

November 2, 2020

9:00 AM - 10:00 AM	Review Ministry Transition Binder
10:00 AM - 11:00 AM	MINISTER Touchbase -- MS Teams
11:30 AM - 12:30 PM	Lunch and Eapprovals
1:00 PM - 2:00 PM	DAG, DSG, DM Kot and ADM Dhaliwal - BCFNJS
2:30 PM - 4:00 PM	CITZ Executive Committee --
4:00 PM - 4:30 PM	Jill/CJ/Kerry Re: eApp 8939

November 3, 2020

8:30 AM - 10:00 AM	Review Ministry Transition Binder
10:00 AM - 11:00 AM	Bobbi
11:00 AM - 11:45 AM	Jill/Dean re: Bi-weekly --
12:00 PM - 1:00 PM	Lunch and Eapprovals
1:00 PM - 1:30 PM	Jill/Diane St. Hilair re: Mass Timber Pre-brief
3:00 PM - 4:30 PM	Corrections Capital PEB

November 4, 2020

7:00 AM - 8:00 AM	Personal Information
9:00 AM - 9:30 AM	Jill/JC: touch base --

November 4, 2020 Continued

9:30 AM - 11:00 AM	eApprovals
11:00 AM - 12:00 PM	MBCPS Panel
12:00 PM - 12:30 PM	Phone Call: Jill & Bobbi re: Prep for 3 pm today
12:30 PM - 1:00 PM	Lunch and Eapprovals
1:00 PM - 2:00 PM	Jill/Lisa re: Surface Pro + Printer
2:00 PM - 3:00 PM	eApprovals
3:00 PM - 4:00 PM	Supply Chain PPE --
4:00 PM - 4:10 PM	Phone Call: Jill & CJ

November 5, 2020

8:15 AM - 8:45 AM	Jill/CJ/Alex & Hayden re: ES Funding & Operating Model
9:00 AM - 10:00 AM	Jill/JC/Jennifer: touch base --
10:00 AM - 11:00 AM	eApprovals
11:00 AM - 12:00 PM	Jill/Bobbi re: Weekly Touch Base --
12:00 PM - 12:30 PM	Jill/Bobbi/Kerry and Jeannette re: Shredding
12:30 PM - 1:00 PM	Lunch and Eapprovals

November 5, 2020 Continued

1:00 PM - 2:00 PM	Busking for PECSF
2:30 PM - 2:45 PM	Call: Jill & Rueben re: DMCP SR
3:00 PM - 3:30 PM	Bev: touch base --
3:30 PM - 4:00 PM	Phone Call: Jill and Christina

November 6, 2020

8:30 AM - 10:00 AM	DMC
8:30 AM - 10:00 AM	DMC - Invite for Wes to attend with Jill
10:15 AM - 10:30 AM	Phone Call: Jill/Kerry re: DMC Follow-up
11:15 AM - 11:30 AM	Phone Call: Jill & Hayden re: DMC Follow-up
11:30 AM - 12:30 PM	Lunch and Eapprovals
12:45 PM - 1:30 PM	Special Digital Investment Board Meeting
1:30 PM - 4:30 PM	Eapprovals/emails/office work
4:30 PM - 5:00 PM	Monthly Test of Satellite Phone

November 9, 2020

9:30 AM - 10:00 AM	Introductory Call with CIB & Gov't of BC - re: Energy Efficient Building Retrofits
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November 9, 2020 Continued

10:00 AM - 11:00 AM	eApprovals
11:00 AM - 11:20 AM	Jill/Dean re: Staffing Requests
11:35 AM - 12:10 PM	Personal Information
12:00 PM - 1:00 PM	LUNCH
1:00 PM - 2:30 PM	eApprovals
2:30 PM - 4:00 PM	CITZ Executive Committee (2020 Mtg. Series) --
3:30 PM - 3:45 PM	ExComm to join Executive Director's Committee (Jill to discuss at ExComm at top of mtg)

November 10, 2020

8:00 AM - 9:00 AM	Private Appointment
9:00 AM - 2:00 PM	Executive Committee: ED Review Panel
2:00 PM - 2:30 PM	MINISTER: Roundtable
2:30 PM - 3:00 PM	Jill/Alex/Gary re: Security
3:00 PM - 4:30 PM	eApprovals
4:30 PM - 5:00 PM	DMs Meeting

November 11, 2020

8:00 AM - 5:00 PM

Remembrance Day

November 12, 2020

7:00 AM - 8:00 AM

Personal Information

9:00 AM - 9:30 AM

Jill/David re: Bi-weekly --

9:30 AM - 10:00 AM

eApprovals

10:00 AM - 10:30 AM

Jill/Hayden re: Digital Investment Board Pre-brief (Mtg. Nov 19)

