

## November 1, 2019

All Day	Personal Information
8:30 AM - 10:00 AM	<b>DMC -</b> <small>Security Concern</small> <b>Victoria</b>
9:15 AM - 10:45 AM	Personal Information
10:00 AM - 12:00 PM	<b>Risk Committee Meeting - Nov 1, 2019 --</b> <small>Security Concern</small>
11:30 AM - 12:00 PM	<b>Budget 19/20 Forecast -</b> <small>Security Concern</small>
12:30 PM - 4:30 PM	<b>PECSF Games Afternoon</b> <small>Security Concern</small>
1:00 PM - 1:30 PM	<b>Quarterly Strategic Real Estate Services (SRES-RAEG) Meeting -</b> <small>Security Concern</small> <small>Security Concern</small>
1:45 PM - 2:00 PM	<b>Heather/Raeleen --</b> <small>Security Concern</small>
2:00 PM - 3:00 PM	<b>Preliminary Q2 Forecast (net basis) --</b> <small>Security Concern</small>
3:00 PM - 3:15 PM	<b>Heather/Tiffany/Amanda --</b> <small>Security Concern</small>
3:30 PM - 4:00 PM	<b>MEETING: Don Wright and Heather Wood - bi-weekly meeting --</b> <small>Security Concern</small> <small>Security Concern</small> <b>Victoria</b>
4:00 PM - 4:30 PM	<b>MEETING: Don Wright and Heather Wood - check in --</b> <small>Security Concern</small>

## November 2, 2019

7:00 PM - 7:00 PM	Private Appointment
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## November 4, 2019

4:00 PM - 4:30 PM      **Vice-Chair Meeting** <sup>Security Concern</sup> **TB Staff to dial in** <sup>Security Concern; Government Financial Information</sup> **# (JTT MO to moderate)**

## November 5, 2019

9:00 AM - 9:30 AM      **Heather/Tiffany/Heather/Amanda --** <sup>Security Concern</sup>

10:00 AM - 10:30 AM      **Heather/Christine/Michael -- Skype Meeting**

11:00 AM - 11:30 AM      **Heather/Tiffany/Amanda --** <sup>Security Concern</sup>

11:30 AM - 11:45 AM      **Heather/Rebecca --** <sup>Security Concern</sup>

12:30 PM - 1:30 PM      **PECSF: Taco Tuesday!** <sup>Security Concern</sup>

2:00 PM - 3:00 PM      **Discussion with IAAS**

3:20 PM - 3:50 PM      **3:20 - CALL: Lori, Heather & Rebecca -- Lori to call** <sup>Security Concern; Government Financial Information</sup>

4:00 PM - 4:15 PM      **Heather/Raeleen/Kristine --** <sup>Security Concern</sup>

4:15 PM - 4:45 PM      **Heather/Tara/Richard/Tiffany/Dave/Amanda --** <sup>Security Concern</sup>

## November 6, 2019

10:30 AM - 11:30 AM      **Assoc DM Prebrief for Nov 20 TB --** <sup>Security Concern</sup>

1:30 PM - 1:40 PM      **Heather/Sadaf --** <sup>Security Concern</sup>

2:00 PM - 3:00 PM      **Preliminary Q2 Forecast** <sup>Security Concern</sup>

## November 6, 2019 Continued

3:00 PM - 3:30 PM

Expenditure Discussions -- Heather to call Shauna direct at

Security Concern;  
Government Financial  
Information

## November 7, 2019

All Day

StatCan 2018 Expenditure GDP today

9:00 AM - 9:45 AM

TB Minor Mtg --

Security Concern

10:00 AM - 10:15 AM

Private Appointment

11:15 AM - 12:00 PM

Minister Meeting (MCJ, Lori, Heather, Dave R, Fisnik, Sadaf, Tiffany, Kirsten, Albert) --

Security  
Concern

1:00 PM - 5:00 PM

Treasury Board --

Security Concern

## November 8, 2019

9:30 AM - 10:30 AM

Budget

Security Concern

11:00 AM - 11:30 AM

Weekly Analyst Meeting with Assoc DM --

Security Concern

1:30 PM - 2:30 PM

Assoc DM Prebrief for Nov 19 Minor --

Security Concern

2:30 PM - 2:45 PM

Heather/Tiffany/Janet/Sean --

Security Concern

3:00 PM - 4:00 PM

Appeals Briefing -

Security Concern

## November 11, 2019

All Day

Remembrance Day -- Canada

## November 12, 2019

2:00 PM - 2:30 PM

Heather W/Paul/Liam/Heather H --

Security Concern

3:00 PM - 5:00 PM

DMCSI (Deputy Ministers' Committee on Social Initiatives) --

Security Concern

(call in details below)

