

	AGENDA ITEM	STATUS	LEADS	NOTES
ACTION ITEMS FROM JOINT COUNCILS MEETING OF SEPTEMBER 17th, 2015				
#4	Service Mapping Sub-Committee (SMSC) to report back to the Joint Councils in 12-18 months on a proposal to detail how the SMSC would evolve in to a “standards” body within Joint Council (as per SMSC’s request approved at the Sept. meeting).	Pending - SMSC to provide update in Feb 2017.	SMSC Co-Chairs	
ACTION ITEMS FROM JOINT COUNCILS MEETING OF FEBRUARY 24th, 2016				
#2B	Identity Management: IMSC Co-Chairs to provide progress report to the Joint Councils at the September 2016 Victoria meeting on the work of the IMSC. (possible items for discussion: Engagement of Intergovernmental Affairs (or equivalent) in respective jurisdictions, Fit within broader Digital Service/Digital government agenda, Political Driver/Leadership, Investment, Readiness/Maturity assessments against Trust Framework across Canada, Sustainability/ongoing maintenance, Compliance, Use Cases).	Underway - item included in the Joint Councils September meeting agenda.	Rita Whittle, Robert Devries	
#2C	Identity Management: Canada's Digital Interchange - CDI to provide a progress report at the next Joint Councils meeting in September.	Underway - item included in the Joint Councils September meeting agenda.	Robert Frelich	
#2D	Identity Management: DIACC to provide a progress report on their current activities around the Unified Trust Framework, development of certification process and Trustmark, funding model, member engagement and proof of concept at the September Joint Councils meeting.	Underway - item included in the Joint Councils September meeting agenda.	Joni Brennan	
#3A to #3H	Framework Working Group: During the discussion on the work of the Framework Working Group, the following action items were identified. The Framework Working Group was tasked to report back on the following items at an upcoming PSSDC/PSCIOC teleconference or at September meeting.			
	A) Request to maintain Visual Map of all committees and working groups as presented at the Toronto meetings. Framework Working Group to discuss with ICCS Secretariat regarding ongoing support and maintenance of visual map (discussion on next steps, software and resources/funding required). FWG to report back to the Joint Councils on financial support required for review and approval at an upcoming PSSDC/PSCIOC teleconference.	Ongoing - Visual Map of the Joint Councils is regularly updated by the ICCS Secretariat and posted on the members' only site under JC Visual Map.	Natasha Clarke, Sophia Howse	
	B) Request for Framework Working Group to evaluate all current Joint Councils, PSSDC and PSCIOC Sub-Committees and Working Groups to assess how they support the work/priorities of the Councils in general and vis-à-vis call to action on digital government - linkages/gap analysis. Request to review mandate of each committee/working group to assess support to the Councils, identify opportunities to leverage work, and determine which groups are more action oriented vs. information sharing or communities of practice. FWG to do evaluation of these groups and provide recommendations to the Joint Councils for members to make decision as to which groups need to be repurposed, merged with other groups, or disband. An update report to be included in upcoming PSSDC/PSCIOC teleconferences.			
	C) Framework Working Group (or other group to be determined) to provide ongoing direction and oversight of the committees and working groups of the Councils moving forward. FWG to provide recommendations to the Joint Councils at an upcoming PSSDC/PSCIOC teleconference or meeting.			

	D) Request for FWG to set-up an open process for Council members to participate in current/future Committees and Working Groups. FWG to report back on this item at an upcoming PSSDC/PSCIOC teleconference.	Underway - items included in the Joint Councils September meeting agenda		
	E) Request from members to create a working group around 'user experience' and how to assess/measure outcomes. Decision to be made after evaluation of committees/working groups by the FWG.			
	F) Request for Framework Working Group to draft mandate for “Joint Councils”, currently there is only a mandate for PSSDC and PSCIOC. FWG to report back on this item for Joint Councils members’ review at an upcoming PSSDC/PSCIOC teleconference.			
	G) Request for Framework Working Group to develop a project plan (roadmap) around short-term and long-term next steps to advance this work and report back to the Joint Councils at an upcoming PSSDC/PSCIOC teleconference or September meeting.			
	H) Request for Framework Working Group to ensure Joint Councils' collaboration on foundational pieces for Digital Government, i.e. identity management and to use 'Death Notification' as pathfinder. Framework Working Group to include this item in roadmap and report back to Joint Councils at the September meeting.			
#4B	Research Committee Co-Chairs to provide a progress report at the September Joint Councils meeting around the following next steps (as discussed at the Toronto meeting): 1. Review Research sub-committees and recommend changes to reflect the priorities of the Joint Councils 2. Identify members of Committees and Sub-committees 3. Confirm research needs of the Joint Councils and member jurisdictions 4. Identify priority research projects, including identification of recent research related to current JC priorities 5. Develop detailed work plan for the way forward, for approval at next meeting of the Joint Council.	Pending - Update to be scheduled in the fall 2016 and at the Feb 2017 meeting	Richard Dalpé, Guy Gordon	
ACTION ITEMS FROM JOINT COUNCILS MEETING OF AUGUST 11th, 2016				
#1	Death Notification Working Group: Jacques Paquette’s office requested for Davis Pier (consultant) to provide acceleration options for this work. These recommendations would be shared with the FPT DMs’ Table considering their interest in this area.	Pending - Davis Pier (consultant) to provide recommendations as part of the work of the DNWG.	DNWG	