

January 1, 2021

All Day	Sign-off Time and Leave
8:00 AM - 4:30 PM	A/DM Sunny Dhaliwal
8:00 AM - 4:30 PM	New Year's Day -- Canada

January 4, 2021

8:00 AM - 5:00 PM	A/DM Sunny Dhaliwal
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January 5, 2021

8:00 AM - 5:00 PM	A/DM Sunny Dhaliwal
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January 6, 2021

9:00 AM - 10:00 AM	Office Time/eApprovals
10:00 AM - 10:30 AM	Shauna/Sunny/Alex - Debrief
10:30 AM - 11:00 AM	Shauna/CJ/Kerry & Matt Reed re: PIPA
11:00 AM - 11:30 AM	Shauna/Jeanette re: Touchbase --
11:30 AM - 12:30 PM	Lunch
12:30 PM - 1:30 PM	Phone Call: Shauna & Bobbi Plecas re: Restoring Confidence App & Touch Base
1:30 PM - 2:00 PM	DM Briefing CALL: DMs Wood & Brouwer, Carl F. & Tracee S.
2:30 PM - 3:30 PM	Shauna/Sunny re: CBRE JEC Pre-brief (Mtg Jan 11) & FPT DM Heads of Public Works Committee

January 6, 2021 Continued

3:30 PM - 4:00 PM Shauna/Tracee/Dean/Geoff Haines/Leila Ball re: SPO Report Back + Labour Policy

4:30 PM - 5:00 PM Shauna/CJ/Alex re: Recovery Benefit Report Back (discussion)

January 7, 2021

11:00 AM - 11:30 AM Shauna/CJ/Susan - Connected Coast

12:00 PM - 4:00 PM Private Appointment

January 8, 2021

8:30 AM - 10:00 AM DMC

10:00 AM - 10:30 AM Discussion

11:15 AM - 11:30 AM (11:15) Meeting: Lori and Shauna re: Check in

11:30 AM - 12:00 PM MEETING: Lori, Shauna and Sunny re: ^{Cabinet Confidences}

12:15 PM - 1:00 PM Lunch

1:00 PM - 1:30 PM Phone Call: Shauna & Shannon Baskerville re: Touch Base

1:30 PM - 2:00 PM Shauna/Krystal re: Touchbase

2:00 PM - 3:00 PM Shauna/Jeanette/Rebecca re: Touchbase --

January 8, 2021 Continued

3:00 PM - 4:00 PM Discussion: How we work -- through Pandemic and beyond

4:00 PM - 4:30 PM eApprovals

January 11, 2021

8:30 AM - 9:00 AM Personal Appointment

9:10 AM - 9:40 AM Shauna/CJ/Alex re: OneDrive Next Steps & Compliance

9:40 AM - 10:00 AM eapprovals

10:00 AM - 10:45 AM Bi-weekly: Shauna/CJ --

11:00 AM - 1:30 PM Province of BC, Joint Executive Committee Meeting

1:30 PM - 2:30 PM Lunch

2:30 PM - 3:00 PM DM Briefing re: IT Asset Management Audit

3:00 PM - 4:30 PM CITZ Executive Committee (2021 Mtg. Series Part 1 - ends June 28) --

January 12, 2021

9:00 AM - 10:30 AM MINISTER: Roundtable

10:30 AM - 12:30 PM Shauna/CJ/Susan/Krista & Jeannette re: Connectivity

January 12, 2021 Continued

12:30 PM - 2:00 PM	Lunch
2:00 PM - 2:30 PM	Shauna/Neilane Mayhew re: Confidence App
2:30 PM - 3:00 PM	Shauna/Krystal/Kassandra re: Connected Coast
3:05 PM - 4:05 PM	MINISTER: PO Assignment

January 13, 2021

8:30 AM - 9:00 AM	Personal Appointment	
9:00 AM - 10:30 AM	Travel	
10:30 AM - 11:00 AM	Shauna/CJ/Alex/Dean & Stu re: Cabinet Confidences; Advice/Recommendations	(Pre-brief for Min. Mtg at 12:45)
11:15 AM - 11:45 AM	Shauna/Jeanette re: Touchbase --	
12:00 PM - 12:45 PM	Lunch	
12:45 PM - 1:15 PM	MINISTER: Cabinet Confidences; Advice/Recommendations	
1:20 PM - 1:30 PM	Phone call: Shauna/Sunny	
2:00 PM - 2:45 PM	Bi-weekly: Shauna & Dean --	

