



*Draft v.2*

**PUBLIC SECTOR CHIEF INFORMATION OFFICER COUNCIL (PSCIOC) MEETING**  
**September 27<sup>th</sup>, 2018**  
**Whitehorse, Yukon**

**RECORD OF DECISION**

**Attendance**

**PSCIOC CO-CHAIRS**

Sandra Cascadden	Nova Scotia
Imraan Bashir (for Alex Benay)	Treasury Board of Canada Secretariat

**PSCIOC MEMBERS**

Benoît Boivin	Québec
Kathryn Bulko	MISA Canada (City of Toronto)
Rob Entwistle	MISA West (City of Kelowna)
Timothy Jobs	Alberta (for Mark Brisson)
Ellen MacDonald	Newfoundland and Labrador
Sean McLeish	Yukon
CJ Ritchie	British Columbia
Clinton Scott	Northwest Territories (for Dave Heffernan)
Harry Turnbull	MISA East (City of Windsor)
Tracy Wood	Prince Edward Island

**OBSERVERS / SUB-COMMITTEE CO-CHAIRS**

Alexandre Bourque	Treasury Board of Canada Secretariat
John Jordan	British Columbia
Michael Reyes	MISA, City of Whitehorse
Jennifer Potvin	Yukon

**INSTITUTE FOR CITIZEN-CENTRED SERVICE**

Maria Luisa Willan  
Stefania Silisteanu



Item	Topic / Discussion	Decision / Action
1.	<p><b>Gartner Presentation – The Changing Role of the CIO (PSCIOC Meeting Binder: TAB 2)</b></p> <p>Presentation by Gartner on the changing role of the CIO and facilitated discussion as it pertains to digital business versus traditional IT operations from a public sector perspective. How the role of the CIO can facilitate and enable business change and transformation. The presentation also provided an overview of current top trends around user centricity, living in a digital reality, agility, creating more trust in transactions, internal consultancies, journey mapping (different methodologies), continuous training, sustainability, and using analytics wherever possible.</p> <p><b><u>Comments:</u></b>  <i>(This was an interactive session. Only members' comments were recorded.)</i></p> <ul style="list-style-type: none"> <li>NL: has just implemented a 5-year digital strategy that includes six major strategies, journey mapping, using agile model, citizen facing solution and digital ID. Now starting to do benefits realization. Do have a fully laid out plan.</li> <li>TBS: in regards to digital ID, the Canadian vision is a more federated approach; need to work together as a nation to address this.</li> <li>MISA East: since government does not even understand digital not even using the word. Using digital as a buzzword, which means modernization of how we operate or do business. Currently involved in several projects using a collaborative approach.</li> </ul> <p>Rick Howard – the reality is that citizens do not care about which level of government provides the service but in getting the service through an easy and seamless process. Governments need to have technology and data practices in place in order to operate more efficiently. Optimizing process is the goal of digital government. Making government processes invisible and seamless is the job of</p>	<p><i>No action items identified from this presentation.</i></p>



government. E-government was a vertical process; digital government is a horizontal process. What are we doing as government to better understand and improve the citizen or business experience?

- MISA Canada: doing a lot of that in Toronto bring together departments to work on human integration service initiatives to improve service delivery. Bundling services instead of asking citizen to move or access different silos. Modernizing how we do business as opposed to calling it “digital”. Using the same system and processes across the board.
- BC: been on this legacy application path for a while, heavily invested in the corporate enablers (BC services card, integrated data, looking at what are the key pieces to move digital strategy forward) and next is digital strategy. Modernizing the framework of government for example, procurement practices, framework practices to invest IMT capital.
- QC: In Québec their digital transformation journey have two phases, first between 2015-18 they looked at transformation of IT, better acquisition, using agile models, heavily IT (technology) based but needed in order to be able to start the true transformation. They came up with 14 recommendations related to digital government transformation. The first one was citizen centric, needed to have a digital culture. There is no real clarity in government as to what it means to have digital government. Often times the IT sector proposes solutions that end up generating a problem instead. The question is what is the problem we are trying to solve? Need to define the problem in order to find the right solution. The second big factor is that we must adopt a digital culture. Digital culture is still a gap or pain point in IT. Need to do a better job in educating people to understand how this technology can help modernize the system to provide better service to citizens. Digital is about modernizing how we do business. Quebec is working with two universities around data analysis, artificial intelligence, developing strategies on how to accelerate digital transformation. Also working on a project to adopt the 14 recommendations related to digital transformation. (L’Université de Laval has l’école de transformation numérique – 60,000 public servants to go through training program).
- PEI: In PEI, there are current initiatives around legacy systems, brought department around the table to develop a strategy about what and how to replace. Developed a prioritization list, this has been approved and now moving forward. Also, working on a Proof of Concept around business intelligence and analytics. Small group in the IT shop that are helping businesses with the art of the possible but no skills in the departments to understand how they may use this information.

