

	AGENDA ITEM	STATUS	LEADS	NOTES
ACTION ITEMS FROM PSSDC MEETING OF SEPTEMBER 16th, 2015				
#1	Members agreed to move forward on the Costing Framework Initiative with the proposed plan and requested for the working group to report back at an upcoming PSSDC meeting.	Underway - update on Costing Framework on the Feb PSSDC meeting agenda	Costing Framework WG Co-Chairs	
#2A	Members agreed on moving forward with the recommendation of the S2B Task Group to move to a Community of Practice and requested for S2B to be a standing item on the agenda.	Underway - update on the S2B priority on the Feb PSSDC meeting agenda	Paul Pierlot and Trajan Schulzke	
#3A	<b>PSSDC workshop on current/emerging priorities:</b> Request to develop an overarching framework to provide focus, direction and alignment to all this work; a ‘national vision’ on current and emerging priorities going forward. Framework to include milestones and deliverables. Framework working group, led by Natasha Clarke, NS, to provide an update on this item at the next PSSDC teleconference.	Underway - <i>refer to action item as noted in the action items from the Joint Councils meeting.</i>	Natasha Clarke, NS in collaboration with members and ICCS	
#3B	<b>PSSDC workshop on current/emerging priorities:</b> Request to review and discuss the work of the several sub-committees and working groups of the Councils in order to assess how they are supporting the current work and how they can help to advance the new priorities.	Underway - <i>refer to action item as noted in the action items from the Joint Councils meeting.</i>	Joint Councils/ICCS	
#3C	<b>PSSDC workshop on current/emerging priorities:</b> Request for leads of each of the current/emerging priorities to ‘flesh out’ items that need further refinement and to identify broad plan for framework and report back to PSSDC at an upcoming teleconference/meeting.	Underway - update on three emerging priorities on the Feb PSSDC meeting agenda	WG/Priority leads	
#4	Nicholas Wise to report back on the evolution of TBS Policy on Service at the next PSSDC meeting.	Underway - update on the evolution of the TBS Policy on Service on the Feb PSSDC meeting agenda	Nicholas Wise - TBS	
#5	Annette to work with Paul Pierlot and Christian Laverdure to set up the next steps and a DM engagement strategy (how the service lab can help around the S2B priority in building the vision/advice for the FPT DMs Table) and to report back to PSSDC at the next PSSDC in-person meeting.	Underway - update on S2B work with IC's Service Lab on the Feb PSSDC meeting agenda	Christian Laverdure, Paul Pierlot and Annette Vermaeten	
ACTION ITEMS FROM PSSDC TELECONFERENCE OF DECEMBER 1ST, 2015				
#1	Framework Working Group to share with PSSDC members the visual map that has been developed and material for framework session in February in advance of the meeting.	Completed.		
#2	ICCS Secretariat to contact EBS Consultant, Leslie Dornan, MNP, and obtain estimate around travel/meeting costs for a presentation on the results of the EBS project at the February meeting in Toronto. ICCS Secretariat to report back on costs.	Underway - MNP Consultant will present via teleconference at the Feb 25th PSSDC meeting		