

2022 Annual Report

Jason Woywada

FIPA

Your Data
Your Rights



Territorial Acknowledgement

FIPA acknowledges with respect the Indigenous Peoples on whose traditional territory we conduct activities. We acknowledge the insight and knowledge of Elders past, present, and emergent and their relationship to this land and these issues. While striving to increase privacy protection and access to information for everyone, we recognize that colonization and associated attitudes, policies, and institutions have significantly changed Indigenous Peoples' relationship with this land. For many years, those same things served to exclude Indigenous Peoples from the privacy protection and access to information afforded to others. FIPA is committed to redressing those historic and continued barriers.

Institutional Funders

The BC Freedom of Information and Privacy Association thanks the Law Foundation of BC and all our contributors including donors, funders, and volunteers for their ongoing support of our advocacy, programs, projects, and activities.

We also acknowledge the financial support of the Province of British Columbia (Gaming Policy and Enforcement Branch).



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MESSAGE FROM THE PRESIDENT

Dear Members, Allies, and Partners,

Greetings. I hope that 2023 has treated you well, and that you are looking forward to the New Year. It is a privilege to be able to share some highlights of the past year with you as we hold our Annual General Meeting.

FIPA was a busy organization throughout 2022 and into 2023. We advanced a number of important projects, some in response to emerging conditions and opportunities in the information and privacy rights fields and some proactively designed to advance the Society's core objectives.

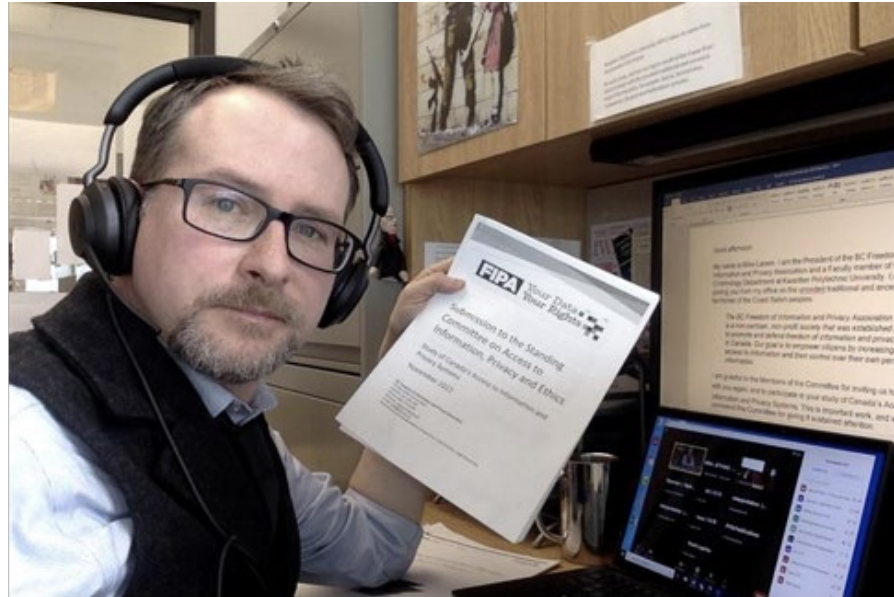
Internally, the Board of Directors has put considerable time and energy into updating our governance policies and practices. FIPA is now in the excellent position of having multi-year continuing program funding via a generous grant from the Law Foundation of British Columbia, and this has made it possible to plan and budget our work on a more stable, longer-term basis.

To support this organizational growth, we have updated our financial management policies. In keeping with the theme of thinking long-term, we have developed FIPA's first strategic recruitment policy to ensure that the Board of Directors will have the capacity to guide and govern the organization, support the work of our Staff, and draw on the expertise, experience, and perspectives that FIPA needs to thrive.

On the topic of governance, we are pleased to present the Members with a proposal to update the Society's Bylaws. Some of the proposed amendments are based on updated 'best practices' - for example, the clarification of definitions to support meetings via electronic means. Other amendments are more substantive, including the introduction of consecutive term limits for Directors (to support organizational growth and renewal), an update to the rules governing the appointment of Directors to the Board between AGMs, and an update to the duties of officers of the Board. The proposed amendments have been endorsed by the Board of Directors and reviewed by legal counsel, and we hope that they will be supported by the Members of the Society.