Rick Howard - If we want digital change we also have to measure its impact vis-à-vis business case. Harvesting benefits realization is a key area. Is value being delivered? How do you measure this (need





	<p>for metrics)? Need to consider government as a service industry. How are governments dealing with emerging technologies such as AI, Blockchain, etc.? Transformation is innovation. Government is about optimization and if you optimize the process, you are transforming the way you do business.</p> <ul style="list-style-type: none"> <li>BC: Part of this discussion needs to include a conversation around work force. In a few years, we will not be able to do business the way we do business now because we will not have the people. Need to talk about meeting the workload that we know we will have but we cannot replace who we are losing.</li> </ul> <p>Sandra Cascadden thanked Rick Howard for the valuable insights and for leading the discussion. She noted that there were interesting points raised and hopefully members found value particularly around the work with universities to create cultural change; thinking about internal impacts on making government more efficient, what this means to citizens, if we can't transform how we do business (internal process) than we can't improve services; having better SAP systems for example. Need to have this as part of the conversation in order to move forward.</p>	
2.	<p><b>Sightline Innovation (PSCIOC Meeting Binder - TAB 3)</b></p> <p>Jo Kennelly, VP Strategy, and Wallace Trenholm, Co-Founder (via teleconference) of Sightline Innovation gave a presentation on Artificial Intelligence focused on the following areas:</p> <ul style="list-style-type: none"> <li>➤ How can CIOs leverage real world application of AI to be more efficient</li> <li>➤ Used cases specific to government (public sector) – real tangible examples i.e. City of Toronto homelessness pilot program</li> <li>➤ Government to citizen optimization</li> <li>➤ How AI can be leveraged in the short term</li> <li>➤ AI applications in Canada and around the world</li> </ul> <p><b>Comments:</b></p> <ul style="list-style-type: none"> <li>Imraan Bashir inquired around AI having traceability on how decisions are made. How do you solve this problem?</li> </ul> <p>Jo Kennelly – it is a combination of data with expertise, trust architecture to trace the digital genetic of that data, how you use the data through your data mapping. With AI, you need to have the ability to</p>	<p><b>Action Item #1:</b> PSCIOC to continue the discussion on Artificial Intelligence (<i>focus on used cases and how to leverage AI to be more efficient</i>) at an upcoming teleconference/meeting.</p>



have a validation container of data and constantly validating models to maintain public trust. There is a role for a regulator to be able to regulate the data and efficiency of models.

Wallace Trenholm – the specific issue of traceability is a core component of data trust and it allows you to create what the specific goal for the domain is, then you map out what the rules are. Jo Kennelly added that one thing is to have the data and the other is to have open and transparent trading platform. Those that have the data know the value of this data. Need to protect this data and that it does not end up outside the border. We are trying to move it to open and transparent; people need to know how their data is used. Government can maintain trust with public. Government need to understand the difference between security and privacy and data sovereignty.

- Sean McLeish noted that Yukon has 37,000 people so what kind of scale of data is going to make a difference in detecting patterns and leveraging AI. Do you need hundreds of thousands or millions of touch points?

Wallace Trenholm responded that there is a lot of value in data of small population, but you will find that the academic consultant infrastructure does not favour to work with small data sets. Their goal is to get data sets to create value out of them for corporate environments like Google. Depends on the approach and the algorithm, if you have a use case you think is valuable, chances are we can find a way to deepen the learning and examine the data. There are ways to make data useful. Happy to discuss further. It is not always a restriction to have small population numbers.

- Harry Turnbull stated the importance in understanding the problem you have to find the right solution and one problem we have across Canada is aging infrastructure, so how do we use these tools to solve these problems?