3:00 PM - 3:15 PM

Heather/Fisnik/Michael/Albert --

Security Concern

3:30 PM - 4:00 PM

Heather/Tiffany/Amanda

Security Concern

4:45 PM - 5:30 PM

hold for travel

5:30 PM - 6:30 PM

Private Appointment

## November 13, 2019

12:00 AM - 12:00 AM

Personal Information

9:00 AM - 9:15 AM

Call Colin

10:30 AM - 11:00 AM

Sadaf Mirza - Monthly --

Security Concern

2:00 PM - 2:10 PM

To discuss B2020 ICBC --

2:30 PM - 3:00 PM

Heather Hill/Heather Wood - Monthly -

Security Concern

3:30 PM - 4:00 PM

B2020 and

Cabinet Confidences

## November 14, 2019

All Day

Personal Information

Please See Above

9:30 AM - 10:30 AM

Assoc DM Prebrief for Nov 27 TB --

Security Concern

## November 14, 2019 Continued

11:10 AM - 12:00 PM	Minister TB pre-brief for Nov 20 --	Security Concern
1:00 PM - 2:00 PM	Minister Meeting w/Don W. & Christine K. (MCJ, Heather) --	Security Concern
1:15 PM - 2:15 PM	Preparing for S&P Nov. 18th conference call -	Security Concern
2:30 PM - 2:45 PM	Cabinet Confidences	Security Concern

## November 15, 2019

12:00 AM - 12:00 AM	Personal Information	Please See Above
8:45 AM - 10:00 AM	DMC	Security Concern Victoria
10:45 AM - 11:30 AM	Q2 Final Draft and Q2 Presentation (no notes) --	Security Concern
11:30 AM - 12:15 PM	Associate DM prebrief for Dec 2 TB --	Security Concern
1:30 PM - 2:00 PM	Treasury Board Items --	Security Concern
2:00 PM - 2:30 PM	Weekly Analyst Meeting with Assoc DM -	Security Concern
2:15 PM - 2:25 PM	Federal/Provincial Fiscal Relationship - BN Review for MCJ -	Security Concern
2:30 PM - 2:50 PM	Assoc DM Prebrief for Nov 18 Vice Chair meeting -	Security Concern
2:50 PM - 2:55 PM	Quick Check In --	Security Concern
3:30 PM - 4:00 PM	MEETING: Christine Kennedy, Heather Wood, Amy Miller -	Security Concern

## November 15, 2019 Continued

## November 17, 2019

11:00 AM - 12:00 PM Private Appointment

## November 18, 2019

9:15 AM - 10:00 AM Assoc DM Prebrief for Dec 5 TB -- Security Concern

10:00 AM - 11:30 AM Follow-up meeting with S&P - rating methodology / debt metric calculations -- Security Concern  
Security Concern

10:30 AM - 11:15 AM DM TB Pre-brief (Nov 27 & Dec 2) Security Concern

11:15 AM - 11:45 AM Pre-Brief for DMCC (Nov 22) - Security Concern

1:00 PM - 1:30 PM Heather/Tiffany/Raeleen -- Security Concern

1:30 PM - 3:00 PM MFEX - Security Concern

3:00 PM - 3:30 PM Federal/Provincial Fiscal Relationships- Review Deck for Don Wright - Security Concern

3:30 PM - 3:50 PM Meeting: Lori, Heather, Heather, Rebecca & Peter -- Security Concern

4:00 PM - 5:00 PM Minister Briefing (MCJ, Lori, Heather, Dave R., Fisnik, Sadaf, Tiffany, Kirsten, Albert, Amanda) -- Security Concern

## November 19, 2019

8:30 AM - 4:00 PM PIDA - save the date

## November 19, 2019 Continued

9:00 AM - 9:20 AM	<b>Vice-Chair Briefing</b>	Security Concern
10:00 AM - 10:15 AM	<b>Raeleen/Econ Pod -</b>	
10:30 AM - 11:00 AM		Personal Information
1:30 PM - 2:00 PM	<b>Heather/Raeleen/Carmen/Kristine --</b>	Security Concern
2:30 PM - 2:45 PM	<b>Heather/Tara - fiscal relations resource --</b>	Security Concern
4:15 PM - 4:45 PM	<b>Heather/Tara/Richard/Tiffany/Dave/Amanda -</b>	Security Concern
5:00 PM - 5:45 PM	<b>Hold for travel</b>	
5:45 PM - 6:45 PM	<b>Private Appointment</b>	

