

June 1, 2018

Friday

8:30 AM - 10:00 AM	DMC --
10:30 AM - 12:30 PM	DMIF Meeting
1:00 PM - 1:30 PM	Discussion of next steps
1:30 PM - 2:00 PM	Fazil/Jill for Bobbi/Tracee re: DMCPSC Material for P&A
2:00 PM - 2:30 PM	Jill/JC: touch base --
2:30 PM - 3:00 PM	Jill/JC/Jennifer: touch base --
3:00 PM - 3:45 PM	Travel
3:50 PM - 4:25 PM	Flight
4:45 PM - 5:15 PM	Check-in @ Hotel
6:00 PM - 7:00 PM	BC Tech Association Reception
7:00 PM - 9:30 PM	BC Tech Association Dinner & Awards Gala

June 2, 2018

Saturday

7:00 AM - 8:00 AM	Travel
8:00 AM - 8:35 AM	Flight

June 4, 2018

Monday

8:30 AM - 9:00 AM	Bi-weekly: Jill & Ian
9:00 AM - 9:30 AM	Jill/JC: touch base --

June 4, 2018 Continued**Monday**

9:30 AM - 10:00 AM	Jill/Kevena re: Touch Base
10:00 AM - 10:30 AM	Office Time
10:30 AM - 11:00 AM	Jill/Randy McDonald re: Touch Base
11:00 AM - 12:00 PM	eApprovals/FOI Sign-off
12:30 PM - 1:30 PM	Lori/Jill/Sunny/Rueben re: Future of Office Space
2:00 PM - 2:30 PM	Lunch
2:30 PM - 4:30 PM	Citizens' Services Executive Committee meetings (Mtg Series end Dec 17/18) --
4:30 PM - 5:00 PM	Pre-brief for Jill re: FPT DM's of Public Works Committee (June 6 Mtg)

June 5, 2018**Tuesday**

9:00 AM - 9:30 AM	Jill/Chris: Weekly Touch Base (Mtg series ends Dec 20/2018) --
9:30 AM - 10:15 AM	Bi-weekly: Jill & Sunny (Mtg Series ends Dec 21/18) --
10:30 AM - 11:30 AM	Private Appointment
12:00 PM - 1:00 PM	Lunch and Eapprovals
1:00 PM - 1:30 PM	Bi-weekly: Jill/Bobbi (Mtg series ends Dec 19/18) --
1:30 PM - 2:00 PM	Jill Kot/Heather Wood
2:00 PM - 2:30 PM	eApprovals/FOI Sign-off
2:30 PM - 3:00 PM	Jill/James re: Debrief
3:00 PM - 4:00 PM	DO NOT BOOK
4:00 PM - 4:30 PM	Jill/David C - Bi-weekly 1:1's (Mtg series ends Dec 26/2018) --
4:30 PM - 5:00 PM	Jill/Sunny re: PowerPoint

June 6, 2018

Wednesday

8:30 AM - 11:30 AM	Ministerial FOI Training
8:30 AM - 9:30 AM	Teleconference of the Federal, Provincial, Territorial Deputy Heads of Public Works Committee
11:00 AM - 11:30 AM	Weekly FOI Calls (Mtg Series ends Dec 19/2018) --
12:00 PM - 1:00 PM	Lunch with Jill/Carl Fischer
1:30 PM - 2:00 PM	Jill/JC: touch base --
2:00 PM - 3:00 PM	Jill/CJ/Rumon & Paul Stokes re: Next Wave Innovation
3:00 PM - 3:30 PM	eApprovals/FOI Sign-off
3:30 PM - 4:00 PM	Jill/Dean re: Review Annual Service Plan
4:00 PM - 5:00 PM	Susan: touch base & EGC Pre-brief --
5:00 PM - 5:30 PM	Phone Call: Jill Kot/Tim Draper

June 7, 2018

Thursday

8:30 AM - 9:30 AM	eApprovals/FOI Sign-off
9:30 AM - 10:00 AM	Phone Call: Jill & Tiffany Ma
10:30 AM - 12:30 PM	DMCPSI
1:00 PM - 1:30 PM	Lunch and Eapprovals
1:30 PM - 2:00 PM	Update
2:00 PM - 3:30 PM	EGC & SIF Discussion