10:30 AM - 11:00 AM

eApprovals

11:00 AM - 12:00 PM

Jill/JC/Jennifer: touch base --

12:30 PM - 1:00 PM

Lunch and Eapprovals

1:00 PM - 2:00 PM

Supply Chain PPE --

2:00 PM - 2:30 PM

Buffer

2:30 PM - 4:30 PM

eApprovals

November 13, 2020

8:00 AM - 5:00 PM

Personal
Information

November 16, 2020

8:30 AM - 9:30 AM

Jill/Hayden & Alex re: DIB Presentation Dry-run

November 16, 2020 Continued

9:30 AM - 10:00 AM	Buffer
10:00 AM - 11:00 AM	Jill/Bobbi/Tracee/Dawson/Leila re: HLTH PPE Distribution Initiative
11:00 AM - 11:30 AM	eApprovals
11:30 AM - 12:00 PM	Jill/JC: touch base --
12:00 PM - 1:00 PM	Lunch
1:00 PM - 5:00 PM	Executive Committee: ED Review Panel

November 17, 2020

8:30 AM - 1:00 PM	Executive Committee: ED Review Panel
1:00 PM - 1:30 PM	Lunch and Eapprovals
1:30 PM - 2:15 PM	Jill/Dean re: Bi-weekly --
2:30 PM - 3:00 PM	CALL: Corrections Capital PEB re EWA
3:00 PM - 3:30 PM	Bev: touch base --
3:45 PM - 4:00 PM	Jill/Sheila Reference Call

November 18, 2020

8:30 AM - 9:00 AM	Jill/Lisa re: Cell Phone
9:00 AM - 9:30 AM	Jill/JC: touch base --

November 18, 2020 Continued

9:30 AM - 10:00 AM	Jill/Courtney re: Bi-weekly --
10:30 AM - 11:00 AM	Mtg: Lori & Jill
11:30 AM - 12:00 PM	Phone Call: Jill and Christina
12:00 PM - 1:00 PM	Supply Chain PPE --
1:00 PM - 1:30 PM	Buffer
1:30 PM - 5:00 PM	Executive Committee: ED Review Panel
4:00 PM - 4:30 PM	Update

November 19, 2020

8:30 AM - 9:00 AM	Jill Kot/Bobbi Plecas
9:00 AM - 10:30 AM	Digital Investment Board Meeting
10:45 AM - 11:45 AM	Jill/Bobbi re: Weekly Touch Base --
11:45 AM - 12:15 PM	Jill/Bobbi/Tracee/Erik re: DMCPSC Pre-brief --
12:30 PM - 12:45 PM	Phone Call: Jill & Bev
12:45 PM - 1:30 PM	Lunch and Eapprovals

November 19, 2020 Continued

2:00 PM - 4:00 PM

DM Succession & Development Conversation (1 of 1) - CITZ

November 20, 2020

7:00 AM - 8:00 AM

Jill/Lori: Morning Walk --

8:30 AM - 10:00 AM

DMC

10:00 AM - 11:00 AM

MS Teams: Special ExComm re: COVID-19 Messaging

11:00 AM - 11:30 AM

Record Message for Don

11:45 AM - 12:15 PM

Jill/Dean re: Staffing Requests

12:15 PM - 1:00 PM

Lunch and Eapprovals

1:00 PM - 1:30 PM

Jill & JC: touch base --

2:30 PM - 3:00 PM

Jill/Katie Robb re: Reference Check

4:00 PM - 4:30 PM

Jill/CJ re: Touchbase

November 23, 2020

8:30 AM - 10:00 AM

eApprovals

10:00 AM - 10:30 AM

Jill/Lynda Terras re: Leadership 360 Call

10:30 AM - 11:00 AM

Prep for FPT

November 23, 2020 Continued

11:00 AM - 11:45 AM	Jill/CJ re: Bi-weekly Mtg --
12:00 PM - 1:00 PM	Lunch and Eapprovals
1:00 PM - 1:30 PM	Jill/Sunny re: Touch Base
2:30 PM - 4:30 PM	CITZ Executive Committee (2020 Mtg. Series) --

November 24, 2020

8:30 AM - 12:00 PM	eApprovals
12:00 PM - 12:30 PM	PHONE CALL: Jill & Terry Gunning
12:30 PM - 1:00 PM	Lunch and Eapprovals
1:00 PM - 3:30 PM	Executive Committee: ED Review Panel

November 25, 2020

9:00 AM - 9:30 AM	Jill/JC: touch base --
9:45 AM - 10:15 AM	Jill/Sunny/Jennifer re: UV Light Disinfection Pilot Proposal
10:30 AM - 11:00 AM	Jill/Vasuhi Collins re: Panel Discussion Follow-up
11:00 AM - 12:00 PM	Lunch and Eapprovals
12:00 PM - 1:00 PM	Supply Chain PPE --
1:30 PM - 2:00 PM	PHONE CALL: Jill/David re: Bi-weekly --

November 25, 2020 Continued

2:00 PM - 2:30 PM	Pop into SBC Mtg between 2:00 and 2:15 pm
2:30 PM - 3:30 PM	eApprovals
3:30 PM - 3:45 PM	Jill & Sunny/ re: Robson Square

November 26, 2020

8:00 AM - 10:00 AM	ED Review Panel Wrap-up
10:00 AM - 11:00 AM	eApprovals
11:00 AM - 12:00 PM	Jill/Bobbi re: Weekly Touch Base --
12:00 PM - 1:00 PM	Lunch and Eapprovals
1:00 PM - 2:00 PM	Do Not Book
2:00 PM - 4:00 PM	Cabinet Swearing In Ceremony
4:30 PM - 5:30 PM	DMC
6:00 PM - 7:00 PM	Special ExComm