

August 1, 2018

8:00 AM - 5:00 PM

Out of Office

1:30 PM - 2:00 PM

Phone Call: Jill/Denise re: Check-in

August 2, 2018

8:30 AM - 5:00 PM

Out of Office

August 3, 2018

7:00 AM - 7:35 AM

Flight

8:15 AM - 8:25 AM

PHONE CALL: Mark Sieben and Jill Kot

8:30 AM - 9:00 AM

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

9:00 AM - 10:30 AM

9:00 AM MTG Fazil/Jill K/Christine L/Hayden/Chief Statistician of Canada - Anil Arora

11:20 AM - 11:55 AM

Flight

12:30 PM - 1:00 PM

Lunch and Eapprovals

1:00 PM - 1:30 PM

Jill/Marceline re: Diversity Follow-up

1:30 PM - 2:00 PM

Bi-weekly: Jill & Dean (Mtg series ends Dec 21/18) --

2:00 PM - 2:30 PM

Jill/Howard/Colleen re: UBCM Workshop Format

2:45 PM - 3:30 PM

Jill/Tracee re: Strategic Contracts - Governance and Risk Based Approach

4:00 PM - 6:00 PM

Appointment

August 6, 2018

8:00 AM - 5:00 PM

BC Day Stat

August 7, 2018

8:30 AM - 9:00 AM	8:30-9:00am - Daily Communications Meeting --
9:30 AM - 10:00 AM	NCC PEB Pre-Briefing
10:30 AM - 11:00 AM	Jill/Chris: Weekly Touch Base (Mtg series ends Dec 20/2018) --
11:00 AM - 12:00 PM	Jill/Jennifer: touch base --
12:00 PM - 1:00 PM	Lunch and Eapprovals
1:30 PM - 2:30 PM	Bi-weekly: Jill & Ian (Mtg series ends Dec 27/18) --
2:30 PM - 3:00 PM	Jill/Ian/Jeanette Van Den Bulk for Hayden re: MOU for IDD
3:00 PM - 3:30 PM	Jill/David/Raj re: Project Update
3:30 PM - 4:00 PM	Jill/Sharlane re: Executive Development Plans

August 8, 2018

8:30 AM - 9:00 AM	8:30-9:00am - Daily Communications Meeting --
9:00 AM - 9:30 AM	Jill/Denise: touch base --
9:30 AM - 10:30 AM	eApproval/FOI sign-off
10:30 AM - 11:00 AM	Jill/Anne re: We are CITZ "Video"
11:00 AM - 11:30 AM	Weekly FOI Calls (Mtg Series ends Dec 19/2018) --
12:15 PM - 1:30 PM	Lunch with Sucha --
2:30 PM - 2:45 PM	Jill/Bev re: Update on Cannabis Program & SBC Involvement

August 8, 2018 Continued

2:45 PM - 3:15 PM Jill/Dean re: Executive Development

3:15 PM - 3:45 PM Jill/Dean/Marion/Regan re: CITZ Plan

August 9, 2018

8:15 AM - 8:30 AM Bev to pick you up at 8:15 am

9:00 AM - 10:00 AM Travel

10:00 AM - 10:30 AM Arrive at Office

10:30 AM - 12:00 PM Office Visit

12:00 PM - 1:00 PM Lunch with SBC

1:00 PM - 4:00 PM Travel

4:15 PM - 5:15 PM Corrections Capital - Project Executive Board --

6:30 PM - 7:15 PM MDEC (Fire 1)

