

September 2, 2019

8:00 AM - 5:00 PM

STAT

September 3, 2019

All Day

30-60-90 Day Template Items Due Monthly

9:30 AM - 10:30 AM

Prep for 11am

10:30 AM - 11:00 AM

Travel

11:00 AM - 12:00 PM

MEETING: Don Wright and Okenge Yuma Morisho - Weekly Meeting -- Security Concern

12:00 PM - 12:30 PM

Keep clear

12:30 PM - 1:00 PM

Travel

1:00 PM - 2:00 PM

CALLS TO DMs: Sept 30 Corp Exec agenda items

2:00 PM - 2:30 PM

Monthly Check-In Mtg - Okenge/Christina -- Security Concern Se S Sec Security Con S

2:30 PM - 3:00 PM

Keep clear

3:00 PM - 3:30 PM

Briefing: R2R Surrey - Okenge/Jennifer/Shanna/Carly -- Security Concern

3:30 PM - 4:00 PM

Keep clear

4:00 PM - 4:30 PM

Update - Okenge/CJ -- CJ to call 250-886-2369

4:15 PM - 4:30 PM

Update - Okenge/John -- Security Concern

September 3, 2019 Continued

4:30 PM - 5:00 PM Weekly Executive Recruitment Update - Okenge/Iris/Anita -- Security Concern

September 4, 2019

9:30 AM - 10:00 AM Completed - EMAILS/CALLS: Secure last 2 Exec for R2R in Surrey on Sept 12

10:00 AM - 11:00 AM Executive Development Discussion -- Security Concern Se S Sec Security Con S

11:30 AM - 12:00 PM Check-In Mtg - Okenge/Fiona -- Security Concern Se S Sec Security Con S

12:30 PM - 1:00 PM Travel

1:00 PM - 2:00 PM WorkAble Welcome by MSS - Help to wrap up on time - Security Concern - Call Janet
Stewart @ 250-208-6154

2:00 PM - 2:30 PM Travel

2:45 PM - 3:30 PM Okenge / Bruce 1:1 -- Security Concern

3:30 PM - 4:00 PM Update - Okenge/Richard -- Okenge to cal Personal Information

4:00 PM - 4:30 PM Indemnity Requests - Okenge/Ken -- Security Concern

7:00 PM - 7:30 PM Private Appointment

September 5, 2019

9:00 AM - 11:00 AM Prep time

September 5, 2019 Continued

11:00 AM - 11:45 AM	Okenge / Iris 1:1 -- Security Concern
1:00 PM - 3:00 PM	Welcoming Ceremony Year 13 -- ;Security Concern
3:00 PM - 4:30 PM	Cabinet ConfidenReference Committee -- Security Co Security Conc _ Se S Sec Security Con
4:30 PM - 5:00 PM	Check-In Mtg - Okenge/Jay -- Security Concern , Se S Sec Security Con S
8:30 PM - 9:00 PM	Private Appointment

September 6, 2019

9:00 AM - 10:00 AM	Prep time
10:00 AM - 10:30 AM	Check-In Mtg - Okenge/Shannon -- Okenge to call 250-216-0712
10:30 AM - 12:00 PM	Roundtable -- Security Co Security Conc
1:30 PM - 2:30 PM	Weekly Update - Okenge/Shirley/Kelly -- Security Concern
2:30 PM - 3:00 PM	Keep clear
3:00 PM - 3:30 PM	Pre-Brief re Sept 10 Ethics Advisors Training -- Security Concern
3:30 PM - 4:00 PM	Keep clear
4:00 PM - 4:30 PM	AG Issue - Okenge/John/Alyson -- Security Concern

September 6, 2019 Continued

4:30 PM - 5:00 PM

Keep clear

September 9, 2019

All Day

FYI: Briefing with MCJ today

9:00 AM - 9:30 AM

Completed - TO SEND: Due Process Confirmation Email - email from John Sep 06

9:30 AM - 10:00 AM

Completed - RSVP/TELL KELLY: Sept 29 Invite from LG - email from Protocol Sep 06

10:30 AM - 11:00 AM

Approve PECSF BoD Binder - Okenge/Gillian -- Security Concern

11:00 AM - 11:30 AM

MTG: Okenge, Iris and Anita - Weekly Executive Recruitment Update -- Security Concern