June 8, 2018

Friday

8:30 AM - 9:00 AM	Bev: touch base --
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June 8, 2018 Continued**Friday**

9:00 AM - 9:30 AM	Jill/JC: touch base --
9:30 AM - 10:30 AM	Jill/JC/Jennifer: touch base --
10:30 AM - 11:30 AM	eApprovals/FOI Sign-off/etc.
11:30 AM - 12:00 PM	Phone Call: Jill/Sandy re: RBCM
12:00 PM - 1:00 PM	Bi-weekly: Jill & Dean (Mtg series ends Dec 21/18) --
1:00 PM - 2:00 PM	Quarterly update meetings: OAG & CITZ --
2:00 PM - 3:30 PM	Do Not Book - eApprovals for review/approval
3:30 PM - 4:30 PM	Jill/David & Chris re: P & A Speaking Notes
4:30 PM - 5:00 PM	Do Not Book

June 11, 2018**Monday**

8:30 AM - 9:00 AM	8:30-9:00am - Daily Communications Meeting --
9:00 AM - 9:30 AM	Jill/Sunny/Rebecca re: Review FMU Client Forum
9:30 AM - 10:00 AM	Bi-weekly: Jill & Sunny (Mtg Series ends Dec 21/18) --
10:00 AM - 10:30 AM	Jill/Bobbi/Kerry/Erik re: Pre-brief - BC Bid
10:30 AM - 11:00 AM	Office Time
11:00 AM - 11:30 AM	Jill/CJ/Corinne/Yongmei re: IM/IT CIB Pre-brief
11:30 AM - 12:00 PM	Office Time
12:00 PM - 1:00 PM	Lunch and Eapprovals
1:00 PM - 1:30 PM	Jill/JC: touch base --
1:30 PM - 2:00 PM	NCC PEB Pre-brief Meeting

June 11, 2018 Continued**Monday**

2:00 PM - 2:30 PM Jill/CJ: Bi-weekly meeting (Mtg series ends Dec 31/2018) --

2:30 PM - 4:30 PM Citizens' Services Executive Committee meetings (Mtg Series end Dec 17/18) --

June 12, 2018**Tuesday**

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

9:00 AM - 9:45 AM MINISTER: Roundtable - Part 1

10:15 AM - 10:30 AM Meeting with Elizabeth M

11:00 AM - 11:15 AM PSW Presentation

11:30 AM - 12:00 PM Public Service Oath

12:00 PM - 1:30 PM CITZ Public Service Week BBQ Downtown

2:15 PM - 2:45 PM CONFIRMED - MINISTER: Minister James/Minister Sims re: FOI Rollout Briefing

4:30 PM - 5:15 PM Jill/Heather/Susan/Howard/Jonathan/Alex re: Connectivity

June 13, 2018**Wednesday**

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

9:00 AM - 12:00 PM Ethics Advisor Training

11:00 AM - 11:30 AM Weekly FOI Calls (Mtg Series ends Dec 19/2018) --

12:00 PM - 1:30 PM FYI - Public Service Week BBQ Uptown

1:00 PM - 2:00 PM MINISTER: Meeting with MST Nations / Minister Sims / Deputy Premier James

2:00 PM - 3:00 PM MINISTER: Prep for P&A

3:15 PM - 3:30 PM Conference Call: Jill/Bobbi/Kevin (for Shannon) re: Procurement Overview

4:00 PM - 5:00 PM Jill/Bobbi/Kerry re: DMCPSC Pre-brief (Mtg June 19)

June 14, 2018

Thursday

7:00 AM - 8:00 AM

Personal Information

8:45 AM - 9:15 AM

MINISTER: Message for Procurement Strategy

9:30 AM - 10:00 AM

Jill/CJ/Bev/Peter/John re: Digital Identity

10:15 AM - 10:45 AM

Jill/Chris: Weekly Touch Base (Mtg series ends Dec 20/2018) --

10:45 AM - 11:30 AM

eApprovals/FOI Sign-off

11:30 AM - 12:00 PM

Lunch

12:15 PM - 1:15 PM

MINISTER: Roundtable (Part 2)

