

May 1, 2018

Tuesday

All Day	House Not Sitting (May 1 - 3)
8:15 AM - 8:30 AM	Conference Call: Jill/David/Matt Reed re: Cannabis
8:30 AM - 9:00 AM	8:30-9:00am - Daily Communications Meeting --
9:00 AM - 10:30 AM	9:00 AM IM/IT Capital Investment Board May 1st Meeting
10:00 AM - 10:30 AM	Jill/CJ re: Bi-weekly Touch Base (Meeting series ends Dec 18/2018) --
11:00 AM - 11:30 AM	Jill/JC: touch base --
11:45 AM - 12:45 PM	Lunch: Jill/Dean
1:00 PM - 2:30 PM	Jill/CJ/Bobbi/Ian/Kerry/Tracee/Rumon & Nadine re: Strategy Planning
3:00 PM - 4:30 PM	DMCSI (Deputy Ministers' Committee on Social Initiatives) --

May 2, 2018

Wednesday

All Day	House Not Sitting (May 1 - 3)
8:00 AM - 9:00 AM	Minister Roundtable (Mtg series ends Dec 17/18) --
9:00 AM - 9:30 AM	Office Time
9:30 AM - 10:00 AM	In Person: Jill/Bev re: Touch Base
10:00 AM - 10:45 AM	Jill/Stu/Dean re: Touch Base
11:15 AM - 11:45 AM	Weekly FOI Calls (Mtg Series ends Dec 19/2018) --
12:00 PM - 1:00 PM	Jill/Ian re: Touch Base
1:00 PM - 1:30 PM	Lunch
2:00 PM - 4:00 PM	PayBC Go live Celebration & Recognition
3:45 PM - 4:45 PM	CITZ Communications Look Ahead

May 2, 2018 Continued

Wednesday

5:00 PM - 7:00 PM

Private Appointment

May 3, 2018

Thursday

All Day

House Not Sitting (May 1 - 3)

Personal Information

7:00 AM - 8:00 AM

8:30 AM - 9:00 AM

8:30-9:00am - Daily Communications Meeting --

9:00 AM - 9:30 AM

Jill/JC: touch base --

10:00 AM - 10:30 AM

Jill/Terry re: Touch Base

10:30 AM - 11:00 AM

Jill/Shaina from Deloitte re: Touch Base

11:00 AM - 12:00 PM

Jill Kot/David Curtis/Matt Reed & Troy Taillefer re: Follow-up mtg re: Cannabis

12:00 PM - 12:30 PM

Reference Call

12:30 PM - 1:30 PM

Lunch and Eapprovals

1:30 PM - 2:00 PM

Trish: weekly touch base --

2:00 PM - 4:00 PM

DMCPSI

May 4, 2018

Friday

8:30 AM - 10:00 AM

DMC --

10:30 AM - 11:00 AM

Phone Call: Jill/Janet re: Band

11:00 AM - 11:30 AM

Jill/Jennifer: touch base --

11:30 AM - 12:00 PM

Bi-weekly: Jill & Sunny (Mtg Series ends Dec 21/18) --

12:15 PM - 1:00 PM

Lunch

May 4, 2018 Continued

Friday

1:00 PM - 1:30 PM	Data Centre Security Review - Project Updates
1:30 PM - 2:00 PM	Office Time
2:00 PM - 2:30 PM	Jill Kot/Corrie Barclay Touch Base
2:30 PM - 3:00 PM	Jill/Judith Lloyd re: Touch Base
3:00 PM - 3:15 PM	Phone Call: Jill/Danielle Burton
3:30 PM - 4:30 PM	Jill/Richard/Tan/David & Matt re: Privacy/Contract Terms