11:45 AM - 1:30 PM

Tour de Rock Bocce Tournament -- St. Ann's Academy

1:30 PM - 2:00 PM

Travel

2:00 PM - 3:30 PM

Executive Committee Meeting -- Security Co Security Conc

4:00 PM - 4:30 PM

MAH Project - Okenge/Iris/Norma -- Security ConcSecurit

4:30 PM - 5:30 PM

Prep for Tues Mtg with Don

5:30 PM - 6:00 PM

Completed - APPROVAL: Thank you letter template - Premier's Awards - email from Kelly Sep 09

6:00 PM - 6:30 PM

REMINDER: 8:30am Mtg Tomorrow

September 10, 2019

7:00 AM - 7:30 AM	REMINDER: 8:30am Mtg Today
8:00 AM - 8:30 AM	Prep for 9:30am Mtg
8:30 AM - 9:00 AM	Introduction -- Security Concern Se S Sec Security Con S
9:00 AM - 9:30 AM	TRAVEL
9:30 AM - 10:30 AM	MEETING: Don Wright and Okenge Yuma Morisho - Weekly Meeting -- Security Securit
10:30 AM - 11:00 AM	TRAVEL
11:00 AM - 12:00 PM	Exclusions - Okenge/Joanne/John -- Security Concern
12:00 PM - 12:30 PM	Completed - REVIEW/APPROVAL: Email to Corp Exec re Audio Video Operations (AVO) - email from Shirley Sep 10
12:30 PM - 1:00 PM	Travel
1:00 PM - 4:30 PM	Ministry Ethics Advisor Training - Security Concern
4:30 PM - 5:00 PM	Travel
5:00 PM - 5:30 PM	Completed - APPROVAL: OIC BN - email from Anita / Final version in folder on your desk
5:30 PM - 6:00 PM	Completed - APPROVAL: OIC BN - email from Tracy Mandur Sep 10 / final version in folder on Kelly's desk
6:00 PM - 6:30 PM	Prep for DMCPSC

September 11, 2019

12:00 AM - 12:00 AM	Contact Shanna Personal Information or Rueben 250-213-6614 for R2R Questions
8:00 AM - 9:00 AM	Prep for 9am Mtg
9:00 AM - 11:00 AM	DMCPSC (Mtg series ends Dec 10/19) --
11:30 AM - 12:00 PM	TA Presentation - Okenge/Joanne -- Security Concern
12:30 PM - 1:00 PM	Budget - Okenge/Bruce/Sandra/Shirley -- Security Concern
1:00 PM - 3:00 PM	Executive Committee on Diversity and Inclusion (ECDI) -- Security Co Security Se S Sec Security Co S
3:00 PM - 3:30 PM	Update re Sexual Harassment, D&I, and Women’s Leadership - Okenge/Deb/Melanie -- Security ConcSecurity Se S Sec Security Con S
3:30 PM - 3:45 PM	CALL: Kevin/ Okenge -- Okenge to call Kevin at 250-361-6753
3:45 PM - 4:30 PM	Okenge / Joanne: 1:1 -- Security Concern
4:30 PM - 5:00 PM	Completed - REVIEW: Learn @ Work Week SPs, etc. - white folder
5:00 PM - 5:30 PM	REVIEW: Sep 17 Monthly Comms Mtg Docs - white folder
7:00 PM - 7:30 PM	Private Appointment

September 12, 2019

12:00 AM - 12:00 AM	Contact Shanna Personal Information or Rueben 250-213-6614 for R2R Questions Please See Above
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September 12, 2019 Continued

12:00 AM - 12:00 AM	Contact Melissa 250-213-5194 or Deb Personal Information for LES Questions
7:00 AM - 7:35 AM	7am, Helijet Flight 702, Vic to Van - Booking # Government Financial Information B
9:00 AM - 4:30 PM	Region to Region - Surrey -- Security Concern
6:45 PM - 7:20 PM	6:45pm, Helijet Flight 731, Van to Vic - Booking Government Financial Information B
8:30 PM - 9:00 PM	Private Appointment

September 13, 2019

12:00 AM - 12:00 AM	Contact Melissa 250-213-5194 or Deb Personal Information for LES Questions Please See Above
7:00 AM - 7:35 AM	7am, Helijet Flight 702, Vic to Van - Booking # Government Financial Information B
8:30 AM - 4:30 PM	Leadership Engagement Series - Surrey -- Security Concern
6:45 PM - 7:20 PM	6:45am, Helijet Flight 731, Van to Vic - Booking Government Financial Information B

