

April 1, 2019

All Day	House Sitting (April 1-4)
8:30 AM - 8:45 AM	Corporate Exec Meeting Continental Breakfast
9:00 AM - 12:00 PM	CONFIRMED - Corporate Executive Meeting
12:30 PM - 1:00 PM	Lunch and Eapprovals
1:00 PM - 2:30 PM	Citizens' Services Executive Committee meetings (2019 Mtg. Series) --
1:30 PM - 2:30 PM	Question Period - Adriana Poveda (ED Service BC) covering
3:00 PM - 4:00 PM	MINISTER Roundtable (2019 Mtg. Series) --
4:00 PM - 4:30 PM	IDD Pre-Brief for Parliamentary Secretary Mable Elmore

April 2, 2019

All Day	House Sitting (April 1-4)
8:30 AM - 9:00 AM	8:30-9:00am - Daily Comms Meeting --
9:00 AM - 9:30 AM	DO NOT BOOK
9:30 AM - 11:00 AM	IM/IT CIB Meeting
10:00 AM - 11:00 AM	Question Period - Joel covering
11:15 AM - 11:30 AM	MINISTER: Internal Pre-brief for Minister Darcy Meeting on IDD

April 2, 2019 Continued

11:30 AM - 12:00 PM	MINISTER: IDD Briefing for Minister Darcy
12:30 PM - 1:00 PM	Lunch and Eapprovals
1:00 PM - 2:30 PM	DMCPSC (Mtg series ends Dec 10/19) --
3:00 PM - 5:00 PM	DMCSI (Deputy Ministers' Committee on Social Initiatives) --

April 3, 2019

All Day	House Sitting (April 1-4)
8:30 AM - 9:00 AM	8:30-9:00am - Daily Comms Meeting --
9:00 AM - 9:30 AM	Jill/CJ Bi-weekly meeting (2019 Mtg. Series) --
9:30 AM - 9:50 AM	Jill/Dean/Sunny/Corinne/CJ (optional) re: DMCC Prebrief (Mtg April 9)
9:50 AM - 10:00 AM	MEET MINISTER & SHANNON IN LOBBY
10:00 AM - 10:10 AM	MINISTER VISIT to SBC
10:10 AM - 10:20 AM	MINISTER VISIT to Procurement Services Division- Strategic Partnership Office (Geoff Haines)
10:20 AM - 10:30 AM	MINISTER VISIT to Corporate Services Division (Dean)
10:30 AM - 10:40 AM	MINISTER Visit with Real Property Division (Sunny)

April 3, 2019 Continued

10:40 AM - 10:50 AM	MINISTER VISIT to Information Communication Technologies (Susan)
10:50 AM - 11:00 AM	MINISTER VISIT to OCIO (CJ and Ian)
11:20 AM - 11:30 AM	MINISTER VISIT to Continuous Service Improvement (CSI) Lab (Rumon Carter)
11:45 AM - 12:00 PM	MINISTER VISIT to IDD (Hayden) on 1st Floor; PSD (Bobbi) on Security Concern
12:00 PM - 12:30 PM	Lunch and eApprovals
12:30 PM - 1:00 PM	Jill/JC: touch base --
1:00 PM - 1:30 PM	eApprovals
1:30 PM - 2:30 PM	Question Period - Dean covering
2:30 PM - 3:00 PM	MINISTER: Weekly Touch Base --
3:30 PM - 6:00 PM	Private Appointment

April 4, 2019

All Day	House Sitting (April 1-4)
7:00 AM - 8:00 AM	Personal Information --
8:30 AM - 9:00 AM	8:30-9:00am - Daily Comms Meeting --
9:00 AM - 9:30 AM	Skip Level Meeting - Jill & Jon Burbee
9:30 AM - 10:00 AM	Do Not Book

