

February 1, 2021

9:00 AM - 9:30 AM	Daily Health Check: February 1, 2021
9:30 AM - 11:00 AM	Meeting of the FPT DMs' Table on Service Delivery Collaboration
10:30 AM - 11:00 AM	MINISTER: Pre-brief for Joint Ministers' Meeting at 11 am
11:00 AM - 12:00 PM	Conference Call: Joint Minister's Meeting with PJH
12:00 PM - 1:00 PM	Lunch
1:00 PM - 2:00 PM	eApprovals
2:00 PM - 2:30 PM	Co-Chairs' Prep for FPT Deputy Heads of Public Works meeting
2:45 PM - 3:15 PM	Shauna / CJ / Hayden / Susan/ David & James Shypitka re: MoS and PS's Working Agreements Discussion
3:15 PM - 4:00 PM	eApprovals
4:00 PM - 5:00 PM	Shauna & Jill Inget re: Corporate Ethics Governance Council Orientation

February 2, 2021

All Day	MO Dedicated Day
9:00 AM - 10:30 AM	MINISTER: Roundtable
10:30 AM - 11:00 AM	MINISTER ^{Advice/Recommendations} Policy Framework

February 2, 2021 Continued

11:00 AM - 4:30 PM

Personal Information

February 3, 2021

All Day

MO Dedicated Day

9:30 AM - 10:30 AM

Shauna/David/Hayden/Kerry re: Cloud and PIA Process

10:30 AM - 11:00 AM

Phone Call: Shauna & Kevin re: Touch Base

11:00 AM - 11:30 AM

Buffer

11:30 AM - 12:00 PM

eApprovals

12:00 PM - 1:00 PM

Lunch

1:00 PM - 1:30 PM

Minister: Pre-Brief Shaw Meeting

1:30 PM - 2:30 PM

Minister: Shaw Meeting

3:15 PM - 3:45 PM

Bi-weekly: Shauna & Dean --

4:00 PM - 4:30 PM

Shauna/Jeanette re: Touch base

February 4, 2021

9:00 AM - 10:30 AM

FPT Deputy Heads of Public Works

10:45 AM - 11:30 AM

Follow-up Mtg with Shauna Brouwer, CJ Ritchie, Bob Long, David Leitch, SRD and Stefan Woloszyn, CityWest

February 4, 2021 Continued

11:30 AM - 12:00 PM	Phone Call: Weekly Touch Base with Shauna & Kass Lawal --
12:00 PM - 1:00 PM	Lunch/eApprovals
12:30 PM - 1:00 PM	Abbotsford Courthouse Official Opening
1:00 PM - 1:30 PM	Office Time/eApprovals
1:30 PM - 2:00 PM	Review: Draft DMCPSP Agenda
2:00 PM - 3:00 PM	Shauna/Jeanette/Jen re: Touchbase --
3:00 PM - 3:45 PM	Shauna/CJ/Susan and Howard re: NDIT/CityWest
4:00 PM - 4:30 PM	MINISTER: Meeting with MLB/Min. Ralston, EMLI re: Access to Hydro Poles

February 5, 2021

8:30 AM - 11:00 AM	DMC
11:00 AM - 11:30 AM	eApprovals
11:30 AM - 12:00 PM	Touch Base Neilane and Shauna
12:00 PM - 1:00 PM	Lunch
1:00 PM - 1:30 PM	Shauna/Tracee/Kerry re: Advice/Recommendations FOI & Disclosure
1:30 PM - 3:30 PM	1:30PM DMCE (Economy)

February 5, 2021 Continued

3:30 PM - 4:00 PM Shauna/Rumon Carter of CITZ & Krista Thomas re: Meet and Greet

4:00 PM - 5:00 PM Do Not Book

February 8, 2021

8:00 AM - 5:00 PM CJ A/DM

February 9, 2021

All Day MO Dedicated Day

8:00 AM - 5:00 PM CJ A/DM

9:00 AM - 10:45 AM MINISTER: Roundtable

February 10, 2021

All Day MO Dedicated Day

8:00 AM - 5:00 PM CJ A/DM

February 11, 2021

All Day Moose Hide Day -- Virtually

7:30 AM - 8:30 AM Working Remotely

8:30 AM - 9:00 AM Shauna, CJ, Dean, Sunny, Alex & Courtney re: Prep

9:00 AM - 9:30 AM MINISTER: Joint Minister's Meeting (MLB/MJO) with Buy Social

February 11, 2021 Continued

9:30 AM - 10:00 AM	MINISTER: Pre-brief for Capital Day
10:00 AM - 10:30 AM	Bi-weekly: Shauna & Bev --
10:30 AM - 11:00 AM	eApprovals / Prep for Capital Day
11:00 AM - 11:30 AM	MINISTER: Briefing / RE: Legislature and FOIPPA
11:30 AM - 12:00 PM	Phone Call: Weekly Touch Base with Shauna & Kass Lawal --
12:00 PM - 12:30 PM	Minister, Kass & Shauna re: PS Work Plan
12:30 PM - 1:15 PM	Lunch
1:15 PM - 1:30 PM	PHONE CALL: Shauna & Krista
1:30 PM - 2:00 PM	Shauna/Jeanette re: Touchbase --
2:00 PM - 2:45 PM	Please be on stand-by for Priorities & Planning Committee
2:45 PM - 4:00 PM	Priorities & Planning Committee
4:00 PM - 5:00 PM	Prep for Capital Day