September 15, 2019

7:00 PM - 8:00 PM	REMINDER: 9am speech tomorrow
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September 16, 2019

7:00 AM - 7:30 AM	REMINDER: 9am Speech
8:30 AM - 9:00 AM	Travel
9:00 AM - 11:00 AM	Opening for Learn @ Work Week: Health & Well Being - Today's Theme: Spark & Inspire (SPEAKING 9:15-9:30AM) -- Security Concern

September 16, 2019 Continued

10:00 AM - 11:00 AM	Budget -- Security Concern
11:00 AM - 12:00 PM	FNPSS MOU (Okenge, Deb, Priscilla, Stephanie) -- Security Concern (Priscilla will phone in)
12:30 PM - 1:00 PM	Completed - REVIEW/APPROVE: Cabinet Comms Plan - email from Rueben Sep 16 Confide
1:00 PM - 4:30 PM	Costing Exercise Review - NO SUBS -- Sec Security Conc
4:30 PM - 5:30 PM	PREP: Review SPs for AGRI Conference - white folder
5:30 PM - 6:00 PM	Completed - REVIEW/PROVIDE COMMENTS: Joanne's DMCPSR Presentation - yellow file folder
6:00 PM - 6:30 PM	Completed - SIGNATURE: OIC Appt BN - signing folder / email from Tracy Mandur Sep 16

September 17, 2019

All Day	Will receive budget docs for Oct 1 briefing with MCJ - from PSA team
7:00 AM - 7:30 AM	REMINDER: 10am Speech
8:00 AM - 8:30 AM	Travel
8:30 AM - 9:00 AM	Refreshments & Opening Remarks by AGRI Minister and DM
9:00 AM - 10:30 AM	Ministry of Agriculture Leadership Conference - Wes Speaking @ 9am, MLP @ 9:15am, DW @ 9:30am, OYM @ 10am (for 30 mins) Security Concern Security Concern
10:30 AM - 11:00 AM	Keep clear
11:00 AM - 11:30 AM	Travel

September 17, 2019 Continued

11:30 AM - 12:00 PM **Intro Mtg - Okenge/Kasari --** Security Concern Se S Sec Security Con S

1:30 PM - 2:00 PM **Completed - REVIEW: Corporate Plan DRAFT - email from Rueben Sep 16**

2:00 PM - 2:45 PM **Okenge / Bruce 1:1 --** Security Concern

3:00 PM - 3:30 PM **Intro Mtg - Okenge/Catherine --** Security Concern Se S Sec Security Con S

3:45 PM - 4:15 PM **Update - Okenge/Iris/Anita --** Security Concern

4:30 PM - 5:15 PM **Okenge / John 1:1 --** Security Concern

September 18, 2019

8:00 AM - 8:45 AM **Capital Park -- Dial-In:** Government Financial **Participant ID:** Governme #, Okenge as moderator

9:00 AM - 9:30 AM **Keep clear**

9:30 AM - 10:00 AM **Catch Up - Okenge/Larisa --** Security Concern Security Con S (across from the Royal Theatre)

11:00 AM - 12:00 PM **Okenge / Deb 1:1 --** Security Concern

12:00 PM - 12:15 PM **Prep for Fall Update Call --** Security Concern **Dial-In:** Government Financial **Participant ID:** Governme #, Okenge as moderator

12:30 PM - 1:00 PM **Completed - PREP: PowerPoint for Fri Mtg**

1:00 PM - 1:30 PM **MTG: Okenge, Iris and Anita - Weekly Executive Recruitment Update --** Security Concern

September 18, 2019 Continued

1:30 PM - 2:00 PM	Call: Doug, Okenge re Ombudsperson Presentation on Public Interest Disclosure Act -- Doug to call Okenge at 250-952-6296
2:30 PM - 3:00 PM	Fall Update -- Skype Meeting
3:00 PM - 4:00 PM	PECSF Board Meeting -- BCPSA, Secu Securit Se S Sec Security Con S / Skype
4:15 PM - 4:45 PM	Update - Okenge Maura -- Security Concern
5:00 PM - 6:00 PM	Prep for DMCP SR - Chairing Sep 19
7:00 PM - 7:30 PM	Private Appointment