April 4, 2019 Continued

10:00 AM - 11:00 AM	Question Period - Joel covering
10:00 AM - 10:30 AM	Skip Level Meeting - Jill & Yvonne Deibert
11:30 AM - 11:45 AM	MINISTER: Internal Pre-brief for IDD Briefing with Minister Robinson.
12:00 PM - 1:00 PM	DM/SMA Meeting
1:00 PM - 1:30 PM	DO NOT BOOK
1:30 PM - 2:00 PM	Jill/CJ/Corinne re: Roles in DIO
2:00 PM - 2:30 PM	Jill/Kerry re: Touch Base.
2:30 PM - 3:00 PM	Jill/Joel re: Doug Caul Call on April 11th
3:15 PM - 3:45 PM	MINISTER: IDD Briefing for Minister Robinson
4:00 PM - 4:30 PM	eApprovals

April 5, 2019

All Day	**CANCELLED** DMC --
8:00 AM - 8:30 AM	Monthly Test of Satellite Phone
8:30 AM - 9:00 AM	8:30-9:00am - Daily Comms Meeting --
9:00 AM - 10:00 AM	Jill/Melody/Jennifer: touch base --

April 5, 2019 Continued

10:15 AM - 10:45 AM	Personal Information
11:00 AM - 12:00 PM	DO NOT BOOK
12:30 PM - 1:30 PM	Lunch
2:00 PM - 2:30 PM	Jill/Scott MacDonald & Joel re: FOI Legislation
2:45 PM - 3:15 PM	Skip Level Meeting - Jill & Matt Reed
3:30 PM - 4:00 PM	Skip Level Meeting - Jill & Jody Elson
4:00 PM - 5:00 PM	Eapprovals/emails/office work

April 8, 2019

All Day	House Sitting (April 8 to 11)
7:00 AM - 7:30 AM	Green Shirt Day - April 8 2019
8:30 AM - 9:15 AM	MINISTER: Service BC - Green Shirt Day for Transplant Awareness
10:00 AM - 11:00 AM	MINISTER Roundtable (2019 Mtg. Series) --
11:30 AM - 12:00 PM	Jill/JC: touch base --
12:00 PM - 12:30 PM	Lunch and Eapprovals
12:30 PM - 1:30 PM	Susan: touch base --

April 8, 2019 Continued

1:30 PM - 2:30 PM	Question Period - Howard Randell, ED from ICT
2:00 PM - 2:30 PM	Pre-brief with Jill/Lori Halls/Susan & Ivan re: DMCEM
2:30 PM - 4:30 PM	Citizens' Services Executive Committee meetings (2019 Mtg. Series) --
4:30 PM - 6:00 PM	REMINDER: BC Construction Dinner starts at 6:30 pm
6:30 PM - 9:00 PM	BC Construction Association Leadership Dinner

April 9, 2019

All Day	House Sitting (April 8 to 11)
7:30 AM - 9:00 AM	Jill/Robert re: BCCA Board of Directors CAMF Breakfast
9:30 AM - 10:30 AM	DMCC
10:00 AM - 11:00 AM	Question Period - Kerry covering
10:30 AM - 11:00 AM	HOLD for Over-run
11:15 AM - 12:00 PM	MINISTER: Jill's Weekly Touch Base (Sunny to attend) --
12:30 PM - 1:00 PM	Lunch and Eapprovals
1:00 PM - 1:30 PM	Jill/CJ re: Touch Base
1:30 PM - 2:00 PM	Jill Kot/Nicola Lemmer - Intro Meeting

April 9, 2019 Continued

2:00 PM - 2:30 PM	Skip Level Meeting - Jill & John Hammond
2:30 PM - 3:00 PM	Jill/CJ/Hayden re: Digital Strategy
3:15 PM - 3:30 PM	MINISTER: Internal Pre-brief for IDD Briefing with Minister Fleming
3:30 PM - 4:00 PM	MINISTER: IDD Briefing for Minister Fleming

April 10, 2019

All Day	House Sitting (April 8 to 11)
8:30 AM - 9:00 AM	8:30-9:00am - Daily Comms Meeting --
9:00 AM - 9:45 AM	Jill/Sunny Bi-weekly --
10:00 AM - 11:30 AM	RPD Coffee & Conversations: Town Hall
12:00 PM - 1:00 PM	LUNCH
1:00 PM - 1:30 PM	Jill/JC: touch base --
1:30 PM - 2:30 PM	Question Period - Ian covering
2:30 PM - 4:00 PM	eApprovals