1:30 PM - 5:30 PM

Priorities and Accountabilities Committee Meeting

June 15, 2018

Friday

8:30 AM - 10:00 AM

DMC --

10:30 AM - 11:00 AM

Jill/JC: touch base --

11:00 AM - 12:00 PM

Jill/JC/Jennifer: touch base --

12:00 PM - 12:30 PM

Conference Call: DMAF

12:30 PM - 1:00 PM

Jill/Bev/Sophia re: Pre-brief for Joint DM Meeting

Legal Information

1:30 PM - 3:00 PM

DMCPSI

3:00 PM - 4:30 PM

NRPP Project Board Meeting --

June 18, 2018

Monday

8:30 AM - 9:00 AM

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

June 18, 2018 Continued

Monday

9:00 AM - 9:30 AM	Jill/JC: touch base --
9:30 AM - 10:15 AM	Jill/David C - Bi-weekly 1:1's (Mtg series ends Dec 26/2018) --
10:30 AM - 11:00 AM	Susan: touch base --
11:00 AM - 12:00 PM	eApproval/FOI sign-off/ etc.
12:30 PM - 1:00 PM	MO Staff Meeting: Shannon/Jill/David & Green Caucus
1:30 PM - 2:00 PM	Lunch and Eapprovals --
2:00 PM - 2:10 PM	Jill/Sunny/Robin & Yvonne re: MST Debrief
2:10 PM - 2:45 PM	Bi-weekly: Jill & Sunny (Mtg Series ends Dec 21/18) --
2:45 PM - 4:30 PM	Citizens' Services Executive Committee meetings (Mtg Series end Dec 17/18) --
4:30 PM - 5:00 PM	Bi-weekly: Jill & Ian

June 19, 2018

Tuesday

8:30 AM - 9:00 AM	8:30-9:00am - Daily Communications Meeting --
9:00 AM - 10:00 AM	Personal Information
10:00 AM - 11:00 AM	eApproval/FOI sign-off/etc.
11:00 AM - 11:30 AM	Jill/JC: touch base --
11:30 AM - 12:00 PM	Phone Call: Jill and Wayne Powell
12:00 PM - 12:30 PM	Lunch and Eapprovals
12:30 PM - 1:00 PM	RBCM Project Board Call discussion
1:00 PM - 1:30 PM	Do Not Book
1:30 PM - 2:30 PM	DMCPSC

June 19, 2018 Continued**Tuesday**

2:15 PM - 2:30 PM Jill/Kerry re: eApproval Material

3:00 PM - 3:45 PM eApproval/FOI Sign-off

June 20, 2018**Wednesday**

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

9:00 AM - 9:30 AM Jill/JC re: Touch Base

9:45 AM - 10:45 AM Travel

10:50 AM - 11:23 AM Flight

11:00 AM - 11:30 AM Weekly FOI Calls (Mtg Series ends Dec 19/2018) --

11:30 AM - 12:30 PM Lunch

12:50 PM - 1:45 PM Flight

2:00 PM - 2:30 PM Pick up Car

2:30 PM - 3:00 PM Check-in @ Hotel

3:15 PM - 4:15 PM SBC Office

June 21, 2018**Thursday**

8:30 AM - 10:00 AM Tour

10:30 AM - 11:00 AM EMBC

11:20 AM - 12:00 PM Columbia Precinct

12:00 PM - 1:15 PM LUNCH

1:30 PM - 2:00 PM WSI Ops Centre

June 21, 2018 Continued
Thursday

2:00 PM - 3:15 PM	Do Not Book
3:45 PM - 5:15 PM	Innovation Tour
5:30 PM - 6:15 PM	Hotel

June 22, 2018
Friday

6:30 AM - 7:26 AM	Flight
8:15 AM - 8:45 AM	Flight
9:00 AM - 10:00 AM	Travel
10:00 AM - 10:30 AM	Jill/JC: touch base --
10:30 AM - 11:30 AM	Jill/JC/Jennifer: touch base --
11:30 AM - 12:00 PM	Jill/Chris: Weekly Touch Base (Mtg series ends Dec 20/2018) --
12:00 PM - 1:00 PM	Lunch
1:00 PM - 2:00 PM	eApprovals/FOI Sign-off
2:00 PM - 3:00 PM	Office Time
3:00 PM - 4:00 PM	Bi-weekly: Jill & Dean (Mtg series ends Dec 21/18) --
4:00 PM - 4:30 PM	4:00 PM Phone call Fazil/Lori H/Jill

