

December 1, 2019

All Day Personal Information | **Nov 28-Jan 3 (Ally Acting)**

All Day **FYI:** Personal Information - **Christine Kennedy acting**

All Day Personal Information **(Nov 28-Dec 3 inclusive) -- Kayla - A/Director**

December 2, 2019

All Day Personal Information | **Nov 28-Jan 3 (Ally Acting)**
Please See Above

All Day **FYI:** Personal Information - **Christine Kennedy acting**
Please See Above

All Day Personal Information **(Nov 28-Dec 3 inclusive) -- Kayla - A/Director**
Please See Above

10:00 AM - 11:00 AM **Presentation to Senior Leadership - Space**

10:00 AM - 11:00 AM **Senior Leadership Meeting --**

11:00 AM - 11:30 AM **Weekly Check-in - Kelly / Neilane --**

1:00 PM - 2:00 PM **MEETING: Christine and Neilane - MMHA work**

2:30 PM - 2:45 PM **OMB call with MMHA RE Committed to Change**

3:00 PM - 3:30 PM **Minister Calendar Review --**

3:30 PM - 4:00 PM **DM Calendar Review --**

4:00 PM - 4:15 PM **Dara / Neilane**

December 3, 2019

All Day	Personal Information Nov 28-Jan 3 (Ally Acting) Please See Above
All Day	FYI: Personal Information - Christine Kennedy acting Please See Above
12:00 AM - 12:00 AM	Personal Information (Nov 28-Dec 3 inclusive) -- Kayla - A/Director Please See Above
9:00 AM - 9:30 AM	Neilane Nick bi-weekly 1:1 --
9:30 AM - 10:00 AM	DM Meet and Greet - Kayleigh Gumiriza
11:00 AM - 12:00 PM	Follow up - Implementation of Tripartite MOU
1:30 PM - 2:00 PM	Phone Call: Mark Sieben / Neilane Mayhew
2:00 PM - 3:00 PM	Michelle Bell / Milah Smith / Neilane Mayhew
3:30 PM - 4:15 PM	Coffee: Neilane Mayhew / Christina Zacharuk

December 4, 2019

All Day	Personal Information Nov 28-Jan 3 (Ally Acting) Please See Above
All Day	FYI: Personal Information - Christine Kennedy acting Please See Above
All Day	Private Appointment
10:30 AM - 11:00 AM	Weekly Communications Meeting (DMO/GCPE) --
11:00 AM - 12:00 PM	HR Weekly --

December 4, 2019 Continued

1:00 PM - 1:45 PM Meeting: Chad / Neilane - Follow up from MHCC Board Meeting

2:00 PM - 2:30 PM Monthly Check-in --

2:30 PM - 3:00 PM Bi-Weekly Check-in - Sara / Neilane --

December 5, 2019

All Day Personal Information Nov 28-Jan 3 (Ally Acting)
Please See Above

All Day FYI: Personal Information - Christine Kennedy acting
Please See Above

8:30 AM - 12:30 PM Diversity & Inclusion Foundations for Executive and Senior Leaders - Part 1: Inclusive Leadership & Championing Inclusive Excellence and Intro to Confronting Unconscious Bias in the Workplace

1:00 PM - 1:30 PM Minister Briefing: FNLG Update

1:30 PM - 2:30 PM Minister Briefing: Substance Use Integrated Teams Initiative

3:00 PM - 3:15 PM Call: MMHA / BCCSU

3:30 PM - 4:15 PM Minister Briefing: Alcohol Use Guidelines Announcement

December 6, 2019

All Day Personal Information Nov 28-Jan 3 (Ally Acting)
Please See Above

All Day FYI: Personal Information - Christine Kennedy acting
Please See Above

12:00 AM - 12:00 AM FYI: Personal Information - Minister Dix covering

December 6, 2019 Continued

All Day	DMC cancelled
9:00 AM - 9:30 AM	Neilane Dara 1:1 --
9:30 AM - 10:00 AM	Check in and Travel to MCFD offices
10:00 AM - 11:00 AM	Allison/Teresa/Neilane/Nick - MMHA
12:00 PM - 5:00 PM	Personal Information