Wallace Trenholm responded that for aging infrastructure satellite data feeds are the answers. We need to quantify the deterioration across the country. Canada invested money and the way we use IOT space data to detect changes to look at infrastructure. There is numerous ways to collect data and examine it in terms of infrastructure.

- Imraan Bashir stated that the key takeaway are the use cases and opportunity to leverage AI in the jurisdictions. In the federal government, there are different pilots underway using AI. He encouraged members to continue the conversation on leveraging AI to be more efficient.





3.	<p><b>National CIO Sub-Committees on Information Protection (NCSIP) (PSCIOC Meeting Binder - TAB 3)</b></p> <p><b>Update on the current activities of NCSIP and discussion on the following topics:</b></p> <p>Robert Samuel, NCSIP Chair and Chief Security Officer, Nova Scotia, gave a status report (via teleconference) on the following items:</p> <ol style="list-style-type: none"> <li>1. Debrief of June 2018 NCSIP meeting in Halifax.</li> <li>2. Progress report on Action Items (cyber security matrix)</li> <li>3. Confirm NCSIP Terms of Reference and Work Plan</li> </ol> <p>In regards to their in person June meeting in Halifax, Robert noted that the following were their key points for discussion: attracting and retaining talent, security talent, opportunities and challenges around this. Use of professional services, the opportunity to ask for standing offers (economies of scale): cloud adoption, cloud readiness, assurance levels and certification, high risk implementing, check of privacy, risk assessment, cyber security capabilities, common needs around firewall, empty virus and threat intelligence, how can we eliminate some of the barriers? Need a common way to procure across the country; perhaps PSCIOC can help around this. Other topics were strategic elements, tactile elements, best practices and moving to https everywhere, to security of platform and the policy implementation.</p> <p>Robert advised that NCSIP continues to update the Cyber security matrix, the working group is meeting in November in Toronto and following their meeting, NCSIP will provide an updated matrix to PSCIOC for further discussion. He also noted that NCSIP is connecting with the Canadian Centre for Cyber Security around what this means from a provincial and federal government perspective and for other critical infrastructure sectors and business. They will extend invitation to reps from the Canadian Centre for Cyber security to participate in NCSIP discussions. NCSIP will provide an update to PSCIOC at an upcoming teleconference/meeting.</p> <p>Robert advise that NCSIP still working on two position papers related to how the government can assist in encouraging schools to include cyber security as part of their curriculum. 1. Development of Skilled Cyber Security Resources (position of all jurisdictions CISOs regarding involvement of governments in post-</p>	<p><b><u>Action Item #2A:</u></b> Imraan Bashir (TBS) to share information, with PSCIOC members on dashboard related to https.</p> <p><b><u>Action Item #2B:</u></b> NCSIP to track the inventories and progress as part of the artifacts they are collecting related to discussion on https.</p> <p><b><u>Action Item #2C:</u></b> NCSIP to provide update to PSCIOC on their discussion with the Canadian Centre for Cyber Security.</p> <p><b><u>Action Item #2D:</u></b> NCSIP to provide an updated cyber security matrix to PSCIOC following their group meeting in Toronto in November.</p> <p><b><u>Action Item #2E:</u></b> NCSIP to provide an updated Terms of Reference and Work plan at an upcoming teleconference/meeting.</p> <p><b><u>Action Item #2F:</u></b> NCSIP to report to PSCIOC on the opportunities for better collaboration with the</p>
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secondary education programs to develop more cyber security talent and skilled resources) and 2. Cyber Security Awareness in K-12 System (NCSIP's position regarding involvement of the government in providing cyber threat and cyber security awareness training for K-12 students). NCSIP plans to present these two position papers at an upcoming teleconference/meeting.

**Terms of Reference** – The working group's work has evolved and is now beyond what was originally intended in mandate. The group will review the Terms the Reference and provide an updated version at an upcoming meeting.

**Work plan** – The group will provide a work plan that includes the following items/deliverables: identify ways for better collaboration with Canadian Centre for Cyber Security, updated Terms of Reference to reflect needs of PSCIOC, 2 position papers, modernizing authentication, framing business value, multi-factor authentication, how to use AI from a security lens, cloud adoption preparedness, cloud and third party services, and work around request for PSCIOC to provide assistance to remove barriers around joint procurement.