February 12, 2021

All Day	Sign-off Time and Leave
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February 12, 2021 Continued

8:00 AM - 9:00 AM	In office today
9:00 AM - 10:30 AM	Prep for Capital Day
10:30 AM - 11:00 AM	Capital Day - On Stand-by
11:00 AM - 12:30 PM	Capital Day
12:45 PM - 1:30 PM	MEETING: Lori et al.
1:30 PM - 2:00 PM	eApprovals
2:00 PM - 2:30 PM	Phone Call: Shauna & Maya
2:30 PM - 3:00 PM	Bi-weekly: Shauna/Tracee
3:00 PM - 4:00 PM	Corporate Ethics Governance Council Orientation

February 15, 2021

8:00 AM - 5:00 PM	STAT Holiday - Family Day
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February 16, 2021

All Day	MO Dedicated Day
9:30 AM - 10:00 AM	Shauna/CJ/Hayden re: DIB Pre-brief (Mtg Feb 18)
10:00 AM - 10:30 AM	eApprovals

February 16, 2021 Continued

10:30 AM - 11:00 AM	Shauna/Jeanette re: Touchbase --
11:00 AM - 11:30 AM	Shauna/Dean re: Prep for Feb 18 DM Budget Mtg
11:30 AM - 12:00 PM	Shauna/Tracee/Rheannon re: DMC on Procurement and Strategic Contracts (DMCPSC) Pre-brief (Mtg Feb 23)
12:00 PM - 1:00 PM	Lunch
1:00 PM - 1:30 PM	Bi-weekly: Shauna/CJ (Jeremy Coad attending first 10 mins of mtg) --
1:30 PM - 2:00 PM	MINISTER: Meeting with UBCM President Brian Frenkel
2:00 PM - 2:15 PM	MINISTER: Meet and Greet with Gurmeet Sall, new Administrative Coordinator in MO
2:30 PM - 3:00 PM	TFW Border Measures (BC)
3:00 PM - 3:30 PM	Bi-weekly: Shauna & David --
3:30 PM - 4:00 PM	eApprovals

February 17, 2021

All Day	MO Dedicated Day
9:00 AM - 12:00 PM	Personal Information
12:00 PM - 12:30 PM	Shauna, Dean & Tim Owen
12:30 PM - 1:30 PM	Lunch

February 17, 2021 Continued

1:30 PM - 2:00 PM	eApprovals
2:00 PM - 3:00 PM	MINISTER: Corporate Registries Overview
3:00 PM - 4:45 PM	MINISTER: Roundtable

February 18, 2021

8:30 AM - 9:00 AM	Phone Call: Weekly Touch Base with Shauna & Kass Lawal --
9:00 AM - 10:30 AM	Digital Investment Board Meeting
10:30 AM - 11:30 AM	eApprovals
11:30 AM - 12:00 PM	MINISTER: Briefing for Minister Fleming (MOTI) re: Fibre in Highway Builds
12:00 PM - 12:30 PM	Lunch
12:30 PM - 12:45 PM	Call with Fazil
1:00 PM - 1:30 PM	Shauna, Dean & Tim
1:30 PM - 2:00 PM	MINISTER: Pre-brief for Telus Meeting
2:00 PM - 4:00 PM	DMCPSR --
4:00 PM - 5:00 PM	Do Not Book

February 19, 2021

8:30 AM - 10:00 AM	DMC
10:00 AM - 11:00 AM	Shauna/Jeannette/Jen re: Touchbase --
11:00 AM - 11:30 AM	eApprovals
11:30 AM - 12:00 PM	Shauna, CJ, Susan & Howard re: CityWest Proposals
12:00 PM - 1:00 PM	Lunch
1:00 PM - 2:00 PM	Shauna / Dean / Krista re: WES Communications
2:00 PM - 2:30 PM	eApprovals
2:30 PM - 3:00 PM	Phone Call: Shauna & Scott re: Touch Base
3:15 PM - 3:30 PM	MINISTER: Pre-brief for 3:30 meeting with MLA Babchuk and Rice re: Connected Coast
3:30 PM - 4:00 PM	MINISTER: Meeting with MLA Babchuk and Rice re: Connected Coast