April 11, 2019

All Day	House Sitting (April 8 to 11)
8:30 AM - 9:00 AM	8:30-9:00am - Daily Comms Meeting --

April 11, 2019 Continued

10:00 AM - 11:00 AM	Question Period - Dean covering
10:00 AM - 10:30 AM	Tech Summit
10:30 AM - 11:30 AM	Jill/Kerry/Joel/Melissa re: Draft RFL
11:30 AM - 12:00 PM	IM/IT CIB Pre-brief with Jill/CJ/Corinne & Yongmei
12:00 PM - 1:00 PM	LUNCH
1:00 PM - 1:30 PM	Jill/Tamara Leonard-Vail re: BCPSA Executive Panel Pre-brief
1:30 PM - 2:15 PM	Bev: touch base --
2:15 PM - 2:45 PM	Personal Information
3:00 PM - 3:30 PM	Skip Level Meeting - Jill & Gary Perkins
3:30 PM - 4:00 PM	CONFIRMED - Jill/Bev/Sophia re: DMCPST Presentation Review
4:00 PM - 4:45 PM	eApprovals

April 12, 2019

All Day	** CANCELLED** DMC --
9:00 AM - 9:30 AM	Jill/Hayden re: Follow-up Briefing from Jan Mtg. re: Data Roadmap

April 12, 2019 Continued

9:30 AM - 10:30 AM	Jill/JC/Rebecca: touch base --
10:30 AM - 11:30 AM	Jill/Bobbi Bi-weekly --
11:30 AM - 12:00 PM	Phone Call: Personal Information
12:00 PM - 12:30 PM	Lunch and Eapprovals
12:30 PM - 1:00 PM	Jill/Trevor Hurst re: Touch Base
1:00 PM - 2:30 PM	MNP - NRPP Project Healthcheck Interview
2:30 PM - 3:15 PM	Jill/Dean Bi-weekly --
3:30 PM - 4:00 PM	Jill/Jessica Brooks re: Catch Up
4:00 PM - 4:30 PM	eApprovals

April 15, 2019

All Day	Bev A/DM
8:00 AM - 5:00 PM	Personal Information
2:30 PM - 4:00 PM	Citizens' Services Executive Committee meetings (2019 Mtg. Series) --

April 16, 2019

All Day	10:00 to 12:00 - DMCSSP - CJ Attending
All Day	3:00 to 5:00 - DMCSI - Bev attending

April 16, 2019 Continued

All Day

Bev A/DM

Personal Information

8:00 AM - 5:00 PM

April 17, 2019

All Day

Bev A/DM

Personal Information

8:00 AM - 5:00 PM

April 18, 2019

All Day

Bev A/DM

9:00 AM - 10:00 AM

FW: Monthly SRES Staff Mtg

10:00 AM - 10:30 AM

MEETING: Don and Jill

11:00 AM - 5:00 PM

Personal Information

April 19, 2019

All Day

Bev A/DM

8:00 AM - 5:00 PM

Good Friday

April 22, 2019

All Day

Bev A/DM

8:00 AM - 5:00 PM

Easter Monday

April 23, 2019

8:30 AM - 9:00 AM	8:30-9:00am - Daily Comms Meeting --
9:00 AM - 9:15 AM	Phone Call: Jill/Bev re: A/DM Actions Update
9:45 AM - 10:45 AM	Evan/David/Jill
11:00 AM - 11:30 AM	Jill/JC: touch base --
11:30 AM - 12:00 PM	Meeting & Greet with Jill Kot./David Mortimer & Gerri Sinclair, Fund Manager, BC Tech Fund
12:00 PM - 12:30 PM	Jill/Bobbi/Geoff Haines/ Erik Wanless re: DMCPSC Pre-brief --
12:30 PM - 1:00 PM	Lunch and Eapprovals
1:00 PM - 2:30 PM	IM/IT CIB Meeting
2:30 PM - 3:00 PM	Jill/CJ/Hayden re: Pre-brief/review material for IDD DM Board (Mtg. Apr 26)
3:00 PM - 3:45 PM	Jill/CJ re: 1:1 Bi-weekly
3:45 PM - 4:30 PM	Jill/CJ/Hayden re: Digital Roadmap

