

Action Items IFPA Data TAC and DSN Steering Committee.				
May 22, 2002 Meeting				
ACTION ITEM #	DUE DATE	ACTION	WHO	COMPLETE : Y/N - DATE
1.—	Next meeting	Talk To Gary Quanstrom about Bulkley SFM plan requirements re: data mangemtn.	Paul S.	Yes
2.—	Suggest by middle of June.	Draft Terms of Reference for Data Tac and steering committee	Don Morgan	Yes. See action item 14
3.	On Going	Communicate with upper management re: DSN initiative	All	
4.—	June 5	Meet with Elaine Dawson and Dave Kumka in Victoria re: IDW	Don Morgan	Yes
5.	Suggest Mid June	Scope out requirements for putting Morice LRMP data on Integrated Data warehouse. Short Term Option	Don Morgan	
6.	May 31	Forward IFPA SFM requirements to group	Jim McCormack	No
7.	June 12	Barry to revise and e-mail out business case template with more detailed cost breakdowns.	Barry Watson	No
8.	Suggest by third week in June.	Participants to send comments back and Barry to roll up	Participants, Barry	No September 30 th .
9.	Suggest June 15	One page Memo to Tweedsmuir Board and other participants with steering committee recommendations re: <ul style="list-style-type: none"> – Separate DSN entity from IFPA – Geographic area – Purpose – Link for IFPA and SFM plans data management. – Terms of Reference. To be reviewed by steering committee	Jim McC. & Don Morgan	
10.	End of June.	Governance model and draft sharing agreement	Jim & Don	
11.	May 31	Investigate if FIA funds can be used for setting up governance for data sharing network.	Jim	
12.—	May 31	circulate Gary Q. comments on data sharing to NFPA.	Paul S.	
13	Sept. 15	– MOF PG Region, MOF District offices if they want representatives on the DSN committee.	Ruth Edwards	
14	Sept. 12	Circulate revised terms of Reference for approval.	Jim McCormack	
15	Sept. 27	Make draft presentation in preparation for next Tweedsmuir board.	Don Morgan	
16	Sept.10	Re-word Governance project description	Don Morgan	
17	Oct. 15	List of data to be included in the Data sharing network.	William Elliot & partners.	

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18	Sept. 30	Review current data sharing agreements	Liz Saunders	
19	Sept. 30	Stakeholders to complete business case. Barry to contact and provide instructions	Barry Watson	
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