

	AGENDA ITEM	STATUS	LEADS
ACTION ITEMS FROM PSSDC MEETING OF FEBRUARY 25th 2016			
#1	<b>PSSDC Funds:</b> PSSDC members to discuss possible projects/opportunities to invest some of the funds available in the PSSDC reserves. Item to be included in upcoming teleconference agenda.	<b>Update:</b> Since the February 2016 meeting, there has been a number of projects funded by the PSSDC and Joint Councils (funded from the PSSDC reserves).	Linda Maljan, PSSDC Treasurer
#2A	<b>Service to Business Community of Practice:</b> The S2B Community of Practice has been exploring Vayyoo Rooms to assess its suitability for conducting regular meetings and showcase presentations. The S2B CoP will discuss with the ICCS Secretariat possible support for the use of Vayyoo Rooms (Vayyoo Rooms pilot until May 2016). S2B CoP to report back to PSSDC on this item at an upcoming PSSDC teleconference.	<b>Underway</b> - item included in the September PSSDC meeting agenda.	Paul Pierlot, Christian Laverdure
#3B	<b>Costing Working Group:</b> Costing Working Group Co-Chairs requested to refine Costing Guide and report back to the PSSDC at an upcoming teleconference or in-person meeting.	<b>Pending</b> - update on Costing Working Group postponed to Fall 2016	Annette Vermaeten, Steve Burnett
#4A	<b>Channel Shifting:</b> Group requested to report back on next steps and work plan.	<b>Underway</b> - item included in the September PSSDC meeting agenda.	Ron Hinshaw, Chris Laverdure, Steve Burnett
#5	<b>Service Network Collaboration:</b> Group requested to provide an update at the next meeting on the proposed next step around the development of an environmental scan on existing collaborative service networks, focusing on in-person, telephone, and online channels and to look at potential solutions.	<b>Underway</b> - item included in the September PSSDC meeting agenda.	Annette Vermaeten
#6A	<b>Death Notification:</b> Death Notification Working Group to continue work on establishing a blueprint / business architecture to improve the timeliness of death registration and notification. Group to do a test using the Trust Framework and to link this work to the work of Canada's Digital Interchange. Request for further updates on this work to be shared with both Councils.	<b>Underway</b> - item included in the September Joint Councils meeting agenda.	Anik Dupont, Steve Burnett
ACTION ITEMS FROM PSSDC TELECONFERENCE OF APRIL 15, 2016			
#1C	<b>Framework Working Group:</b> Request for the outcome of this work to be presented at the September 2016 meeting in Victoria. Members asked the Framework Working Group to keep to its deadline as outlined in the SOW.	<b>Underway</b> - item included in the September Joint Councils meeting agenda.	Natasha Clarke, Sophia Howse
#2C	<b>Death Notification Working Group:</b> Request for the outcome of this work to be presented at the September 2016 meeting in Victoria.	<b>Underway</b> - item included in the September Joint Councils meeting agenda.	Anik Dupont, Steve Burnett
ACTION ITEMS FROM PSSDC TELECONFERENCE OF JUNE 27, 2016			
#1A	<b>Channel Shifting:</b> Channel Shifting Working Group members to provide a progress report at the September meeting. Project to be completed by December 2016.	<b>Underway</b> - item included in the September PSSDC meeting agenda.	Ron Hinshaw, Chris Laverdure

#1B	<b>Channel Shifting:</b> Channel Shifting Working Group to provide a full report / presentation on the Behavioural Insights Playbook at the February 2017 PSSDC in-person meeting.	<b>Pending</b> - Item to be scheduled at the February 2017 PSSDC meeting.	Ron Hinshaw, Chris Laverdure
#2	<b>Service Network Collaboration:</b> Service Network Collaboration Working Group to provide a progress report at the September meeting on the service mapping project, environmental scan and partnership guide as per SNC's Scope of Work.	<b>Underway</b> - item included in the September PSSDC meeting agenda.	Annette Vermaeten
<b>ACTION ITEMS FROM PSSDC TELECONFERENCE OF AUGUST 25, 2016</b>			
#1	The PSSDC approved funding for the S2B CoP to advance the call to action and the EBS initiative specifically by creating a strategy and supporting materials to guide the work of the Community of Practice, endorse the activities at all levels of government and advance the initiatives as priorities. S2B CoP to provide an update on this work at an upcoming PSSDC meeting/teleconference.	<b>Pending</b> - Item to be scheduled at an upcoming fall PSSDC teleconference.	Paul Pierlot, Chris Laverdure