May 7, 2018

Monday

All Day	House Sitting (May 7 - 17)
8:30 AM - 9:00 AM	8:30-9:00am - Daily Communications Meeting --
9:00 AM - 9:30 AM	MINISTER: Weekly Touch Base --
9:45 AM - 10:00 AM	Jill/Sunny/Bobbi/Trish re: Facilities Management Contract
10:00 AM - 12:00 PM	Minister Roundtable (Mtg series ends Dec 17/18) --
12:30 PM - 1:00 PM	Jill/Susan/Roman: Prebrief for Scott MacDonald Mtg re: SIF and Wonderlab
1:00 PM - 1:30 PM	eApprovals/ FOI Sign-offs, etc.
1:30 PM - 2:30 PM	QP (Bev)
2:30 PM - 6:30 PM	Estimates

May 8, 2018

Tuesday

All Day	House Sitting (May 7 - 17)
8:30 AM - 9:00 AM	8:30-9:00am - Daily Communications Meeting --
9:00 AM - 9:30 AM	NCC PEB Pre-Briefing

May 8, 2018 Continued**Tuesday**

9:30 AM - 10:00 AM	Jill Kot/Carey Drader, IBM
10:00 AM - 11:00 AM	QP (Ian)
10:00 AM - 10:30 AM	Jill/CJ/Corinne re: Pre-brief for Copperleaf Mtg (May 11)
10:30 AM - 11:00 AM	Jill/Marion/Corey - Disaster Jeopardy Prep
11:00 AM - 12:00 PM	CONFIRMED - Disaster Jeopardy during Emergency Preparedness Week
12:15 PM - 12:30 PM	Jill/Tom Bagley re: Tour of refresh devices
12:30 PM - 1:00 PM	Lunch
1:30 PM - 3:00 PM	NRPP Project Board Meeting
3:30 PM - 4:00 PM	Jill/JC: touch base --
4:00 PM - 4:30 PM	Jill/Susan/Howard re: Update on Connected Coast Project
4:30 PM - 4:40 PM	Phone Call: Jill/Janet Redies re: Updates
6:00 PM - 6:30 PM	MINISTER: Follow-up from Estimates Session re: Media Response

May 9, 2018**Wednesday**

All Day	FYI - Ambulance Paramedics and Emergency Dispatchers of BC's Advocay Day
All Day	House Sitting (May 7 - 17)
8:30 AM - 9:00 AM	8:30-9:00am - Daily Communications Meeting --
9:00 AM - 9:30 AM	Bi-weekly: Jill/Bobbi (Mtg series ends Dec 19/18) --
9:30 AM - 10:30 AM	Jill/Bobbi/Kerry re: DMCPSC Pre-brief --
10:30 AM - 11:00 AM	Jill/JC: touch base --
11:00 AM - 11:30 AM	Weekly FOI Calls (Mtg Series ends Dec 19/2018) --

May 9, 2018 Continued

Wednesday

11:40 AM - 12:10 PM	11:40 Meeting - Wonderlab/SIF (Scott/Jill/Sally/Eleanor/Susan)
12:10 PM - 12:40 PM	Lunch
12:45 PM - 1:45 PM	Jill/JC/Jennifer: touch base --
1:30 PM - 2:30 PM	QP (Stu)
2:30 PM - 3:00 PM	Jill/David C - Bi-weekly 1:1's (Mtg series ends Dec 26/2018) --
3:00 PM - 3:30 PM	Bi-weekly: Jill & Sunny --
3:30 PM - 4:30 PM	Jill/Dean re: Weekly Touch Base
5:00 PM - 5:15 PM	CALL: Mark Sieben, Jill Kot, Doug Scott & David Curtis

May 10, 2018

Thursday

All Day	House Sitting (May 7 - 17)
8:15 AM - 9:15 AM	MINISTER: Ministry Program briefing w/MLA Adam Olsen, Green Opposition Critix
10:00 AM - 11:00 AM	MEET: IMIT Organizational Assessment
10:00 AM - 11:00 AM	QP (Susan)
11:00 AM - 12:00 PM	MEET: IMIT Organizational Assessment
12:00 PM - 1:00 PM	Lunch / eApprovals / FOI Sign-off
1:00 PM - 1:30 PM	Review roundtable material
2:00 PM - 3:00 PM	Corrections Capital - Project Executive Board --
3:30 PM - 4:00 PM	Bi-weekly: Jill & Ian
4:00 PM - 4:30 PM	Jill & Bev Touch Base

