

**Canadian Council on Social Development
Community Data Program
Program Steering Committee Fall Meeting**

Tuesday, October 11, 2016

<https://cdp.adobeconnect.com/psc/>

MEETING AGENDA

1. Welcome

- Some technical difficulties occurred. The meeting took place via teleconference.

2. Comments on Program Membership Renewal Package: content or process

- The package will need a cover letter or something to directly address it to each individual consortium. CDP will come up with a letter customized for each consortium.
- Keep program-level stats within the package
- customized infographic as annex

3. Items for the October 18 Leads Teleconference Agenda

- Progress report to Leads. Highlight our focus for the next 6 months.

A. Strategic Direction 1 Program leadership

· **Report on the Website Improvement Project**

- Website improvement project is completed. Significant changes were made to the catalogue search function, metadata was improved, a 'Data by theme' section was added, and back-end improvements were made to assist program administration.

· **Collecting annual Membership fees**

- A number of member organizations have not paid their membership fees. We will be sharing this information with the Leads.

B. SD2. Purchase and access data

· **Implementation of Schedule B**

- The Leads' meeting will highlight acquisitions that were made this year and what is to come.

· **Report on data usage**

· **Preparing for Census 2016: A planned survey of CDP Registered users**

C. SD3. Train people and build capacity

· **An enhanced online catalogue, including a Search Data by Theme option;**

· **A CDP Webinar Series**

- Webinars are planned on the following topics: taxfiler data, analyzing and visualizing community data.

- Expanded community reporting resources: Strength in Numbers series of thematic fact sheets; Do-It-Yourself Community Infographics templates;
 - The DIY Infographics are now available in the Resources section of the website.
- A prototype map-based data access tool to be launched in Fall 2016
 - The prototype of the tool is available on the website.

D. SD4. Share results within the network

- Community Snapshots reminder
- Introducing a ListServ
 - The CDP is investigating what is required to create an email listserv associated with the CDP that members could use to network, post information and pose data- and policy-related questions
- Annual meeting May 25 & 26, 2017 in Kingston, Ontario

E. SD5. Build and foster partnerships

- Membership update: Wood Buffalo's lead has withdrawn
- Membership renewal: 20 existing consortia

F. Other business

4. Other Business

- For smaller meetings we will combine webinar for visuals and teleconference for audio

5. Next Meeting: Thursday, April 27, 2017