September 19, 2019

8:30 AM - 9:00 AM	Prep for DMCP SR - Chairing
9:00 AM - 9:30 AM	Budget - Okenge/Bruce/Sandra/Shirley -- Security Concern
9:30 AM - 10:00 AM	Keep clear
10:00 AM - 10:30 AM	Travel
10:30 AM - 12:30 PM	DMCP SR (Okenge Chairing meeting) - DON ARRIVING @ 11:30AM -- Secur Securit Se S Sec Security S
12:30 PM - 1:00 PM	Travel
1:00 PM - 1:30 PM	Advice/Recommendations - Okenge/Sean/Ken -- Security Concern

September 19, 2019 Continued

1:30 PM - 2:00 PM	Completed - APPROVE: Dir Appt Memo and Letter - eApprovals
2:00 PM - 3:00 PM	Prep for 3:30pm Mtg
3:00 PM - 3:30 PM	Travel
3:30 PM - 4:30 PM	MEETING: Don Wright and Okenge Yuma Morisho - Weekly Meeting -- Security Security
4:30 PM - 5:00 PM	Travel
5:00 PM - 6:00 PM	Completed - REVIEW/SUBMIT: Personal Information on Sep 18 - DUE SEP 20
6:00 PM - 6:30 PM	Completed (postponed) - APPROVE: R2R Kamloops SPs for Don - yellow folder
6:30 PM - 7:30 PM	Prep for meeting with MCJ tomorrow
8:30 PM - 9:00 PM	Private Appointment

September 20, 2019

8:00 AM - 8:30 AM	Travel
8:30 AM - 10:00 AM	DMC -- Security Concern
10:00 AM - 10:30 AM	Travel
10:30 AM - 11:00 AM	Mtg with MCJ re Target Letters -- Security Concern
11:00 AM - 11:30 AM	Travel
11:30 AM - 12:00 PM	Weekly Update - Okenge/Shirley/Kelly -- Security Concern

September 20, 2019 Continued

12:00 PM - 12:30 PM	REVIEW/SUBMIT: Personal Information	on Sep 18 - DUE SEP 20
12:30 PM - 1:00 PM	Completed - RESPOND: Jay's email - after raising at DMC today	
1:00 PM - 1:45 PM	Okenge / Iris 1:1 -- Security Concern	
2:00 PM - 2:30 PM	Opening Comments - NR Ministries' Strategic Workforce Plans -- Security Concern	Se S Sec Security Con
2:30 PM - 3:00 PM	Keep clear	
3:00 PM - 4:00 PM	Roundtable / DMC Debrief -- Security Co Security Conc	
4:00 PM - 4:30 PM	Check-In Mtg - Okenge/David -- Security Concern	Se S Sec Security Con S
4:30 PM - 5:00 PM	Keep clear	
5:00 PM - 6:00 PM	Capital Park -- Dial-In: Government Financial Participant ID: Governme #, Okenge as moderator	
6:00 PM - 6:30 PM	Completed - SEND: Workforce Analytics - Extended Cut to DMs - email from Rueben Sep 20	
6:30 PM - 7:00 PM	Completed - REVIEW: JD Exec Development Plan - send package to Iris	

September 23, 2019

9:00 AM - 9:45 AM	Okenge / Rueben 1:1 -- Security Concern	
11:00 AM - 11:30 AM	MTG: Okenge, Iris and Anita - Weekly Executive Recruitment Update -- Security Concern	

September 23, 2019 Continued

11:30 AM - 12:00 PM Completed - APPROVE/SEND: Note for DMC re: D&I Survey - email from Deb Sep 22 - wait for release until next week

1:30 PM - 3:30 PM Executive Committee Meeting - NO SUBS -- Security Co Security Conc

5:00 PM - 5:30 PM REMINDER: 8am Mtg tomorrow @ HLTH - .Secu , Security Con S

September 24, 2019

7:30 AM - 8:00 AM Travel

8:05 AM - 8:35 AM MoH Senior Executive Team Mtg - Guests: Okenge/Deb -- Securit Sec Secu Security Con Security Concern

8:45 AM - 9:15 AM Keep clear

10:00 AM - 10:30 AM Group Life Insurance Premiums - Okenge/John/Sandy -- .Security ConcSecurit

10:30 AM - 11:00 AM Keep clear

1:00 PM - 1:30 PM Cabin Pre-Brief Meeting -- Dial-In: Government Financial Participant ID: Governme #, Okenge as moderator

1:30 PM - 2:00 PM Keep clear

2:00 PM - 2:30 PM D&I Survey Report - Okenge/Robyn -- Okenge to call Personal Information

2:30 PM - 3:00 PM Inside Public Sector Leadership: Practical Wisdom -- Security Concern Se S Sec. Security Con S