January 13, 2021 Continued

2:40 PM - 2:55 PM	MINISTER - Call with AG re: Report
3:00 PM - 4:00 PM	MINISTER- Last Mile Projects / Connected Coast Briefing
4:15 PM - 4:45 PM	Shauna/CJ/Kerry re: FOIPPA/PIPA Follow-up

January 14, 2021

9:00 AM - 9:30 AM	eApprovals
9:30 AM - 10:00 AM	Phone Call: Shauna & Kaye Krishna
10:00 AM - 10:30 AM	Shauna Brouwer/CJ Ritchie/Alex MacLennan & Mary Ann Yule, CEO of HP Canada re: Intro Mtg
10:30 AM - 11:15 AM	Bi-weekly: Shauna & Tracee (Pam Ness attending first 10 minutes of mtg) --
11:30 AM - 12:00 PM	Phone Call: Weekly Touch Base with Shauna & Krystal Smith --
12:00 PM - 1:00 PM	Lunch
1:15 PM - 1:45 PM	Bi-weekly: Shauna & David --
1:45 PM - 2:30 PM	eApprovals
2:30 PM - 3:00 PM	Shauna/CJ/Jeremy Coad re: OCIO Budget
3:00 PM - 3:30 PM	Shauna/Jill/CJ re: Connectivity

January 14, 2021 Continued

3:30 PM - 4:00 PM	Buffer Time
4:00 PM - 4:30 PM	Shauna/CJ/Susan re" Pre-brief for CityWest/SRD call (Mtg Jan 15)
4:30 PM - 5:00 PM	Catch up & Supply Chain: Tara/ Shauna

January 15, 2021

All Day	Sign-off Time and Leave
9:00 AM - 10:00 AM	Corrections Capital PEB
10:00 AM - 10:30 AM	Phone Call: Shauna & Mark Sieben re: Touch Base
10:30 AM - 11:15 AM	Bi-weekly: Shauna & Sunny --
11:30 AM - 12:00 PM	Introduction Meeting with DM Shauna Brouwer / Assoc. DM CJ Ritchie & Joel McKay, CEO of NDIT
12:00 PM - 12:15 PM	MINISTER: Briefing / Re: Workstations
12:15 PM - 12:45 PM	Lunch --
12:45 PM - 1:00 PM	Phone Call: Shauna & Sophia re: Request from Finance
2:00 PM - 3:00 PM	TB Discussion - DM/Dean Skinner/Tim Owen/Tony Dierick
3:15 PM - 3:30 PM	Shauna / CJ / Susan re: Touch Base

January 15, 2021 Continued

4:00 PM - 4:30 PM	Introduction Meeting: DM Shauna Brouwer / Assoc. DM CJ Richie with Dave Leitch of Strathcona Regional District / Stefan Woloszyn of CityWest & Paul Daniel, Connected Coast Strategic Advisor
4:30 PM - 5:00 PM	Buffer
5:00 PM - 5:30 PM	Phone Call: Shauna & Courtney

January 18, 2021

8:30 AM - 9:30 AM	Personal Information
9:30 AM - 10:00 AM	eApprovals
10:00 AM - 10:30 AM	Shauna/Sunny/Rebecca Guthrie & Matthew Andrews re: Wesbrook Mall
10:45 AM - 11:30 AM	Shauna/Tracee re: Continuation of 1:1 Mtg
11:30 AM - 12:00 PM	Shauna/Tracee/Erik Wanless re: DMC on Procurement and Strategic Contracts (DMCPSC) Pre-brief (Mtg Jan 26)
12:00 PM - 1:00 PM	Lunch
1:00 PM - 2:00 PM	Shauna/Jeanette/Jen re: Touch Base
2:00 PM - 2:30 PM	Phone Call: Shauna & Jill
2:30 PM - 3:15 PM	MINISTER: Cabinet Confidences

January 18, 2021 Continued

3:30 PM - 3:45 PM	Phone Call: Shauna & Courtney
3:45 PM - 4:30 PM	eApprovals
4:30 PM - 4:45 PM	4:30 PM Conference call: Shauna/Heather/Bobbi reg: Recruitment