December 7, 2019

All Day	Personal Information Nov 28-Jan 3 (Ally Acting) Please See Above
All Day	FYI: Personal Information - Christine Kennedy acting Please See Above
All Day	FYI: Personal Information - Minister Dix covering Please See Above
1:30 PM - 3:00 PM	Private Appointment
7:00 PM - 8:30 PM	Private Appointment

December 8, 2019

All Day	Personal Information Nov 28-Jan 3 (Ally Acting) Please See Above
12:00 AM - 12:00 AM	FYI: Personal Information - Christine Kennedy acting Please See Above
All Day	FYI: Personal Information - Minister Dix covering Please See Above

December 9, 2019

All Day	Personal Information Nov 28-Jan 3 (Ally Acting) Please See Above
12:00 AM - 12:00 AM	FYI: Personal Information - Minister Dix covering Please See Above

December 9, 2019 Continued

9:00 AM - 9:30 AM	Neilane Tamara bi-weekly 1:1 --
9:30 AM - 11:00 AM	Executive Committee
11:00 AM - 11:30 AM	DM Meet and Greet - Emma Stanton
11:30 AM - 12:00 PM	Prep for Dec 13 meeting with Charlene
2:00 PM - 2:30 PM	Neilane Ally (Acting ADM) bi-weekly 1:1 --
2:30 PM - 2:45 PM	Compounded Methadone
3:00 PM - 3:30 PM	Minister Calendar Review --
3:30 PM - 4:00 PM	DM Calendar Review --

December 10, 2019

All Day	Personal Information, Nov 28-Jan 3 (Ally Acting) Please See Above
8:45 AM - 9:15 AM	All-Government Supervisors Call: Public Interest Disclosure Act
9:15 AM - 9:45 AM	Prep for Dec 17 JSC
10:15 AM - 10:30 AM	Weekly Check-in - Kelly / Neilane --
10:30 AM - 11:00 AM	Cabinet Confidences

December 10, 2019 Continued

11:30 AM - 12:00 PM	Weekly Communications Meeting (DMO/GCPE) --
1:00 PM - 1:30 PM	DM Briefing: LRC
1:30 PM - 1:45 PM	PHONE CALL Kaye Krishna & Neilane Mayhew
2:00 PM - 2:30 PM	Weekly HR --
3:00 PM - 5:00 PM	DMCSI (Deputy Ministers' Committee on Social Initiatives) --

December 11, 2019

All Day	Personal Information Nov 28-Jan 3 (Ally Acting) Please See Above
8:20 AM - 8:55 AM	Helijet Flight 706 - Victoria to Vancouver
9:30 AM - 10:30 AM	Neilane OERC Holiday Visit
11:00 AM - 12:30 PM	Neilane - West Pender Office Holiday Visit
1:20 PM - 1:50 PM	Helijet Flight 717 - Vancouver to Victoria
1:50 PM - 2:20 PM	Neilane to call Heather
2:30 PM - 4:00 PM	Minister / DM / GCPE - Review 2020 Communications Plan
4:30 PM - 6:30 PM	Private Appointment

December 12, 2019

All Day	Personal Information Nov 28-Jan 3 (Ally Acting) Please See Above
9:00 AM - 9:30 AM	Prep for Dec 17 FNHA CEO Meeting
9:30 AM - 10:00 AM	TiOAT Evaluation Meeting
10:00 AM - 12:00 PM	2019 MMHA Holiday Open House
1:00 PM - 4:00 PM	Diversity and Inclusion Foundations for Executive and Senior Leaders - Part 2: Intercultural Skills for Managing and Working with Multicultural Teams and What Does it Mean to be an Ally (and the Implications of Leading Inclusive Excellence)
6:05 PM - 6:36 PM	Air Canada Flight AC8076 - Victoria to Vancouver
6:36 PM - 7:06 PM	Accommodation: Security Concern