May 10, 2018 Continued

Thursday

4:45 PM - 5:30 PM

MO Staff: Shannon/Jill/Sunny re: RPD Property Sales Program Meeting

May 11, 2018

Friday

All Day

****CANCELLED**** DMC --

All Day

House Sitting (May 7 - 17)

8:30 AM - 12:00 PM

Building Bridges Through Understanding the Village

12:30 PM - 12:50 PM

Lunch

12:40 PM - 12:50 PM

Prep for 1pm mtg

1:00 PM - 2:00 PM

Jill/Suzanne/Bobbi/Tracee re: Review Approach on deck

2:00 PM - 3:00 PM

Jill/Bobbi/Kerry/Erik re: Review: BC Bid

3:00 PM - 4:00 PM

Jill Kot/CJ Ritchie & Judi Hess of Copperleaf

4:00 PM - 4:45 PM

Jill/Sunny re: Pre-brief for DMCPSI Item (Future of Office Space)

4:45 PM - 4:55 PM

Quick Update

May 14, 2018

Monday

All Day

House Sitting (May 7 - 17)

8:30 AM - 9:00 AM

8:30-9:00am - Daily Communications Meeting --

9:00 AM - 9:30 AM

MINISTER: Weekly Touch Base --

9:30 AM - 10:00 AM

Jill/David re: Review May 18 DMC Meeting Material

10:00 AM - 12:00 PM

Minister Roundtable (Mtg series ends Dec 17/18) --

12:15 PM - 1:00 PM

Lunch

1:00 PM - 1:30 PM

Jill/Chris re: Weekly Touch Base

May 14, 2018 Continued

Monday

1:30 PM - 2:30 PM	QP (Dan Ehle for Ian Donaldson)
2:30 PM - 4:00 PM	Citizens' Services Executive Committee Meeting
4:00 PM - 4:45 PM	Travel
4:55 PM - 5:30 PM	Flight
6:00 PM - 6:20 PM	Check-in at Hotel
6:30 PM - 8:00 PM	#BCTECH Summit Welcome Reception
8:00 PM - 8:30 PM	Hon. Bruce Ralston, Minister, JTT will provide remarks

May 15, 2018

Tuesday

All Day	House Sitting (May 7 - 17)
7:30 AM - 8:30 AM	CALL: IMIT Organizational Assessment Cont'd. (*CHANGING TIME TO 7:30 am)
8:30 AM - 5:00 PM	BC Tech Summit (May 15-16) --
9:00 AM - 9:30 AM	Coffee: Jill/Bruce Forde
10:00 AM - 11:00 AM	QP (Dan Ehle for Ian Donaldson)
12:00 PM - 12:30 PM	Conference Call: Jill/Ken McLean, Erin Slayen/Gina Griffith re: Complaint
12:30 PM - 1:00 PM	Review Materials
1:00 PM - 3:00 PM	Jill/Bobbi/Kerry/Tracee re: P&A Planning
3:00 PM - 3:30 PM	Jill/Susan re: Prebrief for DMCEM
3:30 PM - 4:00 PM	Connect with Kiersten Enemark
5:00 PM - 5:30 PM	Meeting with Evan Lloyd/Jill Kot re: GDX Organizational review
6:30 PM - 9:30 PM	FW: BC Tech Summit- CGI Networking

May 15, 2018 Continued

Tuesday

6:30 PM - 8:30 PM

Private Appointment

May 16, 2018

Wednesday

All Day

House Sitting (May 7 - 17)

8:30 AM - 5:30 PM

BC Tech Summit (May 15-16) --

1:30 PM - 2:30 PM

QP (Joel Fairbairn)

1:30 PM - 2:00 PM

Jill/JC: touch base --

3:00 PM - 3:30 PM

BCServices Card discussion

4:00 PM - 4:30 PM

Phone call: Jill/CJ

5:45 PM - 6:20 PM

Flight

May 17, 2018

Thursday

All Day

House Sitting (May 7 - 17)

