

January 1, 2020

All Day

Personal Information

8:00 AM - 5:00 PM

New Year's Day

7:00 PM - 7:30 PM

Private Appointment

January 2, 2020

12:00 AM - 12:00 AM

Personal Information

- Please See Above

January 7, 2020

11:00 AM - 11:30 AM

Completed - REVIEW: eApprovals Item ID 91

12:00 PM - 12:30 PM

Completed - REVIEW: eApprovals Item ID 90

January 8, 2020

7:00 PM - 7:30 PM

Private Appointment

January 9, 2020

8:30 AM - 9:00 AM

Completed - REVIEW: eApprovals ID 94

9:30 AM - 10:00 AM

MTG: Okenge, Iris and Anita - Weekly Executive Recruitment Update -- Iris to call Okenge

10:30 AM - 11:00 AM

Completed - APPROVE: Moose Hide Video - email from Rueben Jan 09

11:30 AM - 12:00 PM

Completed - REVIEW: Band Request - email from Joanne Jan 09

12:15 PM - 12:45 PM

Travel

12:45 PM - 1:45 PM

12:45PM MEETING: Don and Okenge - weekly check in --Security Concern

January 9, 2020 Continued

1:45 PM - 2:15 PM	Travel
2:30 PM - 3:00 PM	2:30 PM Phone call Fazil/Okenge -- Fazil to call Okenge
3:00 PM - 3:30 PM	Budget - Okenge/Bruce/Sandra/Varinia -- Bruce to call Okenge
3:30 PM - 5:00 PM	Keep clear

January 10, 2020

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 - 12:00 PM	Roundtable / DMC Debrief -- Security Concern
12:00 PM - 12:15 PM	MIRR Request - Okenge/Joanne -- Security Concern
1:00 PM - 1:30 PM	Monthly Communications Meeting -- Security Concern
1:30 PM - 1:45 PM	Budget 2020 - Okenge/Bruce/Raeleen -- Okenge to call Raeleen
2:00 PM - 3:00 PM	Policy KWS Steering Committee Meeting - FOR THOSE WHO MISSED LAST MTG -- Via Skype
2:15 PM - 3:00 PM	Okenge / Iris 1:1 -- Security Concern
3:00 PM - 3:45 PM	Okenge / Rueben 1:1 -- Security Concern

January 10, 2020 Continued

3:45 PM - 4:15 PM

Update - Okenge/Jeff -- Jeff to call Okenge

January 13, 2020

9:00 AM - 9:30 AM

Prep for 3:30pm

9:30 AM - 10:00 AM

Prep for Jan 20 HLTH Mtg - Okenge/Deb/Shawn -- Security Concern

10:00 AM - 10:30 AM

Travel

10:30 AM - 11:00 AM

Project Team Meeting -- Security Concern

11:00 AM - 11:30 AM

Travel

11:30 AM - 12:00 PM

Prep for 3:30pm

12:00 PM - 12:15 PM

Discuss Letter - Okenge/Joanne -- Security Concern

1:00 PM - 1:30 PM

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

1:30 PM - 3:00 PM

Executive Committee Meeting -- Security Concern

3:00 PM - 3:30 PM

Travel

3:30 PM - 4:30 PM

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

4:30 PM - 5:00 PM

Travel

January 13, 2020 Continued

5:00 PM - 5:30 PM Update - Okenge/Dave -- Dave to call Okenge

5:30 PM - 6:00 PM Completed - RESPOND: Joanne's email of Jan 09

January 14, 2020

10:00 AM - 10:15 AM Update - Okenge/Iris -- Iris to call Okenge

11:00 AM - 11:15 AM Update - Okenge/Rueben -- Rueben to call Okenge

12:00 PM - 12:15 PM Project - Okenge/Norma -- Norma to call Okenge

1:00 PM - 2:00 PM Update - Okenge/John/Chris/Christina --Security Concern Conference Call or

2:30 PM - 2:45 PM Update - Okenge/Lori -- Lori to call Okenge

3:30 PM - 4:30 PM PIDA Pre-Brief Meeting --Security Concern OR Via Skype (details below)

4:30 PM - 5:00 PM Prep for Jan 20 FIN KWS Steer Cmte - Okenge/Deb/Melissa/Martha -- Via Skype

5:00 PM - 5:30 PM Completed - APPROVE: ID 102 in eApprovals

January 15, 2020

8:30 AM - 8:45 AM 8:45AM: Dial-In Early for Set Up Check

9:00 AM - 10:00 AM All-Agency Virtual Meeting (Monthly) -- Skype Meeting Broadcast