February 22, 2021

9:00 AM - 10:00 AM	MINISTER: Meeting with Telus
10:00 AM - 12:00 PM	MINISTER: Roundtable
12:00 PM - 1:00 PM	Lunch
1:00 PM - 1:30 PM	Shauna/Teri re: Transition to CITZ

February 22, 2021 Continued

1:30 PM - 2:00 PM	MINISTER: Stakeholder call with NDIT
2:00 PM - 3:00 PM	eApprovals & work on draft bullets
3:00 PM - 4:00 PM	MINISTER: Keremeos Connectivity Event
4:00 PM - 4:30 PM	CITZ Executive Committee - MS Teams Training
5:00 PM - 5:30 PM	Phone Call: Shauna & Bev

February 23, 2021

All Day	MO Dedicated Day
9:00 AM - 9:30 AM	Bi-weekly: Shauna & Tracee --
9:30 AM - 10:00 AM	Phone Call: Shauna & Tom re: Touch Base
10:00 AM - 10:30 AM	MINISTER: Meeting with Microsoft
10:30 AM - 11:00 AM	eApprovals
11:00 AM - 11:30 AM	MINISTER: PS Work Plan Meeting
11:30 AM - 12:30 PM	Bi-weekly: CITZ Executive Committee (2021 Mtg. Series Part 1 - ends June 28) --

February 23, 2021 Continued

12:30 PM - 1:00 PM	Lunch
1:00 PM - 1:30 PM	Shauna, CJ, Hayden, Peter Watkins & Sophia Howse re: Advice to Minister
1:30 PM - 2:00 PM	Virtual Coffee with Shauna & CJ
2:00 PM - 3:00 PM	Shauna / CJ / Hayden & Jaimie Boyd re: Digital Framework, Progress Report & Next Steps
3:00 PM - 3:30 PM	Bi-weekly: Shauna & David --
3:30 PM - 4:25 PM	MINISTER: Meeting with Rogers

February 24, 2021

All Day	MO Dedicated Day
8:00 AM - 9:00 AM	Pink Shirt Day
9:00 AM - 9:45 AM	eApprovals
9:45 AM - 10:15 AM	Bi-weekly: Shauna & Sunny --

February 24, 2021 Continued

10:30 AM - 11:00 AM	Shauna/Jeanette re: Touchbase --
11:00 AM - 11:30 AM	Bi-weekly: Shauna & Dean --
11:30 AM - 12:00 PM	MCFD facilities planning
12:15 PM - 1:15 PM	Lunch --
1:00 PM - 1:30 PM	Shauna/CJ/Hayden re: DM Integrated Data Board Pre-brief (Mtg Mar 3)
1:30 PM - 2:00 PM	MEETING: Lori et al.
2:00 PM - 2:30 PM	Bi-weekly: Shauna/CJ --
2:30 PM - 3:00 PM	Shauna / CJ / Alex re: ES Strategic Partnerships and Outsourced Services Overview.
3:00 PM - 4:00 PM	MINISTER: Surplus Properties Update
4:05 PM - 4:35 PM	MINISTER: Meeting with HP Canada

February 25, 2021

8:30 AM - 9:00 AM	TFW Border Measures (BC)
9:00 AM - 12:00 PM	Corporate Executive
12:00 PM - 1:00 PM	Lunch
1:15 PM - 1:45 PM	MINISTER: Pre-brief for Minister Monsef Mtg at 1:45 pm

February 25, 2021 Continued

1:45 PM - 2:15 PM	MINISTER: Meeting with Federal Minister Monsef
2:15 PM - 3:45 PM	ExComm: Rise Leadership Final Project Group Presentation
3:45 PM - 4:15 PM	Bi-weekly: Shauna & Bev --
4:30 PM - 5:00 PM	Phone Call: Weekly Touch Base with Shauna & Kass Lawal --

February 26, 2021

All Day	Sign-off Time and Leave
9:00 AM - 10:30 AM	eApprovals
10:30 AM - 11:30 AM	Shauna/Jeannette/Jen re: Touchbase --
11:30 AM - 12:00 PM	Lunch
12:00 PM - 1:00 PM	80 +/- 65 + Reach Out
1:00 PM - 1:30 PM	Shauna / CJ / Alex & Gen Lambert re: Future of work & lessons learned from COVID
1:30 PM - 3:30 PM	1:30PM DMCE
2:15 PM - 2:35 PM	2:15PM DMCE Presentation
3:30 PM - 4:00 PM	DM Meeting: Shauna, Heather Wood, Dean Skinner, Tiffany Ma and Tim Owen re: CITZ Budget

February 26, 2021 Continued

4:00 PM - 5:00 PM

Do Not Book