

Freedom of Information and Protection of Privacy (FOIPOP) Act Review Committee

1st Meeting - January 9, 2003 @ 12:30 p.m. to 3:30 p.m.

Minutes

In attendance: Peter O'Brien, Chair
Jim Meek, Committee Member
Keith Corcoran, Committee Member
Susan Potts, Committee Member
Bill Wilson, Committee Member

Bob Doherty, FOIPOP Coordinator - Technical Support
Crystal Taylor, FOIPOP Admin Assistant - Technical Support

1) Introduction

Following introductions of those present, the chair suggested that:

- decisions of the committee be by consensus
- if complete agreement were not achieved on any issue, dissenting opinions could be included in the final report on the issue
- meetings be arranged with Caucus Offices, FOIPOP Administrators, Deputy Ministers, and the Review Officer
- beyond this part of the process, that suggestions were welcome
- the process of meeting with groups, receiving submissions, the work of the committee etc. should be a completely open and transparent

It was agreed that this approach would be followed.

2) Logistics

It was agreed that:

a) re web site

- a section of the Department of Justice web site be developed for use by the committee
- minutes of the committee be posted on the web site
- a news release be disseminated about the work of the committee once the web site was up and running

b) re budget

- development of a proposed budget be discussed at a later session and posted on the web site

b) re submissions

- a call for public submissions be made early in the process; the Department of Justice was asked to prepare a draft advertisement to be placed in newspapers, and that the costs for running the ad in all dailies in the province be provided; the ad should be placed by the end of January
- In requesting a call for submissions that the option of written or oral submissions be presented, and that groups or organizations be requested to provide the names of designated individuals who might wish to appear on behalf of the group or organization
- those providing submissions be informed that, unless otherwise requested, written submissions would be placed on the DOJ/Advisory Committee web location
- notice of intention to make submissions be required in writing and must be submitted to the committee by March 21, 2003
- the committee be prepared to travel to the location of the individual or organization making the submission to hear their views, and those of other interested parties in the geographic area as long as there is sufficient interest in that area

d) re meetings with outside parties

- meetings be held early in the process with the Review Officer, and the Caucus Offices with meetings with the Caucus Offices to be scheduled before the legislature opens; invitations to be sent to both; letter to be sent to the NS Association of Health Organizations acknowledging its request to make a submission, and indicating the committee will be in communication with the organization

e) re meetings of the committee

- meetings be held approximately every two weeks

f) statistics (source of applications, and types of applications)

- the Department of Justice provide a presentation on statistics relating to administration of the FOIPOP Act in N.S. and other jurisdictions for the next meeting of the committee

3) Issues

- The committee began work on a list of issues that might be considered during the course of the committee's work; work would continue at the next meeting of the committee.

4) Adjournment

- The committee adjourned its meeting at approximately 3:30 p.m.