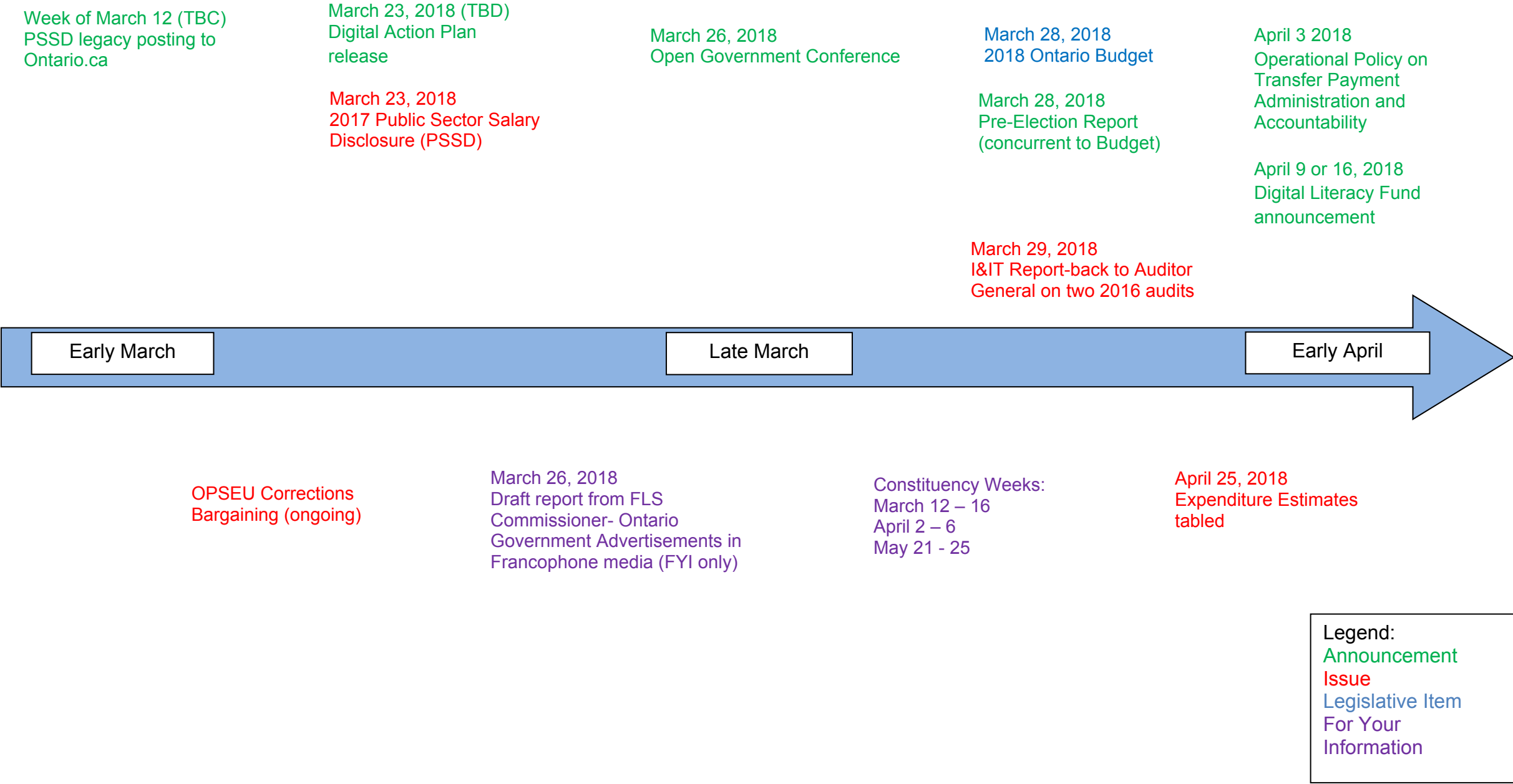


Communications Rollout Summary

March 12, 2018 – May 7, 2018



Communications Rollout Summary

March 12, 2018 – May 7, 2018

March 12, 2018

Announcement/ Issue	Key Dates	Products	Product Status	Notes
OPSEU Correctional Bargaining Unit collective bargaining	Ongoing, Winter - Spring 2018	- HBN - Media monitoring - Qs&As - Reactive-only Minister's Statements	Complete	Overview: Collective bargaining with the OPSEU Correctional Bargaining Unit commenced on December 5, 2017. The bargaining unit no longer has the right to strike, and the dispute resolution mechanism in the event of an impasse in negotiations is interest arbitration. Communications are reactive-only, with an emphasis on ensuring discussions take place at the bargaining table instead of in the media. Proactive messaging may be issued in the event of critical developments such as a tentative agreement, collective agreement ratification and/or a move to interest arbitration. Status: No proactive announcements are planned, and communications support will focus on issues management and close monitoring of developments. Additional communications products will be prepared as required, and as negotiations progress. Next steps: Continue monitoring for developments and provide robust issues management/media relations support.
Digital Action Plan release	March 23, 2018 (timing to be confirmed)	- Digital Action Plan documents (HTML, Accessible PDF, print copy) - Communications Plan - News release - Social media content - Media pitching plan	Digital Action Plan in final approvals Additional product planning underway	Overview: Ontario is developing a Digital Action Plan that will serve as the public roadmap for Ontario's digital transformation, focusing on enabling better online services designed around user needs and equipping the province to lead in the digital era. Status: The content of the plan is in the final stages of approvals. Production and rollout planning underway. Next steps: Finalize production schedule, rollout plan and supporting products for approvals.

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Announcement/ Issue	Key Dates	Products	Product Status	Notes
Open Government Conference	March 26, 2018	- Targeted media pitch - Stakeholder outreach/invitations - Agenda - Minister's remarks - Event overview - Key messages/Qs&As & additional resources (binder) - Day of event logistics - OG101 Marketing package - Marketing material—banners, signage	In approvals	Overview: A one-day conference designed to provide participants with the opportunity to: Contribute to shaping the