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| **NEXT GENERATION HR and PAY** |
| **AGENDA****1/10/2018****12:00 p.m. – 12:00 p.m.****Teleconference |** 613-960-7516 | Conference ID 6466737 |

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| **Agenda Items** |
| Item | Title | Presenter(s) |
| 1 | **Welcome** **& follow-up on action items** | Alex |
| 2 | **Timelines*** **Gate 1**
* **One on Ones**
* **Follow up from Industry Day**
* **EY Engagement Updates**
 | All |
| 3 | **Risk** | All |
| 4 | **Communications** * **News Release**
 | SCMA |
| 5 | **Budget & Staffing*** **New Hires**
 | All |
| 6 | **Procurement** | All |
| 7 | **Round table** | All |

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| **Outstanding Action Items**  |
| Item | Division | Responsible | Due Date | Status |
| 1. Governance with PSPC
 | OCIO | Jacquie, Dom and PSPC | October 5 | Open |
| 1. Finalize social media monitoring
 | OCIO | Jacquie | October 11  | Open |
| 1. Accommodations
 | OCIO  | Jacquie  | October 5 | Open |
| 1. Clarify TB Ministers governance frequency
 | OCIO | Jacquie | October 5 | Open |
| 1. List of Evaluation Team - names and roles
 | OCIO | Jacquie, Vern | October 5 | Open |
| 1. Finalize non-disclosure agreement
 | OCIO | Jacquie  | October 9 | Open |
| 1. TB Sub next steps
 | OCIO | Jacquie  | October 1 | Open  |
| 1. Engagement next steps
 | OCHRO | Dom  | Mid October  | Open  |
| 1. Key messages for Phoenix and NextGen cut over
 | OCIO and OCHRO | Jacquie  | October 1 | Open  |