January 15, 2020 Continued

10:00 AM - 10:30 AM	Letter from OPCC -- Okenge calling your cells to connect
2:00 PM - 2:30 PM	Budget - Okenge/Bruce/Sandra/Shirley -- Skype Call - details below
4:30 PM - 5:00 PM	Update - Okenge/Doug -- Doug to call Okenge
5:00 PM - 5:30 PM	Completed - RESPOND: IRR Request - Matthew Howie's email of Jan 06
7:00 PM - 7:30 PM	Private Appointment

January 16, 2020

9:30 AM - 10:00 AM	Monthly Check-In Mtg - Okenge/Christina -- Christina to call Okenge
10:00 AM - 10:30 AM	Completed - APPROVE: Cliff 6424 Indemnity Ltr - email from Kelly Jan 15/16
10:30 AM - 11:15 AM	Okenge / Deb 1:1 -- Deb to call Okenge
11:30 AM - 12:00 PM	Prep for Jan 20 Project Mtg - Okenge/Norma -- Norma to call Okenge
2:00 PM - 2:30 PM	Beyond 2020 Vision -- Skype Meeting

January 17, 2020

8:00 AM - 8:30 AM	Travel
8:30 AM - 10:00 AM	DMC -- Security Concern
10:00 AM - 10:30 AM	Travel

January 17, 2020 Continued

10:30 AM - 12:00 PM	Roundtable/DMC Debrief -- Security Concern	
2:30 PM - 3:30 PM	Weekly Update - Okenge/Shirley/Kelly -- Security Concern	
3:30 PM - 4:15 PM	Okenge / John 1:1 -- Security Concern	
4:30 PM - 5:00 PM	Correspondence - Okenge/Rueben/Sean -- Security Concern	Rueben to call Okenge's Polycom
5:00 PM - 5:30 PM	Completed - SEND: Email to DM Panel re Feb 10 Corp Exec	

January 20, 2020

8:30 AM - 9:00 AM	Travel	
9:00 AM - 9:30 AM	Okenge/Deb/Shawn/Steve/Susan Re: HR Pilot Update -- Security Concern Security Concern	
9:30 AM - 10:00 AM	Travel	
10:00 AM - 10:30 AM	Prep for DMC Presentation - Okenge/Sandy -- Security Concern	
10:30 AM - 12:00 PM	Project Team Kick-off Meeting -- Security Concern	
12:30 PM - 1:00 PM	Completed - REVIEW: ID 110 in eApprovals	
1:00 PM - 1:30 PM	MTG: Okenge, Iris and Anita - Weekly Executive Recruitment Update - Security Concern	
3:30 PM - 4:15 PM	Okenge / Bruce 1:1 -- Bruce to call Okenge	

January 21, 2020

All Day	MCJ Tour - Be available on your cell for any updates to timing
9:00 AM - 9:30 AM	Prep for 4pm
9:30 AM - 9:45 AM	HR - Okenge/Barbara -- Barbara to call Okenge
10:00 AM - 10:30 AM	Check-In Mtg - Okenge/Maura --Security Concern
10:30 AM - 11:00 AM	Prep for 4pm
11:00 AM - 11:30 AM	Update - Okenge/Rick --Security Concern
11:30 AM - 12:00 PM	Keep clear
1:00 PM - 2:30 PM	DMCPSC (2020 Mtg. Series) --
1:30 PM - 3:25 PM	MCJ Tour @ PSA - accompanied by new MA, Krystal Thomson -- Security Concern Security Concern
3:30 PM - 4:00 PM	Travel
4:00 PM - 5:00 PM	MEETING: Don Wright and Okenge Yuma Morisho - Weekly Meeting --Security Concern
5:00 PM - 5:30 PM	Travel

January 22, 2020

7:30 AM - 8:00 AM	Travel
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January 22, 2020 Continued

8:00 AM - 9:30 AM	Victoria PECSF Campaign 2019 Recognition & Awards Ceremony - Security Concern Security Concern
9:30 AM - 10:00 AM	Travel
11:00 AM - 11:30 AM	Budget - Okenge/Bruce/Sandra/Shirley -- Security Concern
11:30 AM - 12:00 PM	Keep clear
1:15 PM - 2:00 PM	Okenge / Joanne: 1:1 -- Security Concern
2:00 PM - 2:45 PM	Okenge / Iris 1:1 -- Security Concern
3:00 PM - 3:30 PM	Comms Plan - Okenge/Jen/Norma -- Security Concern
3:30 PM - 4:30 PM	Executive Committee on Diversity and Inclusion (ECDI) -- Via Skype (details below)
7:00 PM - 7:30 PM	Private Appointment

January 23, 2020

9:30 AM - 9:45 AM	Update - Okenge/Fazil -- Fazil to call Okenge
10:00 AM - 10:30 AM	Check-In Mtg - Okenge/Shelley -- Security Concern
10:30 AM - 11:00 AM	Keep clear
11:00 AM - 11:30 AM	OPCC Letter - Okenge/Mark/Peter/John -- Via Skype - details below