future of open government in Ontario, particularly around new international commitments (“OGP action plan”) Learn from open government advocates and experts Adopt the open approach in their own teams and organizations Connect with other like-minded citizens, external analysts, strategists and thought leaders. Status: Social media rollout, Eventbrite and Ontario.ca changes went live February 14, 2018. Marketing pieces in production. Minister's remarks, QsAs in production. Next Steps: Update communications plan and project tracker. MO weekly meetings for check-in and status updates scheduled.
2017 Public Sector Salary Disclosure (PSSD)	March 23, 2018	- Comm plan - OPS-wide QA - OPS-wide HBN - TBS-specific HBN - OPB HBN - News release - Web content - Memo to comms directors - Minster's memos to MPP's, leaders of the opposition and third party critics - Topical article - Printing	In approvals	Overview: Ontario is required to disclose the names, positions, salaries and total taxable benefits of public sector employees paid \$100,000 or more in a calendar year by March 31. This year March 31st is a Saturday, and March 30th is a holiday (Good Friday). This means the compendium must be released on or before March 29, 2018. Status: Targeting a March 23 release date. A memo was sent to Communications Directors on March 7 recommending they start working on their ministries issues notes. Communications package in ministry approvals. Next Steps: MO briefing March 22. Communications package due to DMO March 16, MO March 19, PO/ CO March 21.

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Announcement/ Issue	Key Dates	Products	Product Status	Notes
I&IT Report Back to Auditor General on two 2016 audits	March 29, 2018	OAGO Response Templates	In development	Overview: I&IT is required to report back to the OAGO on two audits that I&IT participated in from 2016: - IT General Controls Audit (7 AG recommendations) - SCO and Procurement Practices Audit (12 AG recommendations, 3 of which are for I&IT) I&IT plans to hold the pen on responses and have TBS review drafts of the submissions, in keeping with approach used for the 2016 VFM Annual Audit Report. Report backs will be released as part of full AG annual report. Status: I&IT Audit Recommendation Leads have completed responses for 8 of 10 OAGO recommendations and provided them to TBS Communications with the promise to share the other two soon. Next Steps: Return recommendations to I&IT scanned for language and issues considerations. Determine communications approach, including how to manage the release of any of these recommendations publicly.