June 25, 2018
Monday

8:30 AM - 9:00 AM	8:30-9:00am - Daily Communications Meeting --
9:00 AM - 12:00 PM	Corporate Executive Meeting
12:30 PM - 1:00 PM	Travel
1:00 PM - 2:00 PM	MINISTER TOUR: Cable Innovator Ship

June 25, 2018 Continued**Monday**

2:00 PM - 2:30 PM	Travel
2:30 PM - 3:15 PM	MINISTER: P&A Prep
3:30 PM - 5:00 PM	Minister Roundtable - All ADM's to attend this meeting --
5:00 PM - 5:45 PM	MINISTER: BC Bid

June 26, 2018**Tuesday**

All Day	OCIO Open House for Strategy for Digital Government
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 June 26th Meeting
10:30 AM - 11:00 AM	Jill/Bobbi/Tan re: Workstations
11:00 AM - 11:30 AM	Jill/Susan re: JEGC Pre-brief (Mtg June 29)
11:45 AM - 1:00 PM	Lunch: Jill & Kerry
1:30 PM - 2:00 PM	Jill/Denise Rossander - Touch Base
2:00 PM - 2:45 PM	eApprovals/FOI Sign-off
3:00 PM - 4:30 PM	DMCSI (Deputy Ministers' Committee on Social Initiatives) --

June 27, 2018**Wednesday**

8:30 AM - 9:30 AM	Joint DM Meeting--Legal Information
10:00 AM - 10:30 AM	Jill/JC: touch base --
10:30 AM - 11:00 AM	eApprovals/FOI Sign-off
11:00 AM - 11:30 AM	Weekly FOI Calls (Mtg Series ends Dec 19/2018) --

June 27, 2018 Continued

Wednesday

12:00 PM - 1:00 PM	Multiculturalism Day Potluck
1:00 PM - 1:30 PM	Jill/Marceline re: Diversity
2:00 PM - 2:30 PM	Private Appointment
2:30 PM - 3:00 PM	Jill/CJ: Bi-weekly meeting (Mtg series ends Dec 31/2018) --
3:00 PM - 4:30 PM	Citizens' Services Executive Committee meetings (Mtg Series end Dec 17/18) --

June 28, 2018

Thursday

7:00 AM - 8:00 AM	Personal Information
8:30 AM - 9:00 AM	8:35 to 8:55 AM - RPD FMU Event - Jill providing opening remarks
9:00 AM - 9:30 AM	Jill/Dean/Tim & Brad re: Strategic Reinvestment Review
9:30 AM - 10:00 AM	Jill/Dean/Ronda re: CITZ PECSF Campaign
10:30 AM - 12:00 PM	eApprovals/FOI sign-off, etc.
12:00 PM - 1:00 PM	Lunch
1:00 PM - 2:00 PM	Do Not Book
2:00 PM - 2:30 PM	Jill/Chris: Weekly Touch Base (Mtg series ends Dec 20/2018) --
2:30 PM - 3:00 PM	Bi-weekly: Jill & Sunny (Mtg Series ends Dec 21/18) --
3:15 PM - 4:30 PM	RBCM: Discuss Options / Tour (meet Brian Jonker at Security Desk)

June 29, 2018

Friday

8:30 AM - 10:00 AM	DMC - Security Concern
10:00 AM - 10:30 AM	Connect: Jill and Grant (after DMC)
10:30 AM - 11:00 AM	Jill/JC: touch base --
11:00 AM - 11:30 AM	Jill/JC/Jennifer: touch base --
11:30 AM - 12:00 PM	Bev: touch base --
12:00 PM - 1:30 PM	JEGC (Rescheduled from April 26)- Lunch to be provided
2:00 PM - 2:30 PM	Jill/Don/David re: Visit to IAO
3:00 PM - 3:15 PM	Phone Call: Jill/CJ
3:30 PM - 5:00 PM	Do Not Book