

CAPA 2026 – Session Discussion Guide

These summaries are intended to provide early direction for jurisdictions as they consider participating in breakout sessions. The topics and questions are designed to encourage practical discussion, the sharing of experiences, and lessons learned rather than formal presentations.

Day 1 – Tuesday – Emerging Technology & Application

9:00 – 10:15 | Plenary

Emergent Technologies & Threat Landscape (KPMG) *External view of AI, cyber, and emerging risks*

Understanding the rapidly evolving technology landscape and what it means for legislative institutions.

Audience: All Streams

10:35 – 12:00 | Breakout Sessions – Block 1: Emerging Technology: Application, Risk and Early Adoption

A series of discussions exploring the implementation of emerging technologies, alongside functional roundtables providing Finance, Member Services and Human Resources colleagues with an opportunity to share current priorities, operational challenges and emerging issues.

Block 1	Location	Session	Audience	Description	Key Discussion Topics
	Victoria Room	ASR Automatic Speech Recognition, the promise, reality and implementation	Broadcast	<i>Exploring how ASR technology is changing legislative broadcasting and accessibility while understanding the realities of implementation.</i>	• Technology selection • Accuracy and quality • Operational workflows • Accessibility • Lessons learned • Future opportunities
	Regency Ballroom	Balancing Security & AI (KPMG)	ITS	<i>How can legislative organizations embrace artificial intelligence while protecting privacy, sensitive information, and institutional security?</i>	• AI governance and organizational readiness • Cybersecurity considerations • Data privacy and confidentiality • Data Loss Prevention • Awareness and Priorities
	Saskatchewan Suite	Jurisdictional Roundtables	Member Services/Finance	<i>An opportunity for finance and member services professionals to discuss current priorities, emerging issues, and operational challenges.</i>	• Current priorities • Operational challenges • Member expectations • Technology • Service delivery

Location	Session	Audience	Description	Key Discussion Topics
Oak Room	Jurisdictional Roundtables	HR	<i>An opportunity for human resource professionals to discuss current priorities, emerging issues, and operational challenges.</i>	• Policy questions • Recruitment & retention • Succession planning • Psychological health • Leadership development • HR technology • Future priorities • What workforce challenges are you experiencing? • What initiatives are currently underway? • What has been successful? • Where are you looking for new ideas?

13:15 – 14:40 | Plenary

Grace Hession David – Saskatchewan’s Privacy Commissioner – The People Side of Emerging Technology

Balancing innovation with privacy, ethics and public trust.

Audience: All Streams

15:00 – 16:30 | Breakout Sessions – Block 2: Modernization, Accessibility and Responsible AI

Practical discussions examining technology modernization, accessibility, responsible AI governance and the use of artificial intelligence to improve service delivery within legislative organizations.

Block 2	Location	Session	Audience	Description	Key Discussion Topics
	Victoria Room	Enhancing Accessibility in Broadcasting: Integrating ASL	Broadcast	<i>Sharing practical experiences implementing ASL interpretation into legislative broadcasting.</i>	• Accessibility goals • Production workflows • Technical requirements • Staffing models • Costs • Lessons learned
	Regency Ballroom	IT Modernization	ITS	<i>How legislative IT organizations are evolving to meet changing technology, cybersecurity, and service expectations.</i>	• Enterprise Assessments • Future operating models • Skills Improvement • Cloud services • Strategic planning •

	Session	Audience	Description	Key Discussion Topics
Saskatchewan Suite	How is AI being used to support and serve members	Finance/Member Services	<i>A practical look at how automation and AI tools such as Copilot are being used in finance functions, including real use cases, risks, and approaches to implementation.</i>	• Member services • Administrative efficiencies • AI use cases • Risks • Privacy • Human oversight • What problems are you trying to solve? • Where has AI added value? • What safeguards are required? • Where should human involvement remain?
Oak Room	AI Governance – Privacy & Policies	HR	<i>Developing practical organizational policies that support responsible AI use while protecting employees and legislative information.</i>	• Policy development • Acceptable use • Privacy • Employee guidance • Governance • Organizational readiness • Do you currently have AI guidance? • What should be included? • How are privacy concerns addressed? • Who owns AI governance?

Day 2 - Wednesday – Operations, Service & Systems

9:00 – 10:15 | Breakout Sessions – Block 3: Operational Resilience, Culture and Future Readiness

Practical discussions exploring future IT operations, broadcast systems, expense administration and the organizational work required to move psychological safety beyond training and into workplace culture.