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Announcement/ Issue	Key Dates	Products	Product Status	Notes
Pre-Election Report	Marc 28, 2018 (concurrent to budget)	<u>Pre-Election Report:</u> - Minister's Foreword to report (joint w/MOF) - News Release (joint w/MOF) - Backgrounder - Ontario.ca content (report) - Report cover - HBN (new) - Media QAs <u>PER Review:</u> - Minister's Statement (joint w/MOF) - Media QAs	In development	Overview: The Fiscal Transparency and Accountability Act, 2004, sets out principles governing Ontario's fiscal policy and includes provisions related to the content and timing of reporting on the government's multi-year fiscal plan. The Act also establishes regulation-making authority to allow the government to release a pre-election report on Ontario's finances. This report would be subject to review by the Auditor General, who will issue a statement on the findings of that review. Production of a PER is currently under way, closely aligned with the 2018 Ontario Budget production timeline. A Regulation was filed on February 23, requiring the production of a PER within seven (7) days of the 2018 Budget tabling. In a public statement on February 26, TBS and MOF ministers committed to issuing the PER concurrent to the 2018 Budget. Status: TBS Communications is working closely with MOF Communications on next steps, with TBS leading the initiative. PER cover design is approved; product in layout/design phase. Ministers' foreword entered approvals via distribution, March 7. Next Steps: Coordinate proof-reading, translation and digital coding of PER, and develop proactive and reactive communications products and issues management supports, for the two remaining phases (report, AG review).
Report Back to Auditor General on 2016 audit of Provincial Public Appointments Process	TBC	OAGO Response Templates	In development	Overview: CFLL is required to report back to the OAGO on the status of recommendations made in a 2016 audit: Section 4.02 of 2016 Annual Report – the Provincial Public Appointments Process. CFLL will hold the pen on responses and have TBS offices review drafts of the responses in keeping with the approach used for the 2016 VFM Annual Audit Report. Report backs will be released as part of full AG annual report. Status: Response and communications planning in progress. Next Steps: Determine communications approach, including how to manage the release of any of these recommendations publicly.

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Announcement/ Issue	Key Dates	Products	Product Status	Notes
Auditor General Value for Money Audit - Consulting Services and Advisors	TBC	TBC	TBC	Overview: In December, 2017, the Office of the Auditor General of Ontario (OAGO) issued a letter to the Deputy Minister, TBS, advising of their intention to conduct a Value for Money (VFM) audit of ‘Ministries’ <i>Use of Consulting and Advisory Services</i> to be included in the 2018 AG annual report. TBS was identified as the lead ministry; however, the audit will involve both TBS and MGCS as corporate leads, with a selection of line ministries still to be identified. Status: Initial planning meetings underway Next Steps: Develop communications strategy and products as information is finalized
Operational Policy on Transfer Payment Administration and Accountability	April 3, 2018	Posting on Ontario.ca only	N/A	Overview: The operational policy provides detailed direction to the OPS, and agencies who manage transfer payments, to support compliance with the Transfer Payment Accountability directive. The policy builds the foundation for a consistent approach to transfer payment administration by setting out requirements and best practices related to flexible and proportional oversight in a number of areas including administration, risk and financial management. Status: Policy in approvals Next Steps: Notify CO Digital, translate policy and prepare for web posting.
Digital Literacy and Coding Pilot announcement	April 9 or 16, 2018 (TBC)	- Communications/event plan - Minister’s remarks - News release - Social media content - Additional products TBC	Product planning underway	Overview: The Ontario Government is partnering with the Brookfield institute to develop a new digital literacy and coding pilot. The goal of the pilot is to develop and test a model for teaching digital literacy to youth aged 12-15, especially in underrepresented communities. Ontario is making a \$1 million contribution. Status: Minister announced the pilot during the Digital Inclusion Summit on February 9, 2018. An echo announcement is being planned for late March at one of the pilot locations (pending Minister’s availability). Location and logistics to be confirmed. Tentatively targeting early April (April 9 or 16 – TBC). Next steps: Prepare event plan; confirm location and logistics.