In terms of FIPA's program activities, there are a number of themes that have characterized our recent work:

- **A research-based approach to FOI reform:** FIPA has always been both an advocate for transparency and an active user of our public records laws, but this year we made a commitment to systematically using FOI requests to examine the functioning of FOI in British Columbia. We have been examining public body compliance with the law, the existence and application of policies, the handling of informal request for information, and many other important aspects of the system. We have also been studying the ways in which the 'health' of FOI systems across Canada is assessed by governments and Commissioners. Look for updates on our findings over the coming weeks and months.
- **Keeping resources current:** The FIPA website is an important resource hub for people looking for information about their information and privacy rights, and we have committed to keeping our public-facing resources updated and current. Legislative comparisons, information about health privacy rights, and other key resources are reviewed and updated by FIPA staff researchers, co-op students, and professional partners.
- **An expanded public education toolkit:** This year saw us take a number of exciting steps to build and diversify our public education offerings. FIPA now offers a comprehensive training resource for organizations subject to BC's Personal Information Protection Act. The resource uses an accessible and professionally produced podcast format, supported by templates and materials that allow organizations to build their privacy management programs from the ground-up. We are looking forward to launching additional updated public education materials in the near future.



Mike, in 2023, serving as a witness (via Zoom) before the House Standing Committee on Ethics, Access to Information, and Privacy

In addition, FIPA has continued to take opportunities to push for transparency and privacy reform on multiple fronts. For example, I had the privilege of making two appearances on behalf of FIPA before the House of Commons Standing Committee on Access to Information, Privacy and Ethics (ETHI), as part of the Committee's study of Canada's Access to Information System. FIPA joined a diverse group of other witnesses in calling for substantive reforms to address major gaps and shortcomings of the Access to Information Act (ATIA). This study intersected with the Treasury Board Secretariat's review of the ATIA, which FIPA also contributed to. Our contributions were cited prominently in the ETHI Committee's final report. As has been the case for many years, the much-needed reforms to the federal Access regime have yet to materialize. FIPA has also been active on the privacy rights front, including through our collaboration with the Canadian Civil Liberties Association (CCLA) and many other partners on the Right2YourFace project that is pushing for law reform related to the use facial recognition technology (including amendments to Bill C-27). This issue is at

the forefront of privacy rights debates today, given the rapid expansion of intrusive surveillance and artificial intelligence technologies.

These are important times for anyone interested in matters of transparency, accountability, and privacy, and I am proud of the work that FIPA is doing. On behalf of the Board of Directors, I want to thank you for your continued support - and I want to encourage you to consider becoming a regular Donor, sharing information about FIPA's work through your networks, and considering volunteering your time and expertise on our Board of Directors.

Sincerely,



Mike Larsen
President, BC Freedom of Information and Privacy Association

MESSAGE FROM THE EXECUTIVE DIRECTOR

2022 was the first year with a staffing centered on drawing from and supporting new voices entering the sector. We began to further advance our organization management moving beyond the headline of the day to deliver repeated and defined program activities.

FIPA continues to undertake the important work as a civil society organization you value. I continue to be excited by the opportunity to expand upon its capabilities and contribute everything I can to improve its ability to deliver. I look forward to continuing to expand upon the important work FIPA does.

Sincerely,
Jason Woywada,
Executive Director, BC Freedom of Information and Privacy Association



2022 - THE YEAR THAT WAS

FIPA Online

2022 saw FIPA continue to refine and update its online infrastructure. Our web assets include [FIPA.bc.ca](https://www.fipa.bc.ca), [Health Info Privacy BC](#). These integrate and link with our social media platforms on [Facebook](#), [Twitter](#), [LinkedIn](#), [YouTube](#) and [Instagram](#).

Over 30 years, FIPA’s [Get Help](#) website section was cobbled together from a variety of contributors in a variety of formats compiling a lot of different information in our mandate areas, and may have been reviewed or re-written at different times. With a combination of legal review and work by our practicum and law co-op students, FIPA undertook a top to bottom review and rewrite of our [Get Help](#) Sections. Most of the work was completed in 2022. These activities are structured in a manner that ensure annual legal review for accuracy and quality to ensure they remain as current as possible.

Our first example, FIPA’s [Health Information Privacy in British Columbia](#) was first launched in 2011. Legal review was conducted by Jackson Doyle at Harper Grey LLP in the fall of 2021. It was then implemented by Noah Escandor and Jay Artley as part of their 2022 Law Co-op placement. This was relaunched in our Get Help architecture under [Your Health Information](#). The process and cycle can repeat every year.