**Comments:**

- Imraan Bashir noted that although many government sites are secured with https, some pages like the main page (where you choose EN or FR) are not and so there is a perception that all of it may not be secured. Someone browsing this page and seeing “not secure” may jeopardize the transaction or trust and it deters people from using site. TBS has created a dashboard, which is internal right now but will take unprecedented step to make this dashboard public. This is part of building trust. It is open source code that scans a set list of domains on a nightly basis. If any other jurisdiction is interested, TBS will share this.
- Imraan Bashir – Canadian Cyber Security Centre will open its doors on October 1<sup>st</sup>. The principle is having a single authoritative point of contact in the country on cyber security. When an incident happens, no one knows whom to call. The centre is to be the single coordination point in the country. What it means for provinces is that you have one number to call. Will provide practical advice and be more user centric.
- Kathryn Bulko noted that the work by NCSIP is extremely valuable. As the Chair of the IT Procurement Working Group, she is happy to share some tools/information related to procurement with NCSIP. She also noted that there is a PSCIOC Cloud Working Group and that it would be useful for NCSIP to connect with them as well. Kathryn offered to connect with Robert Samuel directly.

Privacy Sub-committee and the Digital Identity Working Group.

**Action Item #2G:**

PSCIOC Co-Chairs to have a discussion with NCSIP Chair and IT Procurement Chair on how to move forward on standing offer procurements to get additional support.

**Action Item #2H:**

PSCIOC to have a discussion on Joint Procurement at an upcoming meeting with the goal to create standing offer for joint procurement with a list of companies available.

**Action item #2I:**

TBS (Alex Bourque, Imraan Bashir) to share the link of procurement standards via ICCS.

**Action Item #2J:** NCSIP Chair (Robert Samuel) to share the list of people who already done procurement standards.

**Action Item #2K:**

NCSIP to report on two position papers related to how the government can assist in encouraging schools to include cyber security as part of their curriculum.

**Action Item #2L:**

CIOs agreed to go to their own jurisdiction and deal with the http issue (moving to





- Sandra Cascadden noted that as a deliverable she agreed with the group to look at its current activities and provide an update. She also inquired as to how NCSIP is working with the Joint Councils Privacy Sub-Committee and Digital Identity Working Group. It is important to leverage the work of these groups.

Robert Samuel advised that members of the Privacy Sub-Committee and the Digital Identity Working Group do participate in NCSIP however; he will review the existing mandates of these groups and will report on opportunities for better collaboration and synergy between these groups and NCSIP.

- Sandra Cascadden noted that PSCIOC members can support this group by supporting the following motion:

As FPTM CIOs, we agree to go to our own jurisdiction and deal with the http issue (moving to https). Will advise our own jurisdictions that this was brought up by NCSIP and we need to take action to clean this up. Jurisdictions can use the federal tools available. NCSIP to track the inventories and progress as part of the artifacts they are collecting.

Motion moved by Ellen MacDonald  
All in favour.

- Robert Samuel noted the need to look at what else is out there that could be associated with government sites. This needs to be included this in the discussion. How are we doing inventory of these “other” sites?
- Sandra Cascadden stated that we want to pursue joint procurements and having access to cyber security experts immediately. Is there an appetite at this table to do or some sort of joint procurement or a standing offer? Are people interested if we can pull something together, list of companies available?
- Robert Samuel stated that they had looked at this in the past and a company was willing to waive a retainer fee if more jurisdictions came on. We can put a vehicle in place with zero cost retainer if we


https). Jurisdictions can use the federal tools available. Members to advise their jurisdiction that this was brought up by NCSIP and need to take action to clean this up. NCSIP to track the inventories and progress as part of the artifacts they are collecting. Members to discuss progress at an upcoming teleconference/meeting.

#### **Decision #1:**

As FPTM CIOs, we agree to go to our own jurisdiction and deal with the http issue (moving to https). Jurisdictions can use the federal tools available. Members to advise their jurisdiction that this was brought up by NCSIP and we need to take action to clean this up. NCSIP to track the inventories and progress as part of the artifacts they are collecting.