December 13, 2019

All Day	Personal Information Nov 28-Jan 3 (Ally Acting) Please See Above
All Day	FYI: Personal Information
All Day	Personal Information -- Kayla A/Director
8:30 AM - 10:00 AM	DMC --
10:00 AM - 11:00 AM	Meeting: MMHA / FNHC
11:30 AM - 12:00 PM	Call: Supportive Recovery Regulations

December 13, 2019 Continued

12:30 PM - 1:30 PM

Follow up - Recovery Work

4:40 PM - 5:15 PM

Helijet Flight 725 - Vancouver to Victoria

December 14, 2019

All Day

Personal Information | Nov 28-Jan 3 (Ally Acting)
Please See Above

6:00 PM - 8:00 PM

Private Appointment

December 15, 2019

All Day

Personal Information | Nov 28-Jan 3 (Ally Acting)
Please See Above

December 16, 2019

All Day

Personal Information | Nov 28-Jan 3 (Ally Acting)
Please See Above

8:30 AM - 9:30 AM

PT/FPT DM Prebrief

9:30 AM - 10:00 AM

Neilane | Dara 1:1 --

10:00 AM - 12:00 PM

13h00 ET - MHCC Governance & Nominating Committee (Teleconference)

12:00 PM - 12:30 PM

Call Leslie McBain

1:00 PM - 2:00 PM

Senior Leadership Meeting --

2:00 PM - 2:30 PM

Minister Calendar Review --
New 2020 meeting series

2:30 PM - 3:00 PM

DM Calendar Review --

December 16, 2019 Continued

3:00 PM - 3:30 PM	De-brief from meeting with FHNC
3:30 PM - 4:30 PM	Briefing - CoV/Province Working Group

December 17, 2019

All Day	Personal Information Nov 28-Jan 3 (Ally Acting) Please See Above
10:00 AM - 10:45 AM	PT DM Teleconference
10:45 AM - 11:45 AM	FPT DM TC
1:00 PM - 2:30 PM	Joint Steering Committee - BC's Overdose Response monthly meeting --
2:30 PM - 4:30 PM	FNHA CEO / MMHA Meeting

December 18, 2019

All Day	Personal Information Nov 28-Jan 3 (Ally Acting) Please See Above
10:00 AM - 10:30 AM	Call Mark Sieben
11:00 AM - 12:00 PM	Minister Briefing: LRC
12:00 PM - 12:30 PM	Weekly Check-in - Kelly / Neilane --
1:00 PM - 2:00 PM	Neilane Minister 1:1
2:00 PM - 3:00 PM	Touchbase - Regan / Neilane

December 18, 2019 Continued

4:00 PM - 5:00 PM

Neilane / Ingrid Coaching

December 19, 2019

All Day

Personal Information | Nov 28-Jan 3 (Ally Acting)
Please See Above

9:00 AM - 9:45 AM

Joint Minister Meeting (Minister Darcy / Minister Bains) - WorkSafe

10:00 AM - 10:30 AM

Neilane | Nick bi-weekly 1:1 --

10:30 AM - 11:30 AM

MEETING | Downtown East Side/City of Vancouver - Collaboration Follow-up Call

11:30 AM - 12:30 PM

Harm Reduction Grant Briefing

12:30 PM - 1:00 PM

Touchbase prior to 2:45 call

1:00 PM - 1:45 PM

Check-in with Rita

2:45 PM - 3:15 PM

Conference Call: Supportive Recovery

4:00 PM - 5:00 PM

Joint Minister Meeting (Minister Darcy / Minister Bains) WorkSafe

December 20, 2019

All Day

Personal Information | Nov 28-Jan 3 (Ally Acting)
Please See Above

All Day

DMC Cancelled

December 20, 2019 Continued

9:00 AM - 9:30 AM	Joint Steering Committee - Debrief --
10:00 AM - 10:30 AM	Call: Neilane / Ally
10:30 AM - 11:00 AM	Weekly Communications Meeting (DMO/GCPE) --
11:00 AM - 11:30 AM	Bi-Weekly Check-in - Sara / Neilane --
12:00 PM - 1:30 PM	DMO Holiday Lunch
2:00 PM - 2:30 PM	Risk Management Register - Dara / Neilane