January 19, 2021

All Day

Personal Information

9:00 AM - 9:30 AM	Shauna/CJ/Hayden re: DIB Pre-brief (Mtg Jan 21) + Boards Discussion
9:30 AM - 10:00 AM	Shauna/CJ/Hayden re: DM Integrated Data Pre-brief (Mtg Jan 29)
10:00 AM - 10:30 AM	eApprovals
10:30 AM - 11:00 AM	MINISTER: Naming Op Briefing
11:00 AM - 12:00 PM	MINISTER: Pre-brief for 1) MLA Babchuck and 2) MLA Rice Briefings
12:00 PM - 1:00 PM	Lunch
1:00 PM - 1:30 PM	MINISTER: Capital
1:30 PM - 2:00 PM	MINISTER: Briefing re: Clean BC
2:00 PM - 3:00 PM	eApprovals

January 19, 2021 Continued

3:15 PM - 3:45 PM	MINISTER: Briefing re: Surrey Hospital Lands
3:45 PM - 4:00 PM	MINISTER: Briefing re: Strategic Real Estate Services Overview
4:00 PM - 4:15 PM	MINISTER: Briefing re: Prince George Youth Correctional Centre

January 20, 2021

All Day	Personal Information
9:10 AM - 9:30 AM	Phone Call: Shauna & Susan
9:30 AM - 10:00 AM	Shauna/Jeanette re: Touchbase --
10:00 AM - 10:30 AM	Shauna/CJ/Corrie re: Confidence App Feedback
10:30 AM - 12:00 PM	Krystal/Kass/Alison/Shauna/CJ/Susan/Courtney/Krista re: Connectivity Communications
12:00 PM - 1:00 PM	Lunch
1:00 PM - 1:30 PM	Shauna & CJ re: Connectivity Projects
1:30 PM - 2:00 PM	eApprovals
2:00 PM - 3:00 PM	MINISTER: Meeting with MLA Rice and Babchuk re: Connected Coast - Last Mile

January 20, 2021 Continued

3:00 PM - 4:00 PM

eApprovals

4:00 PM - 4:30 PM

CALL: DMs/EFOs

January 21, 2021

8:30 AM - 9:30 AM

Discussion: Remote Work

9:00 AM - 11:00 AM

Digital Investment Board Meeting

11:00 AM - 11:30 AM

Shauna/CJ & Joel McKay of NDI

12:00 PM - 1:00 PM

Lunch

1:00 PM - 1:30 PM

eApprovals

1:30 PM - 2:00 PM

Shauna/Bev/Dean & Carol Prest re: Cabinet Confidences

2:00 PM - 2:30 PM

Shauna/Sunny & Tracee re: DMIIF Pre-brief (Mtg Jan 22)

2:30 PM - 3:00 PM

Shauna/David re: Reconciliation Action Plan

3:00 PM - 4:00 PM

Shauna/Jeanette/Jen re: Touchbase --

January 22, 2021

8:30 AM - 10:00 AM

DMC

January 22, 2021 Continued

10:00 AM - 11:00 AM	eApprovals
11:00 AM - 12:00 PM	11:00AM DMCE
12:00 PM - 1:00 PM	Lunch
1:00 PM - 2:30 PM	DMIIF
2:30 PM - 3:00 PM	Phone Call: Shauna and Alex
3:00 PM - 3:30 PM	Conference Call: Weekly Check-in: Krystal / Kass / Shauna (Krystal Moderator)
3:30 PM - 4:00 PM	Discussion: DMCP SR Agenda Review
4:00 PM - 4:45 PM	Shauna/Tracee/Robert O'Neill/Erik Wanless re: Procurement Overview

January 25, 2021

8:00 AM - 8:45 AM	CALL: DMs/EFOs
8:45 AM - 9:30 AM	Do not book
9:30 AM - 10:00 AM	Shauna / CJ / James Shypitka re: Telecom Deal
10:00 AM - 10:30 AM	Bi-weekly: Shauna/CJ --
10:30 AM - 11:00 AM	Do Not Book
11:00 AM - 11:15 AM	Shauna / CJ / Hayden & Sunny re: Touch Base