	Location	Session	Audience	Description	Key Discussion Topics
Block 3	Victoria Room	Broadcast Operations Tour	Broadcast	<i>Focus on showcasing the technology and helping other jurisdictions understand the practical implications</i>	• Chamber technology • Production workflows • Equipment • Staffing • Future upgrades
	Regency Ballroom	Future of IT Operations (AI, M365, Cybersecurity, Risk Management)	ITS	<i>How legislative IT organizations are evolving to meet changing technology, cybersecurity, and service expectations.</i>	• Risks, Challenges and Opportunities • Strategic planning • Vendor relationships

Location	Session	Audience	Description	Key Discussion Topics
Oak Room	Psychological Safety – Beyond Training to Culture Change	HR	<i>Discussion focused on how to build a psychological safety culture through leadership, moving beyond training to real-world application and cultural change.</i>	• Leadership accountability • Trust • Team culture • Respectful workplaces • Measuring success • Continuous improvement • What has had the greatest impact? • How do leaders demonstrate psychological safety? • How do you measure success? • What barriers remain?
Saskatchewan Suite	Caucus vs Leader vs Member Expenses	Finance/ Member Services	<i>Discussion focused on comparing approaches to administering Member, Caucus, and Leader budgets; exploring common areas of interpretation and share practical experiences managing emerging issues while maintaining fairness, transparency, and accountability.</i>	• Policy interpretation • Governance • Grey areas • Documentation • Decision-making • Consistency • What issues create the most debate? • How do you maintain consistency? • Where are policy improvements needed?

10:35-12:00 | Plenary

British Columbia LAS Modernization in Practice: Adoption of Workday in the British Columbia Legislative Service

Audience: All Streams

A plenary discussion exploring how legislative organizations are approaching modernization across technology, operations and service delivery. Using the adoption of Workday within the British Columbia Legislative Assembly as a practical case study, participants will examine the realities of implementing large-scale change, including enterprise systems, governance, project delivery, operational pressures and the people side of transformation.

13:15 – 14:40 | Breakout Sessions – Block 4: Systems Transformation and Operational Modernization

Applied discussions examining chamber modernization, Microsoft 365 tools, emerging Member expense issues and the organizational change associated with implementing new enterprise HR and payroll systems.

Block 4

Location	Session	Audience	Description	Key Discussion Topics
Victoria Room	Modernizing Sound: Audio System Upgrades in the Alberta Legislature Chamber	Broadcast	<i>Focus on showcasing the technology and helping other jurisdictions understand the practical implications</i>	• Planning • Procurement • Testing • Installation • Operations • Lessons learned
Regency Ballroom	M365 session	ITS	<i>How are legislative organizations maximizing the capabilities of Microsoft 365 while maintaining appropriate governance, security, and information management?</i>	• Microsoft Teams and collaboration • SharePoint and document management • Microsoft Copilot and AI integration • Microsoft Security and compliance • Agents, Work IQ, Co-work
Saskatchewan Suite	Modernization of financial systems	Finance/Member Services	<i>Exploring changing technology and its impact</i>	• Technology • Digital services • Policy gaps • Governance
Oak Room	Enterprise Technologies – managing the change	HR/All Streams	<i>Comparing enterprise technology implementations across jurisdictions.</i>	• Any shortcomings? • Implementation • Process redesign • Governance • Training • Stabilization • Lessons learned • What drove the implementation? • What was most challenging? • What advice would you share?

15:00 – 16:30 | Breakout Session – Block 5: Capacity, Collaboration and Sustaining Service

Functional roundtables and cross-functional discussions providing participants with an opportunity to reflect on conference themes, share current priorities and explore practical approaches to resource pressures, leadership development and succession.

Location	Session	Audience	Description	Key Discussion Topics
Victoria Room	Jurisdictional Roundtable	Broadcast	<i>An opportunity for Broadcast professionals to discuss current priorities, emerging issues, and operational challenges.</i>	• Technology • Modernization • Operations • Future collaboration

Location	Session	Audience	Description	Key Discussion Topics
Regency Ballroom	Jurisdictional Roundtable	ITS	<i>An opportunity for ITS professionals to discuss current priorities, emerging issues, and operational challenges.</i>	• <i>Future priorities</i> • <i>AI</i> • <i>Cybersecurity</i> • <i>Modernization</i> • <i>Collaboration</i> •

Day 3 – Thursday – Reflection & Closing

8:30 – 9:45 | Closing Reflection

Closing Reflection: Leadership, Institutional Responsibility, inclusion and relationship-building - Cadmus Delorme

A closing reflection on leadership, institutional responsibility, inclusion, reconciliation and relationship-building in contemporary public institutions.

Audience: All Streams

10:00 – 11:15 | AGM and BC Teams Channel Presentation

CAPA AGM and passing the Driftwood to Yukon
BC Teams Channel overview and presentation

Audience: All Streams

14:00-15:00 Welcome to the Saskatchewan Legislative Chamber

Tour (both official languages)
Official photo to follow on stairs to chamber.

Audience: All Streams