help in developing letter of support for FPT DMs' Table. A call for members to be sent out on behalf of the Joint Councils Co-Chairs.</p>
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	<p>support from Joint Councils, to the Clerks and Cabinet Secretaries related to the recent Clerks' Declaration on Public Sector Innovation. Letter to include both current activities and challenges by the Councils. It was suggested the notion of report card or using design principles as an opportunity to make it look different. PSSDC and PSCIOC Co-Chairs to discuss/confirm approach and next steps.</p> <p>Joint Councils Co-Chairs agreed to create a working group to help in developing letter of support for FPT DMs' Table. A call for members to be sent out on behalf of the Joint Councils Co-Chairs.</p>	
6.	<p><b>Joint Councils Privacy Sub-Committee – (Refer to TAB 4)</b></p> <p>Chad Hoskins, Privacy Sub-Committee Chair and Rhianna Begley (via teleconference), gave a progress report on the work of the Privacy Sub-Committee and how this committee can help support and advance the priorities of the Councils.</p> <p><b><u>Members' Feedback:</u></b></p> <ul style="list-style-type: none"> <li>Sandra Cascadden commended the work of the Privacy Sub-Committee around privacy access. She suggested linking the dots around the work of privacy and access to the identity management work. Also the work around privacy from a cyber-perspective to the work of cyber security and with the Cloud Working Group; opportunity to connect the dots between the Privacy Sub-Committee and other groups. Sandra inquired as to how to streamline privacy impact assessments; can the privacy group help with this, is there a cost?</li> </ul> <p>Rhianna Begley responded that the Privacy Sub-Committee can explore this idea further and see what is available in other jurisdictions, do a jurisdictional scan on best practices and report back to the Joint Councils.</p> <ul style="list-style-type: none"> <li>Francis Bilodeau expressed interest in the work around privacy access; he noted that TBS is currently working on the Access Act to the extent of sharing information across jurisdictions about best practices. Also interest in business process alignment, what are the best practices related to business processes, how to manage this and things that we could learn from each other. Lastly, interest in environment; dealing with day to day, clear expectations, volume of information, technical requirements, documents be in both languages and accessible.</li> </ul>	<p><b>Action Item #7:</b> 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.</p>



	<p><b>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.</b></p>	
7.	<p><b><u>Other Business:</u></b></p> <p><b>A) Joint Councils Action items from previous meetings (TAB 5A).</b> Included in binder for information only. No comments or questions were raised.</p> <p><b>B) Announcement of ICCS Heintzman Leadership Award 2017</b></p> <p>Karla Hale announced that the recipient of the 2017 Heintzman Leadership Award is Bette-Jo Hughes, former PSSDC member and PSCIOC Co-Chair. She noted that Bette-Jo will be presented with her award at Official Councils' Dinner in the fall. Karla advised that at the Official Joint Councils' Dinner of February 21<sup>st</sup>, Frank D'Onofrio will receive his 2016 Heintzman Leadership Award for 2016. Members will receive the link to submit a nomination for the Heintzman Leadership Award 2018 following the meeting.</p> <p><b>C)</b> Heather Sheehy advised that the next in person meeting of the Joint Councils is taking place in Whitehorse on September 25-27, 2018.</p> <p><b>D)</b> Heather Sheehy advised that the update reports from the Joint Councils' sub-committees and Working Groups were included in the meeting binder for information only.</p> <p>Heather Sheehy thanked the Ontario members for being great hosts and for the warm hospitality. The Co-Chairs thanked members and observers for their participation in the meeting.</p>	
	<p><i>The meeting adjourned at 5:00 pm EST.</i></p>	