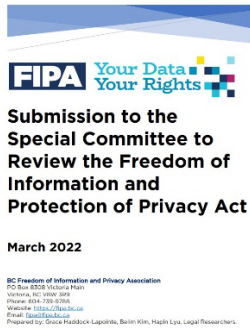
Spotlight on the Numbers

	2016	2017	2018	2019	2020	2021	2022
Website Visits	20,831	17,269	8,617	20,187	19,419	20,415	19,036
Get Help Visits	13,108	12,074	9,845	8,961	11,014	4,048*	5,659*
Research Resources						4,257*	9,245*

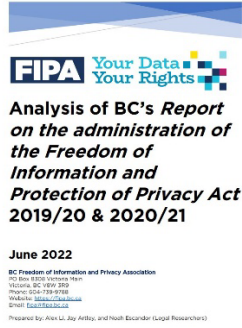
* = Unique Page Views / UPV

Publications and Videos

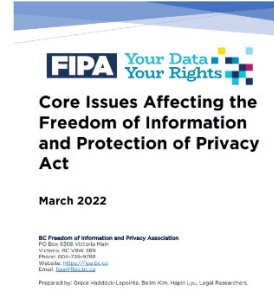
2022 saw several publications with a complete list of program deliverables at the back of the Annual Report.



[Submission to the Special Committee to Review FIPPA \(2022\)](#)



[2022 Analysis of BC's Report on the Administration of FIPPA](#)



[2022 Core Issues Affecting FIPPA](#)

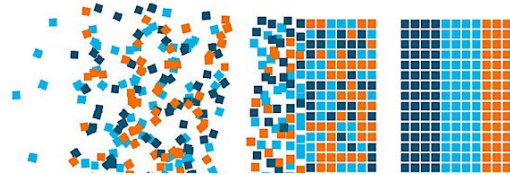


[FIPA Investigation of Fees on General FOI Requests](#)



[Press Freedom Online](#)

Big Data FOI



[Big Data FOI](#)



[Environmental FOI 101](#)

2023 AND BEYOND

Get Help

Through 2022 and into 2023 we were able to continue the top to bottom redraft of the [Get Help](#) section of the website with Noah Escandor. This included expanded reviews and updates from [Harper Grey LLP](#) and [Farris LLP](#) of [Your Health Information](#), [Rights to your Personal Information](#), [Rights to General information](#), [Complaint and Review Mechanisms](#), [Canadian Frameworks](#) and separate areas for [Frequently Asked Questions](#) and [Definitions](#). Our last outstanding update is in the [Privacy Rights](#) section of the website.

Training

FIPA has launched its first certificate program focused on Privacy Management Program (PMP) training. We were very excited to work with our providers at ProDio to deliver this activity. The course focuses on helping an organization learn about privacy laws in Canada and walks them through the stages of setting up, managing, and maintaining a PMP to remain in compliance.

Law Reform Where It Matters

Working with pro bono counsel, FIPA is seeking intervenor status to ensure transparency in ministerial mandate letters. We are continuing to draw attention to political double standards in privacy protection and access to information through our new campaign [Your Political Privacy](#).

Walking the Talk in Transparency

Walking the talk in transparency means not only publishing but clearly following our policies and bylaws. It also means supplying recognition where recognition is due. The board of directors and staff will continue to review and annually update the following online materials.

- Staff <https://fipa.bc.ca/about-us/staff/>
 - Updated to cross link and promote staff and their deliverables.
- Contributors <https://fipa.bc.ca/about-us/contributors/>
 - Updated to crosslink and promote our extended network.
- Advisors <https://fipa.bc.ca/about-us/advisors/>
 - With an updated Terms of Reference, FIPA is re-engaging and diversifying its advisors.
- Governance <https://fipa.bc.ca/about-us/governance/>
 - Our governing policies including: [Purpose, Identity and Perspective](#), [Strategic Management Plan](#), [Diversity Equity and Inclusion Policy](#), [Records Classification and retention schedule](#), [Board Roles and Responsibilities](#), [Terms of Reference Advisors and Advisory Groups](#)
 - Combining these created the ability to improve strategic recruitment for both the [board of directors](#) and [advisors](#). This includes the ability to strategically recruit on third party job boards.
- Work With <https://fipa.bc.ca/get-involved/work-with/>
 - Existing defined and developing employment opportunities.

There is still work to do in developing our policies and governance. On the horizon are policies for transparent procurement, strategic management plan update, and considerations for our next bylaw update.

WHO WE ARE

Vision Mission Mandate

Mission

Improve and defend privacy and transparency as vital components of a free and democratic society.

Vision

Public agencies transparent in action and decision.

People in control of their privacy.

Privacy and transparency in law and policy.

Mandate

FIPA is one of Canada's few advocacy groups dedicated to access to information, transparency, and privacy issues. We conduct research into the public opinion, policy and law that intersect access to information and privacy frameworks in BC and across Canada. This includes monitoring the performance of public bodies, governments, and regulators in the sector. FIPA commissions studies and provides material that empower lawyers, journalists, students, and the public. In turn, we are frequently consulted on policy issues by politicians and government officials.