Personal Information

7:00 AM - 8:00 AM

8:15 AM - 8:25 AM

FW: Pre-Brief

8:30 AM - 9:00 AM

MINISTER: Meeting with Privacy Commissioner Michael McEvoy

10:00 AM - 11:30 AM

DMC - Emergency Management

10:00 AM - 11:00 AM

QP (David Curtis)

12:00 PM - 1:00 PM

Lunch and Eapprovals

1:00 PM - 1:30 PM

Phone Call: Jill/Corrie Barclay

1:30 PM - 3:00 PM

Do Not Book

May 17, 2018 Continued

Thursday

3:00 PM - 4:00 PM Jill/Bev/Ron re: FPT Material

4:30 PM - 6:30 PM BCSC Thank You

6:30 PM - 7:00 PM Lori Halls

May 18, 2018

Friday

9:00 AM - 9:45 AM 9:00 AM DM CSSP

9:45 AM - 10:30 AM eApprovals/FOI Sign-off/office time

10:30 AM - 11:00 AM Jill/Paul re: Touch Base

11:00 AM - 11:45 AM Jill/JC/Jennifer: touch base --

11:45 AM - 12:00 PM Jill/Kerry re: Update

12:00 PM - 12:45 PM Lunch and Eapprovals

1:00 PM - 2:30 PM DMC --

3:00 PM - 3:45 PM Jill/Sunny re: Follow-up: DMCPST Future of Office Space

4:00 PM - 7:00 PM Private Appointment

May 21, 2018

Monday

All Day CJ - a/DM

All Day House Not Sitting (May 21-24)

All Day Victoria Day

5:00 AM - 6:00 AM Travel to Airport and Check-in

6:00 AM - 8:21 AM Flight

May 21, 2018 Continued

Monday

9:20 AM - 3:12 PM	Flight
3:30 PM - 4:30 PM	Travel
5:00 PM - 5:30 PM	Check-in @ Hotel

May 22, 2018

Tuesday

All Day	CJ - a/DM
All Day	House Not Sitting (May 21-24)
4:00 AM - 2:00 PM	BC Gov - Greenhouse Day
4:00 PM - 4:30 PM	Central Agency Risk Committee kick-off meeting

May 23, 2018

Wednesday

All Day	CJ - a/DM
All Day	House Not Sitting (May 21-24)
10:00 AM - 12:00 AM	FPT DMs' Table on Service Delivery Collaboration – May 23 and 24, 2018
5:15 AM - 6:15 AM	Breakfast
11:00 AM - 11:30 AM	Weekly FOI Calls (Mtg Series ends Dec 19/2018) --
12:00 PM - 1:00 PM	Lunch and Eapprovals
1:30 PM - 4:30 PM	1:30 to 4:30 pm EST - DM's Table on Service Delivery - Informal Meeting
5:30 PM - 9:00 PM	5:30 pm to 9:00 pm EST - Reception

May 24, 2018

Thursday

12:00 AM - 2:00 PM	FPT DMs' Table on Service Delivery Collaboration – May 23 and 24, 2018 Please See Above
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May 24, 2018 Continued

Thursday

All Day	CJ - a/DM
All Day	House Not Sitting (May 21-24)
8:00 AM - 9:00 AM	8:00 to 9:00 am EST - Breakfast
9:00 AM - 5:00 PM	9:00 to 5:00 pm EST - DM's Table on Service Delivery

May 25, 2018

Friday

All Day	**Cancelled** DMC --
All Day	CJ - a/DM
8:00 AM - 5:00 PM	Out of Office
9:00 AM - 10:00 AM	Work on Sparking Notes for UniverCITZy Opening
1:00 PM - 2:30 PM	1:00 PM Integrated Data DM Board Mtg