3:00 PM - 3:30 PM Keep clear

3:30 PM - 4:00 PM Update - Okenge/Deb -- .Security Concern

September 24, 2019 Continued

4:00 PM - 4:30 PM Completed - REVIEW/APPROVAL: D&I Survey Exec Message - email from Shirley Sep 24

5:00 PM - 7:00 PM -Personal Information

September 25, 2019

8:30 AM - 9:00 AM Prep for 9am

9:00 AM - 10:00 AM All-Agency Virtual Meeting (Monthly) -- Skype Meeting Broadcast (joining link and instructions enclosed)

10:00 AM - 10:30 AM Completed - REVIEW/SEND: D&I Note for DMC - emails from Shirley and Deb Sep 24

10:30 AM - 11:15 AM Okenge / Joanne: 1:1 -- Security Concern

11:30 AM - 12:00 PM Travel

12:00 PM - 1:00 PM PECSF Victoria Kick-off Event - BBQ options by donation! -- St. Ann's Academy - Front Lawn, 835 Humboldt St

1:00 PM - 1:30 PM Travel

1:30 PM - 3:30 PM Office time

3:30 PM - 4:00 PM Intro Mtg - Okenge/David/Deb -- Security ConcSecurity , Se |S , Sec. Security Con S

4:00 PM - 4:30 PM Keep clear

4:30 PM - 5:00 PM Budget - Okenge/Bruce/Shirley -- Security Concern

5:00 PM - 5:30 PM Completed - APPROVE: Advisory Subcommittee on Exec Development Draft Sept 2019 - email from Iris Sep 25

September 25, 2019 Continued

7:00 PM - 7:30 PM Private Appointment

September 26, 2019

9:00 AM - 10:00 AM DMC Succession Day Materials - Okenge/Iris/Anita -- Security Concern

10:30 AM - 11:00 AM Catch Up - Okenge/Scott -- Security Concern Security Concern

11:30 AM - 12:00 PM Travel

12:00 PM - 1:00 PM Agency PECSF Kick-Off Event: Ice Cream Sundaes and SPCA Puppies -- Library Courtyard

1:00 PM - 1:30 PM Travel

2:30 PM - 3:30 PM Weekly Update - Okenge/Shirley/Kelly -- Security Concern

3:45 PM - 4:45 PM Catch Up - Okenge/Gerry -- Security Concern Security Concern

5:00 PM - 5:30 PM Completed - REVIEW/SEND: Advice/Recommendations - email from Sean
Gadsby Sep 26

8:30 PM - 9:00 PM Private Appointment

September 27, 2019

All Day Private Appointment

9:30 AM - 10:00 AM Budget - Okenge/Bruce/Sandra/Shirley -- Security Concern

10:00 AM - 10:30 AM Update - Okenge/Heather -- Heather to call 250-886-2369

September 27, 2019 Continued

10:30 AM - 12:00 PM	Roundtable -- Security Co Security Conc
11:45 AM - 12:45 PM	Lunch with Suzanne
2:00 PM - 2:30 PM	Moosehide 2019/20 - Okenge/Donna/Doug -- Dial-In: Government Financial Participant ID: Governme #, Okenge as moderator
2:30 PM - 3:15 PM	Okenge / Deb 1:1 -- Security ConcSecurit
3:30 PM - 4:15 PM	Okenge / John 1:1 -- Security Concern
4:30 PM - 5:00 PM	Quick Chat - Okenge/Trish -- Trish to call 250-886-2369
5:00 PM - 5:30 PM	FOR REVIEW: Cabin Comms Plan - email from Rueben Sep 27

September 30, 2019

All Day	ORANGE SHIRT DAY
7:30 AM - 8:30 AM	Travel
8:30 AM - 11:00 AM	Corporate Executive Meeting -- Security Concern
11:00 AM - 11:30 AM	Travel
11:30 AM - 12:00 PM	Check-In Mtg - Okenge/Deb/Melissa -- Security Concern
1:00 PM - 1:30 PM	MTG: Okenge, Iris and Anita - Weekly Executive Recruitment Update -- Security Concern
1:30 PM - 2:45 PM	Prep

September 30, 2019 Continued

2:45 PM - 3:15 PM	Travel
3:15 PM - 4:00 PM	MEETING: Don Wright and Okenge Yuma Morisho - Weekly Meeting -- Security Confer
4:00 PM - 4:30 PM	Travel