FIPA is a cornerstone of civil society in BC with an extended network across the country.

Our advocacy work focuses on transparency and privacy.

Our activities deliver programs that include:

legal research, public legal education, public assistance and aid, and law reform.

Core Activities

Operations

FIPA maintains operation expenses below 10% of its annual budget. It remains focused on repeating and defining activities so that they can be managed and optimized. Recognizing our fiduciary responsibility means acting in a manner that provides value for the resources the organization receives. Acknowledging that these resources are limited requires that we strive to be both efficient and effective.

Legal Research Program

As a law-centered organization, legal research is a foundation in all of FIPA's program areas and activities. FIPA strives to consistently apply legal research methodology in all that it does. This includes ensuring strong representation and review by legal professionals and academics familiar with relevant case law and legal research practices. Current resources enable FIPA to hire law students to undertake legal research. This includes analysis of legislation, rulings, and orders. It also includes activities on specific access to information and privacy related matters through a combination of staff, contract, and pro bono contributors. In addition to conducting and commissioning our own studies, we supply research support in areas within our mandate to lawyers, journalists, students, and the public. Resources based on our research are published and available through our website and through our archives at Simon Fraser University.

Public Legal Education Program

Many FIPA activities are designed to increase public awareness of legal rights in areas of privacy and access to information. Education is the process of facilitating learning, or the acquisition of knowledge, skills, values, morals, beliefs, and habits. FIPA's program reflects many of the educational methods of teaching, training, storytelling, discussion, and directed research. FIPA's public legal education program area includes both passive and active delivery supported by multiple funders. Passive delivery is primarily web based. Our website [Get Help](#) as well as [Research Resources](#) provide a searchable form of public legal education. Their content is designed to supplement the materials provided by governments and industry, and to increase the dissemination of legal information to the public and increase their access to justice in mandate areas. The content is to be reviewed and updated annually to ensure accuracy and relevance. Active delivery includes specific planned presentations on topics related to our mandate areas. Repeatable training includes [FOI 101](#)

and FOI 201 workshops. On an ad hoc basis it includes presentations developed and delivered on request and through solicitation to target audiences. This material is to be reviewed at regular intervals and part of our delivery cycle.

Public Assistance and Aid Program

Although generally part of public legal education efforts, specific individual inquiries received through community contact require responses which can be time intensive in comparison with passive or active education efforts. For this reason, and to facilitate and separate the supporting activities from education, we designate assistance and aid as a separate program area. Distinctions between assistance and aid are defined within the legal profession through time allocation. For this reason, FIPA estimates and tracks the time it spends per contact and can also track province of origin. Assistance is defined as any inquiry (e.g., telephone, email, social media) requiring a customized response in areas aligned with FIPA's mandate. Aid is defined as any assistance that requires more than 30 minutes of staff time to address. If aid requires legal intervention, it shifts to other sources of funding and may be referred to another party.

Law Reform Program

FIPA has a 30-year track record of constructive law reform activities. Law reform is a continuous process that needs sustained activities that culminate in advocacy to affect change that benefits people. It is reflective of and informed through activities that are part of public legal education, which includes stakeholder engagement and legal research with quantitative and qualitative components. Advocacy in law reform is best achieved when multiple groups act together on common issues. FIPA has more clearly established its own law reform efforts and regularly engages with an extended network of civil society groups in BC and across Canada to discuss and align activities to advance law reform in its mandated area. FIPA is an active member of both the Right to Information Alliance Canada and the federal Office of the Privacy Commissioner Civil Society Round Table. It remains a member of the Protect our Privacy Coalition, a group of more than 50 civil society and public interest organizations working to protect privacy and fight repressive legislation such as the *Anti-Terrorism Act*, 2015.