## November 20, 2019

9:00 AM - 11:30 AM	<b>Cabinet - Chambers -- Nov 7 minutes</b>	
10:30 AM - 11:00 AM	<b>Heather/Tiffany/Amanda --</b>	Security Concern
11:00 AM - 11:30 AM	<b>hold for briefing with MBR</b>	
11:00 AM - 11:30 AM	<b>Joint Minister Mtg (MCJ, Lori, Heather, Heather, Rebecca)</b>	Security Concern; Government
	<b>Lori to call</b>	Security Concern; Government Financial Information
1:00 PM - 1:20 PM	<b>Heather/Heather --</b>	Security Concern
1:30 PM - 2:30 PM	<b>Q2 Presentation (with notes) and Q&amp;As --</b>	Security Concern
3:00 PM - 7:00 PM	<b>Treasury Board --</b>	Security Concern

## November 21, 2019

9:00 AM - 9:40 AM	Assoc DM Prebrief for Dec 12 TB -- Security Concern
9:45 AM - 10:30 AM	9:45AM MEETING: Don Wright and Heather Wood - bi-weekly meeting - Security Concern, Victoria Security Concern
10:45 AM - 11:00 AM	Heather/Raeleen - Security Concern
11:15 AM - 12:00 PM	block
12:00 PM - 1:00 PM	Potluck Lunch -- Security Concern
1:00 PM - 1:25 PM	DM TB Pre-brief (Dec 5) - Security Concern
2:00 PM - 3:00 PM	MEETING: Don Wright, Tara Richards, Heather Wood, Patrick Ewing, Tiffany Ma -- Security Concern Security Concern
3:00 PM - 3:45 PM	Minister TB pre-brief for Nov 27 -- Security Concern
3:45 PM - 4:30 PM	Minister Briefing (MCJ, Lori, Heather, Dave R., Fisnik, Sadaf, Tiffany, Kirsten, Lisa, Albert, Amanda, Heather) -- Security Concern
4:30 PM - 5:00 PM	Minister Mtg (MCJ, Heather, Tiffany, Amanda, Heather) -- Security Concern

## November 22, 2019

8:30 AM - 10:00 AM	DMC -- Security Concern Victoria
10:30 AM - 11:30 AM	Continued - Assoc DM Prebrief for Dec 12 TB - Security Concern
11:30 AM - 12:00 PM	Heather/Raeleen/Econ pod -- Security Concern



## November 22, 2019 Continued



12:00 PM - 1:00 PM	LUNCH: Heather & Lori -- <small>Security Concern</small>
1:00 PM - 2:00 PM	TB Minor Mtg -- <small>Security Concern</small>
2:30 PM - 3:00 PM	DM Pre-brief for EFC -- <small>Security Concern</small>
3:00 PM - 4:00 PM	DMCC -- <small>Security Concern</small>
3:00 PM - 3:15 PM	Heather/Tiffany/Raeleen -- <small>Security Concern</small>
4:00 PM - 4:15 PM	Briefing: Lori, Heather, Tiffany, Raeleen, Rob & Kristine - <small>Security Concern</small>

## November 25, 2019

10:30 AM - 11:00 AM	travel
11:00 AM - 12:00 PM	Health Budget (Heather Wood, Peter Pokorny, Stephen Brown) -- <small>Security Concern</small>
1:30 PM - 2:30 PM	Assoc DM Prebrief for Dec 3 Minor - <small>Security Concern</small>
3:30 PM - 4:15 PM	Q2 Deck (Paul, Liam, HW) <small>Security Concern</small>
5:45 PM - 6:45 PM	Premier Q2 briefing ( PJH, MCJ, Geoff, Amber, Heather, Robyn/Liam) - <small>Security Concern</small>

## November 26, 2019

8:15 AM - 9:00 AM	Q2 - Rating Agency debrief (calls) - <small>Security Concern</small>
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## November 26, 2019 Continued

10:00 AM - 11:00 AM	Monthly Meeting: Lori, Heather, Heather, Irene, Kevin, Amanda & Sarah --	Security Concern
11:45 AM - 1:15 PM	Q2 Presentation, Media Briefing -- Legislative Press Theatre	
12:00 PM - 1:00 PM	Q2 Release --	Security Concern
2:30 PM - 3:30 PM	Heather/Tiffany/Selina/Mark -	Security Concern
3:00 PM - 5:00 PM	DMCSI (Deputy Ministers' Committee on Social Initiatives) --	Security Concern (call in details below)
3:15 PM - 3:45 PM	Minister Briefing EFC (MCJ, Heather, Sadaf, David, Michelle, Lisa) --	Security Concern

