

JOINT COUNCILS ACTION ITEMS				
	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).	Update to be provided as part of the FWG Gap Analysis.	Denise Gomes, Richard Liu, TBC	<i>pending gap analysis results</i>
ACTION ITEMS FROM JOINT COUNCILS MEETING OF FEBRUARY 24th, 2016				
#3C	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. 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 - Discussion on future role of FWG on the Feb 21st meeting agenda.	Natasha Clarke, Sophia Howse	
#3E	Framework Working Group: 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.	Pending - further update to be provided at an upcoming teleconference/meeting.		
ACTION ITEMS FROM JOINT COUNCILS MEETING OF FEBRUARY 22nd, 2017				
#1D	Framework Working Group to undertake a gap analysis of all the Councils’ working groups and committees. This work would identify gaps and opportunities for better collaboration and a better understanding of how each working group can help to achieve Councils’ priorities and Logic Model short term goals. FWG to provide an update at an upcoming teleconference/meeting.	Underway - Results of Gap Analysis to be presented at the Jan 31st JC teleconference.		
#1F	Framework Working Group to work on development of a Joint Councils’ Terms of Reference (<i>currently there is only a mandate for PSSDC and PSCIOC</i>) 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.	Pending - further update to be provided at an upcoming teleconference/meeting.		
ACTION ITEMS FROM JOINT COUNCILS MEETING OF OCTOBER 4, 2017				
#1	Framework Working Group Co-Chairs to report back at the February meeting on the following items: <ul style="list-style-type: none"> • Gap analysis to understanding how each of the Councils’ working groups can help to achieve priorities and the Logic Model’s short term goals. • Work with Priority Leads for a report out on each of the priorities (scope/roadmap). 	Underway - update at the February in person meeting.	Natasha Clarke, Sophia Howse	

#2	FWG: Client Centric Services Priority Leads will refine the Maturity Model based on members' feedback from this meeting and also the feedback from the Jurisdictional consultations that will be carried out in the fall/winter. The CCS Priority Leads will report back to the Joint Councils on this work at the next in person meeting in February.	Underway - update at the February in person meeting.	Bev Dicks, Annette Vermaeten	
#4	FWG: Digital Identity Priority Leads to report back on the five components of the roadmap needed to accelerate identity management in Canada: 1. Communication/Collaboration, 2. Pan-Canadian Trust Framework, 3. Pilots, 4. Approach to technology, and 5. Public Policy and Governance. This priority includes update on the work from IMSC and CDI.	Underway - update at the January teleconference and the February in person meeting.	Jackie Stankey, CDI, IMSC	
#5	CDI Co-Chairs to invite Vital Stats to participate as an observer at the February in-person meeting discussion on CDI.	Completed - VSCC has accepted invitation and will be represented at the Feb meeting.	Rob Frelich, Arlene Williams	
#7	Death Notification Working Group Co-Chairs to report back on client journey mapping (Death Registration and Notification Blueprint - Phase II) at the February 2018 Joint Councils in person meeting.	Underway - update at the February in person meeting.	Anik Dupont	
ACTION ITEMS FROM JOINT COUNCILS TELECONFERENCE OF NOVEMBER 17TH, 2017				
#1	Framework Working Group: Results of the Gap Analysis to be presented by the FWG at the January teleconference.	Underway - Update to be provided at the JC teleconference of Jan 31st	Natasha Clarke, Sophia Howse	
#2A	ICCS Secretariat to schedule a meeting between the Digital Strategy priority leads and the PSSDC and PSCIOC Co-Chairs to discuss digital strategy further.	Underway - Meeting scheduled for Jan 15, 2018.	Guy Gordon, Sean McLeish, Mark Burns	
#2B	Request for members to provide jurisdictional material related to digital strategy via the ICCS Secretariat.	Completed	Guy Gordon, Sean McLeish, Mark Burns	
#2C	ICCS Secretariat to post material provided by members in the members' only site and to advise members when this becomes available.	Completed - message sent to members on December 18th	ICCS Secretariat	
#3A	Jackie Stankey to provide presentations for a Digital Identity Toolkit to the ICCS Secretariat for posting on the members' only site.	Pending - waiting to hear back from Jackie Stankey	Jackie Stankey	
#3B	ICCS Secretariat to advise Council members when material becomes available online.	Pending	ICCS Secretariat	

#4	Joint Councils' Co-Chairs to connect with members from Quebec for greater participation on the Councils.	Underway - Co-Chairs will be reaching out to Quebec members	JC Co-Chairs	
#5	CDI to provide an update on the work of the CDI Benefits Realization Study at the next teleconference.	Underway - Update to be provided at the Feb 21st meeting.	Rob Frelich, Arlene Williams	
#6	Joint Councils' Co-Chairs to formally invite Krista Dewey, Deputy Registrar, Vital Statistics, Nova Scotia and provincial Co-Chair of the Vital Stats Councils of Canada, to attend the CDI discussion at the meeting in February as an Observer.	Completed - VSCC has accepted invitation and will be represented at the Feb meeting.	JC Co-Chairs	
#7	Update on the Research Committee online public repository to be on the Jan 31st teleconference agenda.	Underway - Update to be provided at the JC teleconference of Jan 31st	Richard Dalpe and Guy Gordon	
#8	Update on the work of the Death Notification Working Group to be on the Jan 31st teleconference agenda.	Underway - Update to be provided at the February meeting in Toronto	Anik Dupont	