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Announcement/ Issue	Key Dates	Products	Product Status	Notes
TBS Expenditure Estimates	Mid-April 2018	- TBS Expenditure Estimates - TBS Annual Report - Ontario.ca coding of Estimates - MO-DMO Briefing Deck - QAs - HBN	In Development	Overview: Each year 12 sessional days after the release of the Budget every ministry is responsible for publishing their Expenditure Estimates that estimate their budgets for the current fiscal year. TBS is responsible for both posting the Expenditure Estimates for every other ministry and TBS’s own Estimates. TBS is also responsible for preparing for any issues that may arise from the Estimates. Status: With the Budget announced for March 28, the Estimates must be tabled no later than April 25. TBS-specific products are in development with Corporate Services Division. Next Steps: Review the TBS Expenditure Estimates and prepare communications products. Receive TBS and other Estimates and prepare for coding on Ontario.ca.

	About the Request	Decision Due	Status	Contentious? Y/N	Program area(s)	Request details
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	About the Request	Decision Due	Status	Contentious? Y/N	Program area(s)	Request details
1.	FOI Request TBS 2018-005 (Media) All reports, briefing notes, memos, media lines, and communications (both electronic and hardcopy) concerning the reported North Korean cyberattack on Metrolinx. Please limit to the Office of the Corporate Chief Information Officer (OCCIO) and its reporting organizations, including the Cyber Security Division, Cyber Security Operations, the Cyber Security Operations Centre, and Vulnerability Management. January 1, 2018 to present.	March 5, 2018 Interim decision sent March 5th	On hold	Yes	OCCIO	Notifications sent. Search request sent to OCCIO. OCCIO provided records Tuesday, February 13, 2018. Next Steps: Request is on hold until deposit of 50% of estimate is received; deposit due April 4, 2018.
2.	FOI Request TBS 2018-006 (Government) All briefing notes prepared by the Treasury Board Secretariat regarding the scope of powers afforded to the [Corporate] Chief Information Officer of the Government of Ontario from February 13, 2013 to present.	March 9, 2018	Open	Yes	OCCIO	Notifications sent. Search request sent to OCCIO. Updated wording sent to OCCIO. Records received from OCCIO Thursday February 15, 2018. Next Steps: IMAPO Preparing decision package of “partial ccess” for CAO approval.

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	About the Request	Decision Due	Status	Contentious? Y/N	Program area(s)	Request details
3.	FOI Request TBS 2018-007 (Media) In October 2017, the Office of the Auditor General of Ontario published a report entitled The Fair Hydro Plan: Concerns about Fiscal Transparency, Accountability and Value for Money. In preparing the report, the Auditor General's office reviewed "emails and other documents" provided by a number of provincial departments, including the Treasury Board Secretariat. I request all documents provided by the Treasury Board Secretariat to the Auditor General's office in connection with that report.	March 12, 2018 Interim decision sent February 21 st	On hold	Yes	DMO	Request also received by Ministry of Finance and Ministry of Energy. Same requester as 2018-0013 and 2018-0014. The scope and timeframe for this request is the same as request FOI TBS 2017-033. As records were already provided to IMAPO for 2017-033, a search will not be required. Notifications sent. IMAPO sent interim decision and fee estimate on Wednesday, February 21, 2018. Next Steps: Request is on hold until deposit of 50% of estimate is received; deposit due March 23, 2018.
4.	FOI Request TBS 2018-008 (Government) All briefing notes or slide deck presentations presented to or prepared for David Nicholl, Corporate Chief Information Officer, on the subject of policies for deleted emails, between June 1, 2017 and present. [time period: June 1, 2017 to February 7, 2018]	March 14, 2018	Open	Yes	OCCIO	Notifications sent. Search request sent to OCCIO. Records received from OCCIO Wednesday February 21, 2018. Next Steps: IMAPO reviewing and analysing records.
5.	FOI Request TBS 2018-009 (Government) All briefing notes prepared by the Treasury Board Secretariat for the Minister's Office regarding records retention policies from June 1, 2017 to present. [time period: June 1, 2017 to February 7, 2018]	March 14, 2018	Open	Yes	MO	Notifications sent. Search request sent to DMO. DMO provided records from the DMO on Friday, February 23, 2018. MO provided "no records" search result for MO on Friday, February 23, 2018. Next Steps: IMAPO preparing decision package of "full access" for CAO approval.