	<p>put a standing offer with multiple companies. NCSIP can help in identity these companies. It would be a perfect start for us to start a joint procurement.</p> <ul style="list-style-type: none"> <li>Sandra Cascadden asked for a discussion on joint procurement to be included in the agenda at an upcoming in person meeting. Sandra also noted a conversation required with an FPT procurement group that exists.</li> <li>Kathryn Bulko inquired as to the Orders in Council that were approved by PSPC and Shared Services Canada. Can they lead this work?</li> <li>Alex Bourque noted that the federal government would participate in these discussions and will engage the new ADM at PSPC that can be of value to this discussion.</li> <li>Imran Bashir – The federal government should push to make it a clause by default. Anything we buy, all provinces should be able to buy.</li> <li>Alex Bourque, Imraan Bashir (TBS) to send the link of the active procurements that are currently open to provinces and territories to PSCIOC members (via ICCS).</li> <li>Sandra Cascadden suggested for NCSIP to provide the required information within 30 days. A call to be scheduled between PSCIOC Co-chairs, NCSIP and IT Procurement Working Groups Co-Chairs to discuss joint procurement (standing offer procurement).</li> </ul>	
4.	<p><b>Presentation by ISED – (additional item not included in meeting agenda)</b></p> <p>Aneeta Bains and Vidya ShankarNarayan, ISED (PSSDC Members), presented a video on how government is working to improve services to businesses, particularly small businesses.</p> <p>ISED is looking for interest from CIOs around working together on things like APIs, leveraging cloud, data protection, how to leverage the mobile experience, etc.</p> <p>PSCIOC Co-Chairs requested for ISED to submit a specific ask to PSCIOC for joint collaboration and support related to improving government services for small businesses.</p> <p> <a href="#">BridgeTheGap_sept25_1pm.mp4</a></p>	<p><b>Action Item #3:</b></p> <p>PSCIOC Co-Chairs requested for ISED to submit a specific ask to PSCIOC for joint collaboration and support related to improving government services for small businesses.</p>



5.	<p><b><u>Cloud Working Group (PSCIOC Meeting Binder - TABS 5A &amp; 5B)</u></b></p> <p><b>A)</b> Results of the Cloud Benefits Realization Survey presented by Denise Gomes and Stephen Gordon, Cloud Working Group Co-Chairs (via teleconference).</p> <p><b><u>Comments:</u></b></p> <ul style="list-style-type: none"> <li>Sandra Cascadden inquired as to next steps related to this work and suggested for the working group to report on the top three to five things that this group should start working on now. Some areas of interest for CIOs are terms and conditions of contract, data classification, integration and interoperability (what does this look like?) In addition, can joint procurement for Cloud services be fit into this work plan and for the group to provide recommendations on how to tackle this as CIOs?</li> </ul> <p>Denise Gomes noted that a teleconference with Microsoft Office 365 is scheduled for October 1<sup>st</sup> to talk about contract terms about specific centres and that it would be beneficial to align our position as a public sector as something to work on for this group. Other areas that this group can look into is sharing information on training, how do we train our people? How do we collaborate with other organizations or vendors? Need to get our people train on cloud and migrating workload.</p> <p>Stephen Gordon added the need for a broker conversation as part of information sharing, where are the impacts and challenges as we start the integration and hybrid IT. Need conversation on the architecture side and looking at the delivery model.</p> <ul style="list-style-type: none"> <li>Imraan Bashir suggested a “how to” operational manual or playbook – collect best practices on how to govern cloud infrastructure. It may be different in each jurisdictions but can provide some guidance.</li> <li>Stephen Gordon stated that they are looking into sharing resources more effectively.</li> </ul> <p><b>B) Microsoft Invitation (TAB 5B)</b> – a discussion on shaping invitation for Microsoft to attend the Ottawa in person meeting.</p>	<p><b>Cloud Working Group:</b></p> <p><b><u>Action Item #4:</u></b> Cloud Working Group to report on the top three to five areas of focus for this group and a proposed work plan. Working Group to provide feedback on how to tackle the areas of interest that were identified as part of this discussion.</p> <p><b>Microsoft Discussion:</b></p> <p><b><u>Action Item #5A:</u></b> ICCS to send a message on behalf of the PSCIOC Co-Chairs to get input from the members for drafting the letter for Microsoft, to collect the information and to be discussed at the next PSCIOC teleconference.</p> <p><b><u>Action item #5B:</u></b> ICCS to explore venue that has video conferencing capabilities for the PSCIOC half-day session on Microsoft at the February 28, 2019 meeting.</p> <p><b><u>Action Item #5C:</u></b> PSCIOC Co-Chairs/members to draft invitation for Microsoft to attend meeting. Develop agenda session for the February 28, 2019 meeting.</p>
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Sandra reminded members of a conversation at the previous in person meeting around inviting Microsoft to attend the February meeting to address specific questions related to their services to the three levels of government or as a show and tell. What would members would like to see out of this?

