

Meeting Date	NWDSN Board Action Items from meetings	Who	By When	Comments	Status
Sept 2004	Look at helping Wet'suwet'en at accessing funding.	Don	Ongoing	E-mail sent to Andy George to explore some options. No reply Ruth to follow up. <b>Dec 2005</b> Wet'suwet'un in a bit of political upheave. Chose to leave until February 2006 <b>Feb 2006</b> No change in status	ongoing
Apr 2005	Tim and Glen to draft SOP on non- member access for review	Tim/Glen	June 2005	Draft by end of June. Circulate first week of July. Review and approve by July 8 <sup>th</sup> . <b>Dec 2005</b> Tim and Glen to Continue working on this <b>Feb 2006</b> Draft presented.	complete
Dec 2005	Don to send a select list of qualified contractors to Jim McCormack for the IFPA automated monitoring work work.	Don	Jan 2006		complete
Dec 2005	Scott to fix map viewer for Bulkley	Scott	Jan 2006	Change action to "fix map viewer for NWDSN.	ongoing
Dec 2005	Develop QA process for next year's submission, using last year's submission to test. Ensure that there is appropriate metadata (add disclaimer).	Technical Committee			

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Dec 2005	Ruth to follow up with Evert Kenk and ask if the IMF licence is likely to be provided free to the NWDSN on a permanent basis	Ruth	Jan 2006	Answer is "No". Proceed with Open Source viewer.	complete
Dec 2005	Ruth to complete contact with MoE	Ruth	Jan 2006	Ruth contacted Shawn Mitchell. Hubert to complete.	ongoing
Dec 2005	Tech committee - NWDSN needs to re-look at schema once all members are transitioned to the FSP world	Tech	?	Wait for FSPs to be approved.	Delete (it is part of the next item)
Dec 2005	Members to determine if their organizations are prepared to post 'declared areas' to NWDSN and report back in February. We need to decide what "posting declared areas" looks like? This information becomes more important through time as we move away from the FDP towards the FSP world. It may not be worth doing if all members are not prepared to do this.	Licensee Board Members	April 2006	This includes the schema. Wait for FSPs to be approved.	Carry forward to Sept 2006.
Dec 2005	Don to develop possible list of contractors and prepare and develop an ITQ for work.	Don	Jan 2006		complete
Dec 2005	Technical Committee to try and meet late January with contractor.	Don	Jan 2006	Job posting not yet circulated	ongoing
Dec 2005	Ruth to contact Agathe and Andy Muma re room availability in Burns Lake February 14th.-	Ruth	Jan 2006		complete
Feb 2006	Revise job description as discussed and post to web site and list of contractors.	Don	Mar 2006		

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Feb 2006	Membership standard operating procedures: <ul style="list-style-type: none"> <li>• Agathe to revise 2(b)</li> <li>• Tim to revise item 2(d) to clarify use by contractors/consultants</li> <li>• Ruth and Agathe: will work on wording for item 3 re: DEA</li> <li>• Hubert will check for consistency with By-laws</li> </ul>	As listed	May 2006		
Feb 2006	Check with Evert Kenk to see if ILMB can get rid of the problem of each NWDSN member needing a DEA.	Ruth / Hubert	May 2006		
Feb 2006	Put disclaimer on NWDSN web site re: NRFL blocks	Don	May 2006		
Feb 2006	Look into acquiring NRFL block and road data as part of partial membership	Administrator (when hired)	May 2006		
Feb 2006	Distribute minutes of SFM monitoring workshop to the board	Jim	May 2006		
Feb 2006	Find replacement for ILMB member of technical committee	Hubert	Mar 2006		
Feb 2006	Merge, document and post the best available information for the 3 TSAs	Administrator (when hired)			
Feb 2006	Arrange new signing authorities with BV Credit Union.				

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Feb 2006	Confirm cost of new viewer (FIST). Circulate viewer and metadata template to Technical Committee for review	Don	Mar 2006		
Feb 2006	Circulate a list of projects to be prioritized by the Board at the AGM	Don	May 2006		