August 10, 2018

8:30 AM - 10:00 AM DMC --

10:30 AM - 11:00 AM Jill/Denise: touch base --

11:00 AM - 12:00 PM Jill/Kerry re: Connect

12:00 PM - 12:15 PM 12:00 Phone Call Fazil/Jill

12:15 PM - 1:00 PM Lunch

August 10, 2018 Continued

1:30 PM - 2:30 PM

MEETING: Don W, Lori W, Lori H, Grant M, Richard F, Jill K and David Curtis

2:30 PM - 3:00 PM

Jill/Lori/Sunny/Doug/Greg & Trish re: Metro Van Properties

3:00 PM - 5:00 PM

Out of Office

August 11, 2018

8:30 AM - 10:30 AM

Personal Information

August 13, 2018

8:30 AM - 9:00 AM

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

9:00 AM - 9:30 AM

Jill/Denise: touch base --

10:30 AM - 11:00 AM

Bev: touch base --

11:30 AM - 12:00 PM

Jill/Karla Maria re: Introduction

12:00 PM - 1:00 PM

Lunch and Eapprovals

1:30 PM - 2:00 PM

MO Staff Meeting: Conference Call with Shannon/Jill/David re: FOI

2:30 PM - 4:30 PM

Citizens' Services Executive Committee meetings (Mtg Series end Dec 17/18) --

August 14, 2018

8:30 AM - 9:00 AM

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

9:00 AM - 9:30 AM

Jill/Stu

9:30 AM - 11:30 AM

eApprovals/FOI sign-off/etc.

August 14, 2018 Continued

12:00 PM - 1:00 PM	Lunch and Eapprovals
1:00 PM - 2:00 PM	Jill/Sharlane re: ADM Development Plans
2:30 PM - 3:00 PM	Jill/Marion - touch base
3:30 PM - 4:00 PM	Phone Call: Jill/David re: FOI

August 15, 2018

8:30 AM - 9:00 AM	8:30-9:00am - Daily Communications Meeting --
9:00 AM - 9:30 AM	Jill/Carey & Carolyn of IBM
9:30 AM - 10:00 AM	Jill/David/Jacque & Jon Burbee re: RDF/RHI
10:00 AM - 10:30 AM	Jill Kot/Susan Stanford/Johnny Strifaeff, CEO, Columbia Basin Trust
10:30 AM - 11:00 AM	Susan: touch base --
11:00 AM - 12:00 PM	eApprovals/FOI sign-off/etc
12:00 PM - 1:00 PM	Lunch and Eapprovals
1:00 PM - 1:30 PM	Jill/Denise touch base --
1:30 PM - 2:00 PM	Jill/David C - Bi-weekly 1:1's (Mtg series ends Dec 26/2018) --
2:00 PM - 3:00 PM	Office Time
3:00 PM - 3:30 PM	Weekly FOI Calls (Mtg Series ends Dec 19/2018) --

August 15, 2018 Continued

4:00 PM - 4:30 PM

4:00 PM Phone call Fazil/Jill K/Heather W

August 16, 2018

8:30 AM - 9:00 AM

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

9:00 AM - 9:30 AM

MO Staff Meeting: Shannon, Amanda, Jill, Dawson & Chris re: Building Codes

10:00 AM - 11:00 AM

RBCM Executive Project Board Meeting #2

11:00 AM - 11:45 AM

Travel

11:45 AM - 12:45 PM

Private --

1:00 PM - 2:00 PM

MO Staff Meeting: Pre-brief with Shannon re: FOI Projects

3:00 PM - 3:30 PM

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

3:30 PM - 4:00 PM

Pre-brief WEST

August 17, 2018

8:00 AM - 8:30 AM

NOTE: Security Concern

booked for DMO

8:30 AM - 9:00 AM

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

9:00 AM - 9:30 AM

Meeting with SFU President, Andrew Petter, VP, Joanne Curry & Jill Kot, Deputy Minister, CITZ

9:30 AM - 10:30 AM

Touch Base- Jill/Sabine/Tracee/Corrie

10:30 AM - 11:00 AM

Jill/Denise: touch base --

11:00 AM - 12:00 PM

Jill/Denise/Jen & Sarah --

12:00 PM - 12:30 PM

Travel to Security Concern

12:30 PM - 2:00 PM

Lunch for Padraig Reservation "Padraig"

August 17, 2018 Continued

2:00 PM - 2:30 PM	Travel
2:30 PM - 3:00 PM	Jill/Jody re: Follow-up discussion
3:00 PM - 4:00 PM	Jill/Ian/Kerry (for Bobbi)
4:00 PM - 4:15 PM	Phone Call: Jill/Jacquie
4:15 PM - 4:45 PM	Travel

August 20, 2018

8:00 AM - 8:30 AM	Travel
8:30 AM - 9:00 AM	8:30-9:00am - Daily Communications Meeting --
9:00 AM - 9:30 AM	Bi-weekly: Jill & Ian (Mtg series ends Dec 27/18) --
9:30 AM - 11:30 AM	eApprovals/FOI sign-off/etc.
11:30 AM - 1:00 PM	Lunch time
1:00 PM - 2:30 PM	Office Time
1:00 PM - 1:30 PM	Jill/Jody - Follow up discussion
2:00 PM - 2:30 PM	JC / Jill Touch Base
2:30 PM - 4:30 PM	Citizens' Services Executive Committee meetings (Mtg Series end Dec 17/18) --