- Rob Entwistle had participated in a session where Microsoft shared their roadmap as to where they are going etc. Focus should be on where we are going in the next few years.
- Timothy Jobs suggested looking at two key pieces 1. Where Microsoft Office 365 is going to next and 2. Pricing models. Important for CIOs to be bold around specific questions that we want answered (hybrid model vs full on cloud).
- Tracy Wood agreed around questions on pricing models and the opportunity to leverage this table to have a better relationship with Microsoft. (PEI was downgraded from being a government client to small business)
- Ellen MacDonald suggested for this to be a structured conversation to avoid the sales pitch from consultants. The demo idea (show and tell) is also interesting.
- Sean McLeish need to have a structured discussion and ensure that we pull the answers we need out of them.
- Sandra Cascadden that the approach is to be open with Microsoft and let them know that we as CIOs are sharing information with each other. If they decide they do not want to do business with us, it is their decision to make. We need to be open and transparent. Sandra suggested for members to send further input or suggestions on this topic and the group will try over the next PSCIOC teleconferences to pull something together, both invitation and structure of session in February.
- Tracy Wood suggested bringing some of her staff to join this discussion, as they are more knowledgeable in this area.
- Rob Entwistle suggested a video conference versus teleconference.
- Sandra Cascadden recommended exploring having the PSCIOC meeting in a government building that has video conferencing capabilities.

**Action Item #5D:**

PSCIOC Members to invite members of their team to attend the Microsoft session as observers. *(meeting details to follow)*



	<ul style="list-style-type: none"> <li>Clinton Scott suggested coming with a list of problems/challenges for Microsoft to address to better formulate the discussion.</li> <li>Sandra Cascadden actioned for co-chairs and members to work in formulating an invitation and half a day session for Microsoft over the next couple of teleconferences. Also checking in with CIO office in Ottawa for a suitable venue that has video conferencing capabilities. Members to provide further feedback on this item to help the group develop session.</li> </ul> <p>Things to be considered when drafting the letter to Microsoft:</p> <ul style="list-style-type: none"> <li>A visual road map with detailed info similar to what ON created</li> <li>Where is O365 going to next</li> <li>Bold questions on pricing models, PEI downgraded</li> <li>address the issues going to cloud,</li> <li>a structured conversation with specific questions</li> <li>talk about no-disclosure agreement when we sign with Microsoft and we disclose how we share information</li> <li>we need to be open and transparent</li> <li>we go in the conversation as one collective group</li> <li>Having a good list of challenges, which helps formulate the conversation: about hybrid solution, what does that look like; sales are driving to one license – E3? VARS – saying how to lock in.</li> </ul>	
6.	<p><b>OneGov Vision (PSCIOC Meeting Binder - TAB 6)</b></p> <p>Imraan Bashir provided the presentation on how, as CIOs, the OneGov Vision could be executed Canada wide, with focus on Digital ID, Digital Exchange Platform, API Store, Data and support discussion related to Digital ID and Pan-Canadian Trust Framework. Making Government a platform, to be accessible from anywhere, by everyone on any device.</p> <p><b><u>Comments:</u></b></p> <ul style="list-style-type: none"> <li>Harry Turnbull inquired about open by default and this being automated instead of manually creating data sets.</li> </ul>	<p><b><u>Action Item #6A:</u></b> TBS to share the draft API Standards with PSCIOC members. Members are encouraged to provide feedback back to TBS.</p> <p><b><u>Action Item #6B:</u></b> Architectural standards and digital tools to be shared with members.</p>