January 25, 2021 Continued

11:30 AM - 12:15 PM	Bi-weekly: Shauna & David --
12:15 PM - 1:00 PM	Lunch
1:00 PM - 1:45 PM	Shauna/Tracee/Erik Wanless/Krista Thomas & Leila Ball re: Cabinet Confidences
1:45 PM - 2:30 PM	eApprovals
2:15 PM - 2:30 PM	Phone Call: DM Shauna Brouwer & DM Shannon Flint (Prov of Alberta) re: Min Panda Mtg Jan 28
2:30 PM - 4:00 PM	Bi-weekly: CITZ Executive Committee (2021 Mtg. Series Part 1 - ends June 28) --
4:00 PM - 5:00 PM	Shauna / Dean / Tim Owen re: TB Update for DM

January 26, 2021

All Day	Personal Information
9:00 AM - 10:00 AM	eApprovals
10:00 AM - 10:30 AM	Shauna/Sunny re: Pre-brief for DM Intro Call with Michael Vandergrift, Co-Chair for FPT on Public Works Committee (Mtg Feb 1)
10:30 AM - 11:00 AM	Bi-weekly: Shauna & Sunny --
11:00 AM - 11:15 AM	Phone Call: Shauna Brouwer/Carl Fischer re: OAG Protocols
11:30 AM - 12:00 PM	Bi-weekly: Shauna & Tracee --

January 26, 2021 Continued

12:00 PM - 1:00 PM	Lunch
1:00 PM - 2:30 PM	DMC on Procurement Strategic Contracts (DMCPSC)
2:45 PM - 3:15 PM	Virtual Coffee with Shauna & Alex
3:15 PM - 3:45 PM	Shauna / CJ / Alex re: ES Report Back
4:00 PM - 4:45 PM	MINISTER: Connectivity

January 27, 2021

All Day	Personal Information
9:00 AM - 11:30 AM	Cabinet Meeting
9:00 AM - 9:15 AM	Phone Call: Shauna & Kerry
11:30 AM - 12:00 PM	Shauna/Jeanette re: Touchbase --
12:00 PM - 12:25 PM	Lunch
12:25 PM - 12:55 PM	MINISTER: Pre-brief for Pre-Brief for UBCM Electoral Area Directors' Forum
1:00 PM - 2:00 PM	Supply Chain meeting

January 27, 2021 Continued

2:00 PM - 2:30 PM	DM MEETING Kaye Krishna, Shauna Brouwer, CJ Ritchie
2:30 PM - 3:00 PM	eApprovals
2:45 PM - 2:50 PM	Phone Call: Shauna & Tracee re: DM Info for Min Panda call
3:10 PM - 3:30 PM	MINISTER: Pre-brief for Disaggregated Data meeting
3:30 PM - 4:15 PM	MINISTER: Meeting with PS Sing and PS Lore re: Disaggregated Data
4:15 PM - 5:15 PM	MINISTER: Connectivity Briefing / Discussion on Connected Coast w/ Don Bain

January 28, 2021

8:30 AM - 9:30 AM	DMC-DREM --
9:30 AM - 10:00 AM	Do Not Book
10:00 AM - 11:15 AM	TB - On standby
11:15 AM - 12:00 PM	TB Meeting
12:00 PM - 1:00 PM	Lunch
1:00 PM - 1:45 PM	eApprovals
1:45 PM - 2:00 PM	FMU Forum: Embracing Change Together
2:00 PM - 2:30 PM	eApprovals

January 28, 2021 Continued

2:30 PM - 3:00 PM

Shauna and Bev Bi-weekly --

3:00 PM - 5:00 PM

The 16th Annual Premier's Innovation and Excellence Awards

January 29, 2021

All Day

Sign-off Time and Leave

8:30 AM - 10:00 AM

DMC

10:00 AM - 10:45 AM

eApprovals

11:00 AM - 11:45 AM

MEETING: Lori and Shauna re: Bi-Monthly Check in --

12:00 PM - 1:00 PM

Lunch

1:00 PM - 2:30 PM

DM Integrated Data Board Meeting

2:30 PM - 3:15 PM

Shauna/Jeanette/Jen re: Touchbase --

3:30 PM - 4:15 PM

Shauna/Tracee/Dawson Brenner/Robert O'Neill re: PSD Operations Overview

4:30 PM - 5:00 PM

Phone Call: Shauna/Bev re: Pre-brief for FPT DM on Service Delivery (Mtg Feb 1)