August 21, 2018

8:30 AM - 9:00 AM	8:30-9:00am - Daily Communications Meeting --
9:00 AM - 10:30 AM	eApprovals/FOI Sign-off/etc.
10:30 AM - 11:30 AM	Office Time
11:30 AM - 12:00 PM	Travel
12:00 PM - 1:30 PM	Lunch meeting Michael McEvoy and Jill Kot
1:30 PM - 2:00 PM	Travel
2:00 PM - 2:40 PM	Office Time
2:45 PM - 3:00 PM	Travel
3:00 PM - 4:30 PM	DMCSI (Deputy Ministers' Committee on Social Initiatives) --
4:30 PM - 5:00 PM	Travel
5:30 PM - 8:00 PM	Status Update -- TBD

August 22, 2018

6:30 AM - 7:00 AM	Travel
7:00 AM - 8:00 AM	Breakfast: Jill/Lori
8:00 AM - 8:30 AM	Travel
8:30 AM - 9:00 AM	8:30-9:00am - Daily Communications Meeting --
9:30 AM - 10:00 AM	Weekly FOI Calls (Mtg Series ends Dec 19/2018) --

August 22, 2018 Continued

10:00 AM - 10:30 AM	Travel
10:30 AM - 11:00 AM	eApprovals/FOI Sign-off/etc.
11:30 AM - 12:00 PM	Jill/Shane - follow up meeting from January conversation
12:00 PM - 1:15 PM	CITZ Co-op Connect: Farewell Potluck
1:30 PM - 3:30 PM	Jill/CJ Bi-weekly
3:30 PM - 4:00 PM	Travel
4:00 PM - 4:30 PM	Jill/James re: Docs
4:30 PM - 5:30 PM	Office Time

August 23, 2018

6:30 AM - 7:00 AM	Travel
7:00 AM - 8:00 AM	Personal Information
8:00 AM - 8:30 AM	Travel
8:30 AM - 9:00 AM	8:30-9:00am - Daily Communications Meeting --
9:00 AM - 9:30 AM	Jill/JC discussion
9:30 AM - 10:30 AM	Jill/JC/Sarah touch base --
10:30 AM - 11:30 AM	Desk time

August 23, 2018 Continued

11:30 AM - 12:00 PM	Travel
12:00 PM - 1:30 PM	Lunch with Bobbi
1:30 PM - 2:00 PM	Travel
2:00 PM - 2:30 PM	eApprovals/FOI Sign-off/etc,
2:30 PM - 3:30 PM	WEST
3:30 PM - 4:00 PM	Do not book
4:00 PM - 7:00 PM	Personal Information

August 24, 2018

9:30 AM - 10:00 AM	Jill/JC - touch base
10:30 AM - 10:45 AM	Travel
11:00 AM - 11:30 AM	Resources for Critical Services Working Group
11:30 AM - 12:00 PM	Reference Check
12:00 PM - 1:00 PM	Lunch and Eapprovals
1:00 PM - 1:30 PM	eApprovals/FOI Sign-off
1:30 PM - 2:30 PM	Jill/Susan re: Review Meeting Material
2:30 PM - 3:00 PM	Eapprovals/emails/office work --
3:00 PM - 4:00 PM	Phone Call: Jill/CJ re: Handover (last minute items)

August 24, 2018 Continued

4:00 PM - 4:30 PM

eApprovals/ office time

August 25, 2018

6:00 AM - 8:21 AM

WestJet

9:25 AM - 5:13 PM

WestJet

August 27, 2018

8:00 AM - 5:00 PM

Jill - Out of Office - CJ a/DM

August 28, 2018

8:00 AM - 5:00 PM

Jill - Out of Office - CJ a/DM

August 29, 2018

8:00 AM - 5:00 PM

Jill - Out of Office - CJ a/DM

August 30, 2018

8:00 AM - 5:00 PM

Jill - Out of Office - CJ a/DM

August 31, 2018

8:00 AM - 5:00 PM

Jill - Out of Office - CJ a/DM