May 27, 2018

Sunday

8:00 AM - 10:19 AM	Flight
11:35 AM - 12:05 PM	Flight

May 28, 2018

Monday

12:00 AM - 12:00 AM	UniverCITZy
All Day	House Sitting (May 28-31)
8:45 AM - 9:30 AM	MINISTER: FOI Plan
9:30 AM - 10:15 AM	MINISTER: Jill/Bobbi/Tracee re: Prep for Presentation Deck
10:15 AM - 11:30 AM	Minister Roundtable (Mtg series ends Dec 17/18) --

May 28, 2018 Continued**Monday**

11:30 AM - 12:00 PM	MINISTER: Weekly Touch Base --
12:15 PM - 1:00 PM	Lunch and Approvals
1:00 PM - 2:00 PM	Lori H, Lori W, Jill K, Ruben and Angela RE: Corporate Ethics Management
1:30 PM - 2:30 PM	QP
2:30 PM - 4:00 PM	Citizens' Services Executive Committee meetings (Mtg Series end Dec 17/18) --
4:00 PM - 4:45 PM	Jill/CJ: Bi-weekly Meeting

May 29, 2018**Tuesday**

All Day	UniverCITy	Please See Above
All Day	House Sitting (May 28-31)	
8:30 AM - 9:00 AM	UniverCITy: Registration & Morning Coffee	
9:00 AM - 9:20 AM	MUST ATTEND: UniverCITy: Welcome Remarks: CITZ Leaders of Change (Jill Kot)	
9:20 AM - 10:30 AM	UniverCITy: Keynote: Shifting Gears	
10:00 AM - 11:00 AM	QP	
10:30 AM - 11:00 AM	UniverCITy: Break	
11:00 AM - 12:00 PM	MUST ATTEND: UniverCITy: The Parables of Leadership	
12:00 PM - 1:30 PM	UniverCITy Lunch	
1:30 PM - 3:30 PM	UniverCITy: Women in Leadership	
3:30 PM - 4:30 PM	MUST ATTEND: UniverCITy: Executive mentorship Circles: Careers	
5:15 PM - 5:45 PM	MINISTER: Pre-brief for Meeting with Commissioner McEvoy on May 30	

May 30, 2018
Wednesday

All Day	UniverCITZy Please See Above
All Day	House Sitting (May 28-31)
8:00 AM - 8:30 AM	MINISTER: Minister Sims/Minister Ralston/Derek Harder, SMA (Ministry of Attorney General)/Jill/David re: FOI Roll-out
8:30 AM - 9:00 AM	MINISTER: Mtg with Privacy Commissioner McEvoy
9:30 AM - 11:00 AM	eApprovals/FOI Sign-off
11:00 AM - 11:30 AM	Weekly FOI Calls (Mtg Series ends Dec 19/2018) --
11:30 AM - 12:00 PM	MINISTER: Minister Sims/Don Wright/Jill Kot & Susan Stanford re: Connectivity Roll-out
12:30 PM - 1:30 PM	Lunch
1:30 PM - 2:30 PM	QP
3:30 PM - 4:15 PM	MUST ATTEND: UniverCITZy Mentorship Circle: Innovative Partnerships

May 31, 2018
Thursday

12:00 AM - 12:00 AM	UniverCITZy Please See Above
All Day	House Sitting (May 28-31)
8:30 AM - 9:00 AM	UniverCITZy: Registration and morning coffee
9:00 AM - 9:30 AM	UniverCITZy: Indigenous Relations/Reconciliation/UNDRIP
9:30 AM - 11:00 AM	UniverCITZy: Building a Kinder Culture
10:00 AM - 11:00 AM	QP
11:15 AM - 11:45 AM	MINISTER: Robb Gibbs
12:30 PM - 1:30 PM	Lunch & eApprovals

May 31, 2018 Continued

Thursday

1:30 PM - 2:00 PM	Jill/Raj Easwaran re: Introduction
2:00 PM - 2:30 PM	Jill/JC: touch base --
3:00 PM - 4:00 PM	MINISTER: FOI Training
4:15 PM - 5:15 PM	DM Mtg: Information Incident 2018-0157
5:15 PM - 5:30 PM	Conference Travel Costs