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<td colspan="2" align="center">**Open Government Committee**

Minutes
January 19, 2015</td>
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<tr>
<td colspan="2" align="right">10:30 a.m. – 12:00 p.m.
City Hall, 9th Floor West Tower
Large Boardroom</td>
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Chair	Ulli Watkiss
Attendees	Karthi Bala, Casey Brendon, Bikram Chawla, Tracy dal Bianco (for Shirley MacPherson), Daphne Gaby Donaldson, Ian Duke, John Humphries (for Mathew Chrysdale), Harvey Low, John Schaffter, Meg Shields
Guests	Robert Ambra, Jim Suderman, Lynda Taschereau, James Tay
Regrets	Jackie DeSouza, Nancy Isozaki, Alex Mozo, Rob Rossini, Lorne Turner
Support	David Lee

Agenda Topics	**Lead**	**Key Points / Actions**
Minutes	Ulli Watkiss	October 7, 2014 Minutes approved. • Bikram Chawla, Paramedic Services, is a new committee member. • John Humphries, Toronto Building, will be the alternate for Mathew Chrysdale ▉▉▉ ▉▉▉▉▉ **Section 14(1) applied**
Open Government Updates	Daphne Donaldson	**Open Government Community of Practice (OGCP)**. Staff are working on an agenda for the next OGCP. Potential presenters include the Government of New Brunswick who just recently hosted a very successful GovMaker conference at the end of 2014. The City of Toronto's Open Government Program is a finalist for an IPAC award. **Diploma in Public Administration Mini Conference** in November – organized by Meg Shields with an Open Government theme. Ulli Watkiss was a key note presenter with participants from Guelph, the academic community and City staff. It was very well received with input from very enthusiastic participants who want to continue to be engaged.

		Council on Governmental Ethics and Law (COGEL) – The City Clerk is submitting on a proposal for a presentation at the COGEL's Annual Conference in December 2015.
		
		• Information Management Leads:
		   o Approved the Terms for Reference in October 2014
		   o Working on a work plan and will share with the Open Government Committee

2015 Open Government Committee Work plan	Daphne Donaldson	Daphne Donaldson facilitated a discussion on the draft 2015 Open Government Committee work plan. • Committee acknowledged the list of 2014 accomplishments. • IT Acceptable Use Policy and Social Media Policy should be separate items. • Updates on the City's open data program should be a standing item. • Members provided input and comment to the work plan. **Action Item:** • Identify top three choices and possible guest (internal and external) speakers
Open Government Outreach	James Tay	**Staff Engagement** • The Open Government Staff Survey will run from January 5 to 30, 2015. • Over 1,300 staff have responded to the survey to date. • An update will be provided at the March 16 meeting. • Committee members were asked to encourage staff participation. **Academic Forum** • An Open Government speaking/awareness forum is being planned for 2015. The format, academic speakers, topic and logistics are being planned and will be reported back to the Committee at the next meeting. **Action item:** • Any Committee members with suggestions for speakers should contact James Tay.

FOI Online System Presentation	Jim Suderman	On January 6, 2015, the City Clerk's Office had a soft launch of a Freedom of Information (FOI) request Online submission and payment process on the City's Website (https://foi.toronto.ca/POSWeb/POSItemDetails.aspx?positemkey=10283). • The major challenge was the integration between payment module and the back-end system (CLASS). • The site needs to distinguish that requests under the Ontario *Personal Health Information Protection Act* (PHIPA) are not subject to statutory fees. **Action Item:** • Amend the soft launch site to address the PHIPA fee exception.

Next meeting March 16, 2015