January 23, 2020 Continued

11:40 AM - 12:00 PM	Black History Month - Okenge/Catherine -- Catherine to call Okenge
1:00 PM - 3:00 PM	Completed - Prep PowerPoint for DMC - Send to Shelley by 4pm
3:00 PM - 3:45 PM	Okenge / Rueben 1:1 -- Security Concern
4:00 PM - 4:30 PM	Project Update - Okenge/Norma -- Security Concern

January 24, 2020

All Day	Private Appointment
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 - 12:00 PM	Roundtable / DMC Debrief -- Security Concern
12:00 PM - 12:30 PM	Completed - REVIEW/SEND: Due Process - email from John Jan 23
1:00 PM - 1:30 PM	REVIEW/RESPOND: Revised DMCPSR Material from Rueben
1:30 PM - 2:30 PM	Weekly Update - Okenge/Shirley/Kelly --Security Concern
2:30 PM - 3:30 PM	Employee Onboarding - Okenge/Rueben/Irene --Security Concern
3:30 PM - 4:00 PM	New Job Survey Report - Okenge/Ian/Natalie/Shirley -- Security Concern

January 24, 2020 Continued

4:00 PM - 4:30 PM	Intro Mtg - Okenge/Kin --Security Concern
4:30 PM - 5:00 PM	Keep clear
5:00 PM - 5:30 PM	SIGN: Dir Appt - purple folder (email from Anita)

January 27, 2020

8:00 AM - 8:30 AM	REMINDER: ARRIVE TO WORK BY 8:40AM
8:30 AM - 9:00 AM	Travel
9:00 AM - 12:00 PM	Walkabout --Security Concern
1:00 PM - 1:30 PM	MTG: Okenge, Iris and Anita - Weekly Executive Recruitment Update -- Security Concern
1:30 PM - 3:30 PM	Executive Committee Meeting -- Executive Boardroom
3:30 PM - 4:00 PM	Completed - RESPOND: Conference Themes - email from Rueben Jan 27
4:00 PM - 4:30 PM	Completed - RESPOND: DM Review of Competition - email from Kelly Jan 27
4:30 PM - 5:00 PM	Update - Okenge/Diane --Security Concern
5:00 PM - 5:30 PM	Keep clear

January 28, 2020

10:00 AM - 10:30 AM	Travel
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January 28, 2020 Continued

10:30 AM - 12:30 PM	DMCPSR
12:30 PM - 1:00 PM	Travel
2:00 PM - 2:30 PM	Update - Okenge/Joanne/John -- Security Concern
3:00 PM - 3:30 PM	Update - Okenge/Joanne --Security Concern
3:30 PM - 4:00 PM	PHONE CALL Kaye Krishna & Okenge Yuma Morisho -- Okenge to call Kaye

January 29, 2020

8:00 AM - 8:30 AM	REMINDER: Arrive to work by 8:45am
8:30 AM - 9:00 AM	Travel
9:00 AM - 12:00 PM	Walkabout - Security Concern
1:00 PM - 1:45 PM	Okenge / Joanne: 1:1 -- Security Concern
2:00 PM - 3:00 PM	Walkabout .Security Concern
3:00 PM - 3:30 PM	Keep clear
3:30 PM - 4:00 PM	Intro Mtg - Okenge/Philip/Deb/Iris --Security Concern
4:00 PM - 4:45 PM	Okenge / Deb 1:1 --Security Concern

January 29, 2020 Continued

7:00 PM - 7:30 PM

Private Appointment

January 30, 2020

12:00 AM - 12:00 AM

WES Survey is open to complete (Jan 30-Feb 21)

9:00 AM - 10:00 AM

Prep for 3pm

10:00 AM - 10:30 AM

Budget - Okenge/Bruce/Sandra/Shirley -- Security Concern

10:30 AM - 11:00 AM

Keep clear

11:30 AM - 12:00 PM

Travel

12:00 PM - 1:30 PM

Chinese New Year Celebration -- Security Concern

1:30 PM - 2:00 PM

Travel

2:00 PM - 3:00 PM

Prep for 3pm

3:00 PM - 4:00 PM

PHONE CALL: Don Wright and Okenge Yuma Morisho - Weekly Meeting -- Okenge to call Don's cell

January 31, 2020

All Day

WES Survey is open to complete (Jan 30-Feb 21)
Please See Above

9:00 AM - 9:30 AM

Update - Okenge/Theresa -- Security Concern

10:00 AM - 11:00 AM

Weekly Update - Okenge/Shirley/Kelly -- Security Concern

January 31, 2020 Continued

11:00 AM - 11:30 AM **Project Update - Okenge/Norma** -- Security Concern

1:00 PM - 2:30 PM **Roundtable** -- Security Concern

2:30 PM - 3:15 PM **Okenge / John 1:1** -- Security Concern