	<p>Imraan responded that TBS has an automated vision it hinges on dependencies like people knowing how to categorize information for example but there are pockets of department that are doing pilots on this. It is a manual drag and drop so there is little automation now.</p> <ul style="list-style-type: none"> <li>Sandra suggested for members to share this information with their teams. All benefit from sharing.</li> <li>Imraan Bashir noted that TBS appreciates members' participation and collaboration on this. TBS will share draft API standards (link) with PSCIOC members for feedback on what works and what does not. Members are also encouraged to join the cluster groups as well.</li> <li>Tracy Wood asked for the architectural standards and digital tools to be shared with members.</li> </ul>	
7.	<p><b>Administrative Items:</b></p> <p><b>A) Approval of Record of Decision from February 22, 2018 in-person meeting, Toronto, Ontario</b></p> <p>Moved by: Harry Turnbull Seconded by: Kathryn Bulko</p> <p><b>B) Approval of the September 27<sup>th</sup> PSCIOC Agenda in Whitehorse</b></p> <p>Meeting agenda approved with noted changes to the order of agenda items.</p> <p><b>C) PSCIOC Financial Status Report (Refer to TAB 1C)</b></p> <p>Harry Turnbull, PSCIOC Treasurer, advised that the financial status of the PSCIOC account is in good standing with a healthy surplus.</p> <p><b>Comments:</b></p> <ul style="list-style-type: none"> <li>Sandra Cascadden reminded members of the discussion at the Joint Councils meeting related to funding for Councils' working group and sub-committee projects. Heather Sheehy, federal PSSDC Co-Chair, had raised this for discussion because currently funding requests are done on an ad hoc basis so she wanted to put in place a process where information from working groups on proposed projects that require Councils' funding is collected and shared with members on a regular basis.</li> </ul>	<p><b>Decision #2:</b> Record of Decision of February 22, 2018 meeting approved.</p> <p><b>Decision #3:</b> Agenda of September 27<sup>th</sup> meeting approved with noted changes in the order of agenda items.</p> <p><b>Action Item #7A:</b> PSCIOC Treasurer, with assistance from ICCS Secretariat, to collect information from working groups/sub-committees of the Councils related to their funding needs. ICCS/Treasurer to maintain updated tracking of all funding requests.</p> <p><b>Action Item #7B:</b> PSCIOC members to discuss how to assist groups and sub-committees of the Councils regarding funding to move items forward or</p>



	<p>Harry Turnbull advised that the requests are not ad-hoc per se but working groups can only ask for funding until they have information available, often they don't know far in advance. He suggested to make a call once or twice a year to the PSCIOC Working Groups and Sub-Committees Co-Chairs asking about any funding requirements within the next 6-12 months and to provide this information at each in person meeting or sooner if necessary. From a treasurer's perspective, projects and funding approvals are tied to the Joint Councils' logic model (priorities); funding approvals are aligned to the priorities of the Councils. He also noted that in the past working groups funding request were minimal hence the healthy surplus. It is a good idea to track funding request going forward.</p>	<p>more quickly. Item to be included in an upcoming teleconference agenda.</p>
8.	<p><b><u>Information Sharing Roundtable</u></b> (<i>PSCIOC Meeting Binder - TABS 7A to 7N</i>)</p> <p>Jurisdictions provided a brief summary of their key priorities and activities in their respective jurisdictions. Members can refer to the jurisdictional information sharing documents provided in the meeting binder for information.</p> <p><b><i>Please note that due to the sensitive nature of this discussion only action items arising from roundtable are included in the Record of Decision.</i></b></p> <ul style="list-style-type: none"> <li>• Northwest Territories</li> <li>• Alberta</li> <li>• Newfoundland and Labrador</li> <li>• Prince Edward Island</li> <li>• Yukon</li> <li>• British Columbia</li> <li>• MISA East</li> <li>• MISA Central</li> <li>• MISA West</li> <li>• Treasury Board of Canada Secretariat</li> <li>• Nova Scotia</li> </ul> <p><b><u>Action Items arising from roundtable discussion:</u></b></p>	<p><b><u>Decision #4:</u></b> PSCIOC members agreed for MISA to be able to share information from the jurisdictional information sharing collected for each in person meeting, however confidential information (or what is considered sensitive information) can only be shared if the jurisdictional member (author) is consulted and approval is given to share.</p> <p><b><u>Action item 8A:</u></b> Kathryn Bulko (MISA Canada) to provide feedback on the digital principles as per the review underway by MISA of the current TBS digital principles and those of other countries (Australia, UK, USA, New Zealand, Belgium, Sweden, Netherlands).</p> <p><b><u>Action Item #8B:</u></b> Upcoming PSCIOC meeting/teleconference to include the topic of smart cities led by</p>