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	About the Request	Decision Due	Status	Contentious? Y/N	Program area(s)	Request details
6.	FOI Request TBS 2018-010 (Government) Any correspondence between the Information and Privacy Commissioner, Brian Beamish, and the President of the Treasury Board or her office since January 1, 2017. [time period: January 1, 2017 to February 7, 2018]	March 14, 2018	Open	Yes	MO	Notifications sent. Search request sent to DMO. MO provided records on Wednesday, February 28, 2018. Next Steps: IMAPO preparing decision package of “full access” for CAO approval.
7.	FOI Request TBS 2018-012 (Business – Lawyer) A company by the name of Teramach/Pivot participated in a procurement process for Server Management Services RFP, OSS 00648425. This request seeks access to all material submitted by Teramach/Pivot in the procurement process for Server Management Services RFP, OSS 00648425.	March 19, 2018	Open	Y-Ministry	ITS	Subject of request is the same as request TBS 2017-035 (closed as abandoned February 9), smaller scope. Notifications sent. No search required. IMAPO met with ITS to confirm responsive records. Next Steps: ITS to provide updated note about views and issues to IMAPO by Wednesday, March 7, 2018.
8.	NEW – FOI Request TBS 2018-013 (Media) All emails received or sent by the <u>Deputy Minister</u> pertaining to the financial/accounting structure of the Fair Hydro Plan. Time frame: 2016/12/01 to 2017/06/30	March 29, 2018	Open	Yes	DMO	Same requester as 2018-014 and 2018-007. Notifications sent. Next Steps: IMAPO confirming responsive records with DMO.

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	About the Request	Decision Due	Status	Contentious? Y/N	Program area(s)	Request details
9.	NEW – FOI Request TBS 2018-014 (Media) All emails received or sent by the Minister pertaining to the financial/accounting structure of the Fair Hydro Plan. Time frame: 2016/12/01 to 2017/06/30	March 29, 2018	Open	Yes	MO via DMO	Same requester as 2018-013 and 2018-007. Notifications sent. Next Steps: IMAPO confirming responsive records with DMO.
10.	FOI Request TBS 2018-004 (Business – Law Firm) All correspondence, including decks, briefing notes, background notes, calendar items, emails and notes that came from or went to Minister Liz Sandals, Deputy Minister Helen Angus mentioning OPTrust and/or Hugh O'Reilly, OMERS and/or Michael Latimer, Ontario Teachers' Pension Plan and/or Ron Mock, Healthcare of Ontario Pension Plan and/or Jim Keohane, and the Ontario Pension Board and/or Mark Fuller for June 2016-July 2017. Please exclude draft documents, duplicate e-mails, correspondence of a personal nature and daily media scans/news releases that mention the listed individuals and organizations.	May 22, 2018	Open	Yes	DMO, MO	Notifications sent. Search request sent. Records received from DMO/MO. Interim decision, fee estimate and time extension sent February 2, 2018. Deposit of \$65.25 received Wednesday, February 21, 2018. Due date updated. Next Steps: IMAPO reviewing and analysing records.