April 24, 2019

8:30 AM - 9:00 AM	8:30-9:00am - Daily Comms Meeting --
9:00 AM - 10:00 AM	Jill/Dean/Tim/Tony re: 19/20 Budget

April 24, 2019 Continued

10:00 AM - 11:30 AM	Citizens' Services Executive Committee meetings (2019 Mtg. Series) --
11:30 AM - 12:15 PM	Pre-brief for Cloud Services for Jill with CJ/Ian/Hayden/Joel
12:15 PM - 1:30 PM	Lunch and Eapprovals
1:30 PM - 1:45 PM	1:30 PM Touch base call Fazil/Jill K
2:30 PM - 4:30 PM	Response Required: NRPP Recognition Event
4:15 PM - 4:30 PM	CALL: Doug, Jill, Kerry, Chad

April 25, 2019

8:30 AM - 11:00 AM	Executive Panel for Managing in the BC Public Service
11:30 AM - 12:00 PM	Jill/JC/Jennifer: touch base --
12:15 PM - 1:15 PM	Corrie/Jill 1:1 re: Government Opportunities/Direction
1:15 PM - 1:45 PM	HOLD for lunch over-run
2:00 PM - 2:30 PM	Jill/Kerry/Joel/Melissa re: Planning Meeting
2:30 PM - 2:45 PM	Jill/Kerry re: Briefing Notes
3:00 PM - 3:30 PM	Phone Call: Jill & CJ

April 25, 2019 Continued

3:30 PM - 4:00 PM

Jill/Sharlane re: Workforce Plan /WES Pulse Survey

4:00 PM - 5:00 PM

eApprovals

April 26, 2019

8:30 AM - 10:00 AM

DMC --

10:00 AM - 10:30 AM

Jill/Grant Main re: Touch Base

11:00 AM - 11:30 AM

Eapprovals/emails/office work

11:30 AM - 12:00 PM

Jill/Melody/Jen re: Touch Base Continued

12:00 PM - 1:00 PM

Lunch and Eapprovals

1:00 PM - 2:30 PM

Integrated Data DM Board (2019 Meeting Series) --

2:30 PM - 3:15 PM

Jill/Dean Bi-weekly --

3:30 PM - 4:30 PM

eApprovals

April 29, 2019

All Day

House Sitting (April 29 to May 2)

8:00 AM - 10:30 AM

Executive Review Panel for Economy Sector

11:00 AM - 12:00 PM

MINISTER Roundtable (2019 Mtg. Series) --

12:30 PM - 1:00 PM

Lunch and Eapprovals

April 29, 2019 Continued

1:00 PM - 1:30 PM	Jill/Susan re: Pre-brief for TELUS Meeting re: Highway 16
1:30 PM - 2:30 PM	Question Period
1:30 PM - 2:15 PM	Jill/Bev re: Touch Base
2:30 PM - 4:30 PM	Citizens' Services Executive Committee meetings (2019 Mtg. Series) --

April 30, 2019

All Day	House Sitting (April 29 to May 2)
8:30 AM - 8:38 AM	8:30 to 8:50 - Welcome (Intro: Jill Kot; & Hon. Jinny Sims, Minister of Citizens' Services)
8:38 AM - 8:50 AM	8:38 to 8:50 AM - Welcome from Minister Sims
9:30 AM - 10:00 AM	eApprovals
10:00 AM - 11:00 AM	Question Period
11:15 AM - 12:30 PM	Meet & Greet with Minister Sims, DM Jill Kot, ADM Sunny Dhaliwal & Mitch Muir
1:00 PM - 2:30 PM	DMCPSC (Mtg series ends Dec 10/19) --
3:00 PM - 5:00 PM	DMCSI (Deputy Ministers' Committee on Social Initiatives) --
5:15 PM - 5:45 PM	PCoP Networking Event