- Tracy Wood advised that she is sending out requests for information to PSCIOC members related to budgets and how members deal with digital identity integration in the judicial system. Messages to be sent via the ICCS secretariat following the meeting.
- Harry Turnbull inquired if it is possible for MISA Canada to share the information sharing from these meetings with their colleagues to get them more involved. Kathryn Bulko added that the entire information sharing is not shared only the key priorities of each jurisdictions and removes all other information. The look at this information for direction and information on what is happening across the country. They are both MISA members and vendor members. Kathryn noted that she creates a document that only includes highlights or accomplishments and not the entire document.

As a result of this ask, PSCIOC members agreed for MISA to be able to share information from the jurisdictional information sharing collected for each in person meeting, however confidential information (or what is considered sensitive information), can only be shared if the jurisdictional member (author) is consulted and approval is given to share.

- Kathryn Bulko stated that TBS presented their digital principles at a previous meeting with the intent to get feedback from members. The digital principles were presented to MISA Canada Board/members and this were well received. MISA took it one-step further and shared this with colleagues from Australia, UK, USA, New Zealand, Belgium, Sweden, Netherlands and Canada at a recent meeting. These countries shared their digital principles except for a couple that are still pending. She started a review (comparison) of TBS digital principles to the other countries principles and found that they are very similar except for some wording that is a bit different. Once a full review is done, a final copy will be presented to members. MISA is looking to endorse these principles at an international level. Will provide final copy to members.

Alex Bourque suggested a meeting between MISA and TBS once there is a final copy of these principles.

- Rob Entwistle talked about smart cities and digital innovation, building bigger awareness and working with different levels of government and academia to solve multitude issues. Looking at furthering FPTM collaboration.

PSCIOC municipal members (MISA). ISED to be invited to this conversation as they gather information on best practices on smart cities.

**Action Item #8C:**

The topic of the Trust Traveler Project pilot to be included in an upcoming teleconference/meeting agenda. (MISA to lead this item).

**Action Item #8D:**

Discussion on lessons learned around the Phoenix pay system to be included in the next in person meeting agenda.



	<p>Sandra Cascadden noted interest to hear more about smart cities and suggested this as an item for discussion at an upcoming teleconference/meeting. Harry Turnbull suggested for ISED to be invited to this conversation as they gather information on best practices on smart cities.</p> <ul style="list-style-type: none"> <li>Pilot of federal government with Netherlands on how to use your passport between two countries for seamless movement of people (trust traveler project). Sandra Cascadden suggested bringing the topic on the Trust Traveler Project pilot to the table for an upcoming teleconference/meeting.</li> <li>Imraan Bashir noted that TBS will report to PSCIOC on the following areas: OneGov vision, the Digital Academy Government of Canada (similar to the UK), “co-design, co-delivery, co-participation”, new pay system Phoenix 2.0 with innovative procurement methods (Next Gen pay), and cloud for protected B and connectivity to cloud.</li> </ul> <p>Harry Turnbull inquired about sharing of lessons learned on the phoenix pay system. Imraan Bashir noted that information on the Phoenix system and current procurement is open and available on GCcollab but happy to have discussion on this with PSCIOC.</p> <p>Discussion on lessons learned around the Phoenix pay system to be included in the next in person meeting agenda.</p>	
9.	<p><b><u>Other Business:</u></b></p> <p><b>A. PSCIOC Action Items from previous meetings</b> (<i>Refer to TAB 8A</i>)</p> <p>Action item list included in meeting binder. No questions or comments were raised.</p> <p><b>B. PSCIOC Bring Forward Agenda</b> (<i>refer to TAB 8B</i>)</p> <p><b>C. Update Reports from PSCIOC sub-committees and working groups</b> (<i>Refer to TAB 9</i>)</p> <p>Co-Chair reminded members that report from the ICT Policy Work Group is included in meeting binder for information only.</p>	





	<p><b>D. Next in-person meeting of the PSCIOC to be held on February 28<sup>th</sup> 2019 in Ottawa, Ontario.</b></p> <p>The Co-Chairs thanked all members for their participation.</p>	
	<p><b>The meeting adjourned at 4:00 p.m. PDT.</b></p>	