2022 Resource Links

1. YouTube - 2022 Press Freedom Frontlines
 - <https://www.youtube.com/watch?v=CNndcSq8ORg>
2. YouTube - Big Data FOI
 - <https://www.youtube.com/watch?v=qjKWnyLf3uU>
3. YouTube - FIPA Environmental FOI 101
 - <https://www.youtube.com/watch?v=rVzpwU9pHQo>
4. Submission to the Special Committee to Review FIPPA (2022)
 - <https://fipa.bc.ca/product/submission-to-the-special-committee-to-review-the-freedom-of-information-and-protection-of-privacy-act-2022/>
5. 2022 Analysis of BC's Report on the Administration of FIPPA
 - <https://fipa.bc.ca/product/2022-analysis-of-bcs-report-on-the-administration-of-the-freedom-of-information-and-protection-of-privacy-act-2019-20-2020-21/>
6. 2022 Core Issues Affecting FIPPA
 - <https://fipa.bc.ca/product/2022-core-issues-affecting-the-freedom-of-information-and-protection-of-privacy-act/>
7. FIPA Investigation of Fees on General FOI Requests (2022)
 - <https://fipa.bc.ca/product/fipa-investigation-of-fees-on-general-foi-requests-2022/>
8. FIPA Bulletin - ICYMI - February (2022)
 - <https://fipa.bc.ca/product/fipa-bulletin-icymi-february-2022/>
9. FIPA Bulletin - ICYMI - September (2022)
 - <https://fipa.bc.ca/product/fipa-bulletin-icymi-september-2022/>
10. FIPA testimony before the House of Commons ETHI Committee study of Canada's Access to Information System
 - <https://www.ourcommons.ca/committees/en/WitnessMeetings?witnessId=293479>
 - <https://www.ourcommons.ca/Content/Committee/441/ETHI/Brief/BR12124551/br-external/BCFreedomOfInformationAndPrivacyAssociation-e.pdf>

2022 2023 Directors and Staff

<p>Executive</p>	<p>President: Mike Larsen - Faculty and Co-Chair, Criminology Department, Kwantlen University Vice-President: Robert Tremonti - Privacy Professional Secretary / Treasurer: Ali Yusuf - Lawyer, Faculty, Criminology Department, Kwantlen University, Law Co-op Supervision</p>
<p>Members At Large</p>	<p>Samantha Delechantos - Lawyer, Privacy Professional, Law Co-op Supervision Keith Reynolds - National Research Representatives, Canadian Union of Public Employees Alexandra Wieland - Information and Privacy Archivist, Simon Fraser University, Professional Experience Supervision Ben Parfitt - Information and Privacy Archivist, Simon Fraser University, Professional Experience Supervision Matthew Hetu - Master of Archival Studies & Library & Information Studies</p>
<p>2022 Staff & Placements</p>	<p>Jason Woywada - Executive Director Jay Artley - Legal researcher Elizabeth Day - Duty to Document Training and Volunteer Management Development Noah Escandor - Legal Researcher Alex Li - Legal Researcher Belim Kim - Legal Researcher Hapin Lyu - Legal Researcher Grace Haddock-Lapoint - Legal Researcher Spencer Izen - Researcher Kelsi Dunman - UBC Professional Experience Jade Baptiste - UBC Professional Experience Matthew Hetu - UBC Professional Experience</p>

IN GRATITUDE

Several members of FIPA's Board of Directors have completed their service to the organization this year. On behalf of the Board and Members, we extend them our heartfelt gratitude for their commitment of time, energy, passion, perseverance, and knowledge.

Samantha Delechantos helped navigate FIPA through the pandemic period and through our transition to a remote work organization. She brought the perspective of an experienced privacy lawyer with an understanding of the international legal terrain to her work with FIPA, provided excellent advice and guidance, and supported the organization by helping to supervise our law student co-op researchers. Samantha remains a valued member of FIPA's Advisory Group.

Bruno Godin served on the Board for many years, including in the capacity of FIPA's Secretary. Bruno brought care, wit, and an outstanding understanding of privacy and technology to his work with FIPA. His contributions to the Board's conversations about surveillance, digital media, and privacy law reform always helped to steer us towards positions and projects that reflected FIPA's core commitments and priorities. Bruno always kept an eye on developments in the privacy field helped FIPA to understand emerging challenges in comparative context.

Matthew Hetu was appointed to the Board in 2023 and briefly served in the position of Secretary before resigning to attend to other commitments. In his time with the Board, Matt worked closely with staff and other Directors to update the policies and practices associated with the Secretary position. Prior to his time with the Board, Matt worked as a member of FIPA’s staff, focusing on information management and records retention policies.

Keith Reynolds is departing the Board after this year’s AGM and holds the distinction of being the Director with the most service experience on FIPA’s Board. Keith brought an extraordinary mix of governance knowledge, policy acumen, and passion for freedom of information to the Board, and was second-to-none in terms of the dedication and attention to detail he brought to his work. Keith helped to guide FIPA through a decade of growth and transformation, always ensuring that our approach to new issues and projects was consistent with the organization’s foundational commitments to transparency and privacy.

It is difficult to overstate the significance of the contributions that these colleagues have made to FIPA. Suffice to say that the organization would not be where it is without them, that they have left a lasting mark on the vision and culture of the Society, and that their fellow Directors are richer for having had the opportunity to work with them.

Thank You

to

Donors and Members Across Canada

and

Our BC Institutional Funders