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	About the Request	Decision Due	Status	Contentious? Y/N	Program area(s)	Request details
11.	FOI Request TBS 2018-003 (Business) - Can you please list all publicly available websites run by your organization. - For each website above that was tendered via a RFP, can you please provide: [RFPs, scoring, costs, etc.] - For each website that was not tendered to a RFP can you please provide: [designer, developer, provider of ongoing support, maintenance costs] - For each website can you identify if a Content Management System (CMS) is used: [RFPs, contract amounts] - For any items that were evaluated via an RFP can you please ensure the following data is provided: [dates of various steps in RFP] Time Period: 2014-01-01 to 2017-12-31 Note: This request is for Justices of the Peace Remuneration Commission	TBD	On hold	Yes	TBD	Note: This is the second of two identical requests received by TBS; IMAPO anticipates receiving more for other TBS agencies. This is a common request. TBS will follow the common approach to be coordinated by IPA as the enterprise FOI lead. Notifications sent. IPA has instructed institutions to prepare a list of websites for their institution and verify the list with their web coordinator. Request is on hold until after the requester has received the institution's list and has determined next steps. List of websites sent to requester January 29, 2018. Next Steps: Final notice will be sent to requester on March 1 notifying them that request will be closed if response not received by March 16.

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	About the Request	Decision Due	Status	Contentious? Y/N	Program area(s)	Request details
12.	FOI Request TBS 2018-002 (Business) 1. Can you please list all publicly available websites run by your organization. 2. For each website above that was tendered via a RFP, can you please provide: [RFPs, scoring, costs, etc.] 3. For each website that was not tendered to a RFP can you please provide: [designer, developer, provider of ongoing support, maintenance costs] 4. For each website can you identify if a Content Management System (CMS) is used: [RFPs, contract amounts] 5. For any items that were evaluated via an RFP can you please ensure the following data is provided: [dates of various steps in RFP] Time Period: 2014-01-01 to 2017-12-31 Note: This request is for TBS	TBD	On hold	Yes	TBD	This is a common request. TBS will follow the common approach to be coordinated by IPA as the enterprise FOI lead. Notifications sent. Request is on hold until after the requester has received the institution's list of websites and has determined next steps. List of websites sent to requester January 29, 2018. Next Steps: Final notice will be sent to requester on March 1 notifying them that request will be closed if response not received by March 16.

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March 12, 2018

	About the Request	Decision Due	Status	Contentious? Y/N	Program area(s)	Request details
13.	OPQ #700 (MPP Vic Fedeli) Would the President of the Treasury Board state whether the government is in possession of an opinion from KPMG or E&Y on how the Fair Hydro Plan transaction should be recorded in the government's Consolidated Financial Statements, and further state precisely where they disagree with the Auditor General.	CO due date: April 2, 2018	In progress	Yes	OPCD	Response to OPQ. Draft is currently assigned to OPCD to write a response. OPQ will be formally filed on February 20, 2018. TBS is the only ministry to have received this OPQ. Next Steps: Develop and approve response for Minister to sign before April 2, 2018.
14.	Sessional Paper #160 (MPP Vic Fedeli) Government Advertising – request to stop running partisan hydro ads.	CO due date: April 2, 2018	In progress	No	Comms	Response to OPQ Sessional Paper 160. Response required. This is MPP Fedeli's first petition on this version of the GAA petition (different content as previous sessional paper P160 petitions, this one is focused on hydro ads). Next Steps: Communications will lead response. Minister to sign response before April 2, 2018.
15.	OPQ #711 (MPP Vic Fedeli) Would the President of the Treasury Board state whether the government plans on creating more "regulatory assets" or any other inappropriate legislated accounting schemes in the future.	CO due date: April 10, 2018	In progress	Yes	OPCD	Response to OPQ #711. Draft is currently assigned to OPCD to write a response and then send through for approvals. OPQ was filed on February 28, 2018. Next Steps: Develop and approve response. Minister to sign the response before April 10, 2018.
16.	Sessional Paper #160 (MPP Bill Walker) Government Advertising – request to restore AG's authority to review all government advertising for partisan ads.	CO due date: April 17, 2018	In progress	No	Comms	Response to OPQ Sessional Paper 160. Response required. This is MPP Walker's second petition on GAA (same content as previous sessional paper P160 petitions submitted last year). Next Steps: Communications will lead response. Minister to sign response before April 17, 2018.