December 21, 2019

All Day	Personal Information Nov 28-Jan 3 (Ally Acting) Please See Above
8:45 AM - 10:00 AM	Private Appointment
10:00 AM - 11:00 AM	Private Appointment

December 22, 2019

All Day	Personal Information Nov 28-Jan 3 (Ally Acting) Please See Above
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December 23, 2019

All Day	Personal Information Nov 28-Jan 3 (Ally Acting) Please See Above
12:00 AM - 12:00 AM	FYI: Personal Information - Christine Kennedy covering
12:00 AM - 12:00 AM	Personal (Dec 23 - Jan 3, return Jan 6)

December 23, 2019 Continued

12:00 AM - 12:00 AM

Personal

December 24, 2019

All Day

Personal Information Nov 28-Jan 3 (Ally Acting)
Please See Above

All Day

FYI: Personal Information - Christine Kennedy covering
Please See Above

All Day

Personal (Dec 23 - Jan 3, return Jan 6)
Please See Above

12:00 AM - 12:00 AM

Personal

Please See Above

December 25, 2019

All Day

Personal Information Nov 28-Jan 3 (Ally Acting)
Please See Above

All Day

FYI: Personal Information - Christine Kennedy covering
Please See Above

All Day

Personal Information Dec 23 - Jan 3, return Jan 6)
Please See Above

All Day

Christmas Day -- Canada

December 26, 2019

All Day

Personal Information Nov 28-Jan 3 (Ally Acting)
Please See Above

All Day

FYI: Personal Information - Christine Kennedy covering
Please See Above

All Day

Personal Information Dec 23 - Jan 3, return Jan 6)
Please See Above

All Day

Boxing Day -- Canada

December 27, 2019

All Day

Personal Information Nov 28-Jan 3 (Ally Acting)
Please See Above

All Day

FYI: Personal Information - Christine Kennedy covering
Please See Above

December 27, 2019 Continued

All Day Personal Information (Dec 23 - Jan 3, return Jan 6)
Please See Above

12:00 AM - 12:00 AM Personal Information (Dec 27 - Jan 3)

All Day DMC cancelled

December 28, 2019

All Day Personal Information Nov 28-Jan 3 (Ally Acting)
Please See Above

All Day FYI: Personal Information - Christine Kennedy covering
Please See Above

All Day Personal Information (Dec 23 - Jan 3, return Jan 6)
Please See Above

All Day Personal Information (Dec 27 - Jan 3)
Please See Above

December 29, 2019

All Day Personal Information Nov 28-Jan 3 (Ally Acting)
Please See Above

All Day FYI: Personal Information - Christine Kennedy covering
Please See Above

All Day Personal Information Dec 23 - Jan 3, return Jan 6)
Please See Above

All Day Personal Information Dec 27 - Jan 3)
Please See Above

December 30, 2019

All Day Personal Information Nov 28-Jan 3 (Ally Acting)
Please See Above

All Day FYI: Personal Information - Christine Kennedy covering
Please See Above

All Day Personal (Dec 23 - Jan 3, return Jan 6)
Please See Above

All Day Personal Information (Dec 27 - Jan 3)
Please See Above

12:00 AM - 12:00 AM Personal Information

December 30, 2019 Continued

9:00 AM - 9:30 AM

Weekly Check-in - Kelly / Neilane --

December 31, 2019

All Day

Personal Information Nov 28-Jan 3 (Ally Acting)
Please See Above

All Day

FYI: Personal Information - Christine Kennedy covering
Please See Above

All Day

Personal Information Dec 23 - Jan 3, return Jan 6)
Please See Above

All Day

Personal Information Dec 27 - Jan 3)
Please See Above

All Day

Personal Information
Please See Above

10:00 AM - 11:00 AM

Workplace Mental Health Initiative

11:15 AM - 11:45 AM

Check-in (Neilane/Kelly)