## November 27, 2019

9:30 AM - 10:00 AM	Estimates Budget Process -	Security Concern
10:00 AM - 10:05 AM	Quick Meeting Prior to DM Pre-brief at 11 --	Security Concern
10:30 AM - 10:45 AM	Heather/Fisnik/Tiffany/Amanda --	Security Concern
11:00 AM - 12:00 PM	DM TB Pre-brief (Dec 12) -	Security Concern
11:30 AM - 12:30 PM	Briefing for Vice Chair or	Cabinet Confidences
1:30 PM - 2:00 PM	MEETING: DAG Sieben & DM Wood --	Security Concern
2:00 PM - 2:30 PM	MEETING: Don, Christina Z, Lori W, Heather, Richard, Okenge - ARC --	Security Concern

## November 27, 2019 Continued

Security Concern

3:30 PM - 7:30 PM

Treasury Board --

## November 28, 2019

11:00 AM - 12:00 PM

Appeals Briefing

1:10 PM - 1:20 PM

1:10 - Heather / Lori

1:30 PM - 2:00 PM

Weekly Analyst Meeting with Assoc DM -

Security Concern

2:00 PM - 2:30 PM

Raeleen - Monthly -

Security Concern

2:30 PM - 4:00 PM

Possibly MCJ briefings

3:30 PM - 4:00 PM

Entrapass System Reboot (monthly occurrence) -- Access Cards will NOT WORK during this timeframe

**Sent:** November 28, 2019

**Subject:** TIME CHANGE - Monthly Entrapass System Reboot STARTING SOON (doors down ~3:30-4pm)

Good Afternoon TBS,

We've received word that our building's monthly access card system reboot will occur earlier than usual this afternoon (scheduled to **start ~ 3:30pm** instead of the usual 4pm) and may impact doors for **up to 30 minutes**.

If swiping your card does not provide you with access to a secure area during the reboot, please knock on the door to have a coworker provide access. ***Doors must not be propped open at any time.***

If this amended timeframe is to become a regular occurrence, we will modify the attached meeting series accordingly.

On behalf of the building's Facilities team, we apologize for this inconvenience. If you have any questions or concerns, please let us know and we'll pass them along to Facilities on your behalf.

Thank you,

~TBS Operations

Ministry of Finance

Good Afternoon TBS,

The building's monthly access card system reboots will now take place starting at 4pm (instead of 3:45pm). All other details (as described below) remain the same.

Please email [TBS.Operations@gov.bc.ca](mailto:TBS.Operations@gov.bc.ca) if you have any questions or concerns.

Thank you,

~TBS Operations

Ministry of Finance

**From:** FIN TBS Operations FIN:EX  
**Sent:** May 23, 2019 2:57 PM  
**To:** FIN TBS All Staff <[FINTBSAS@Victoria1.gov.bc.ca](mailto:FINTBSAS@Victoria1.gov.bc.ca)>

**Subject:** Entrapass System Reboot - Access Cards will NOT WORK from 3:45-3:55pm TODAY  
**Importance:** High

Good Afternoon TBS,

In order to ensure efficient operation of our building's access card system (Entrapass), our IT team will begin conducting server reboots on a monthly basis, starting this afternoon. These reboots are scheduled to occur on the **fourth Thursday of every month**, starting at **3:45 pm**. All doors with access card readers may be impacted for *up to 10 minutes* during each reboot, meaning you might be affected if attempting to enter the building or a secure area within it during the scheduled monthly timeframe. If swiping your access card does not provide you with access to a secure area during a reboot, please knock on the door to ask that a coworker let you in.  
***Doors must not be propped open at any time.***

You will receive a separate calendar invitation shortly, reminding you of this new monthly occurrence.

On behalf of the building's Facilities team, we apologize for this potential monthly inconvenience. If you have any questions or concerns, please let us know and we'll pass them along to Facilities on your behalf.

Thank you,

~TBS Operations

Ministry of Finance

3:45 PM - 4:30 PM

Minister TB pre-brief for Dec 5 - Security Concern

## November 28, 2019 Continued

4:30 PM - 4:45 PM

Minister TB Pre-brief for Dec 2nd

Security Concern

## November 29, 2019

10:00 AM - 10:15 AM

Heather/James meet and greet --

Security Concern

10:30 AM - 11:00 AM

Anne-Mette Monthly --

Security Concern

11:30 AM - 12:30 PM

Meeting: Budget Check in --

Security Concern

1:30 PM - 2:30 PM

Assoc DM Prebrief for Dec 10 Minor --

Security Concern

2:30 PM - 3:00 PM

hold for travel

3:00 PM - 5:00 PM

Private Appointment