

March 1, 2021

8:30 AM - 9:30 AM	1:1 Tara / Alex --
9:30 AM - 10:00 AM	Check - in / Tara / Jennifer
10:00 AM - 10:45 AM	HR Meeting / Tara / Alex / Gaylynn --
11:00 AM - 11:45 AM	MMF Briefing / Advice/Recommendations
11:45 AM - 12:15 PM	Blocked
12:15 PM - 1:00 PM	1:1 Tara / Dave --
1:00 PM - 1:30 PM	Supply Chain meeting
1:30 PM - 2:00 PM	QP
1:30 PM - 1:45 PM	Touch base re DMC-Covid / Tara / Shannon
2:00 PM - 5:00 PM	DM CNR --
4:00 PM - 5:00 PM	1:1 Tara / Madeline --

March 2, 2021

8:30 AM - 9:00 AM	1:1 Tara / Michelle --
9:00 AM - 10:00 AM	DMC on COVID --
10:00 AM - 11:00 AM	DM MEETING Tara Richards & Kaye Krishna - Community Resilience & Collaboration
10:15 AM - 10:45 AM	QP

March 2, 2021 Continued

11:00 AM - 12:00 PM	Business Plan Priority criteria / Tara / Tom
11:30 AM - 12:00 PM	FYI Search and Rescue Volunteer Memorial Day Proclamation
12:00 PM - 1:00 PM	Blocked
1:00 PM - 4:00 PM	Modernization Resource Requirements --
4:00 PM - 4:30 PM	Cabinet Public Safety update / Tara / Tom --
4:30 PM - 5:00 PM	1:1 Tara / Tom

March 3, 2021

8:30 AM - 9:30 AM	EPA 2.0
9:30 AM - 10:00 AM	Executive meeting / Tara / Madeline / Dave / Alex / Cameron
10:00 AM - 12:00 PM	Hold for Cabinet
10:00 AM - 11:30 AM	DMCR All Staff Meeting
12:00 PM - 12:30 PM	Blocked
12:30 PM - 1:30 PM	1:1 Tara / Cameron --
1:30 PM - 2:00 PM	
1:30 PM - 2:00 PM	Cabinet Confidences
1:30 PM - 2:00 PM	QP

March 3, 2021 Continued

2:00 PM - 3:00 PM	EPA Team Meeting
3:00 PM - 3:30 PM	EMBC TEAMS Briefing / Tara / Madeline / Pader / Brendan / Ron / (Dave optional)
3:30 PM - 4:00 PM	Catch-up
4:00 PM - 4:30 PM	Estimates TOC review / Tara / Sandra

March 4, 2021

8:30 AM - 9:00 AM	Breakfast with Oliver
9:00 AM - 12:00 PM	Board of Directors
10:15 AM - 10:45 AM	QP
12:00 PM - 1:00 PM	Blocked
1:00 PM - 2:00 PM	1:3 / Tara / Chrissy / Matt / Jennifer --
2:00 PM - 2:30 PM	Supply Chain Strategy / Tara / Dave / Kathryn / Chrissy / Matt / Jennifer
2:30 PM - 4:00 PM	Exec meeting
4:00 PM - 5:00 PM	1:1 Tara / Heather --

March 5, 2021

8:30 AM - 10:00 AM	DMC --
10:00 AM - 11:00 AM	WES Vision, Mission, Goals WG -- Microsoft Teams Meeting

March 5, 2021 Continued

11:00 AM - 12:30 PM	Executive Committee Meeting / Tara / Madeline / Dave / Alex / Cameron / Tom / Sandra --
12:00 PM - 12:30 PM	Declaration Act presentation to Executive
12:30 PM - 1:00 PM	Blocked
1:00 PM - 3:00 PM	Diversity and Inclusion: Foundations for Executive (Module 4 of 4)
4:00 PM - 5:00 PM	Check In --

March 8, 2021

8:30 AM - 9:30 AM	1:1 Tara / Alex --
9:30 AM - 10:15 AM	HR Meeting / Tara / Alex / Gaylynn --
10:30 AM - 11:00 AM	Call Amy
11:00 AM - 11:30 AM	Travel
11:20 AM - 12:20 PM	Personal Information
12:00 PM - 12:30 PM	Travel
12:30 PM - 1:00 PM	Blocked
1:00 PM - 1:30 PM	Tara/Karl Bi-Monthly --
1:30 PM - 2:00 PM	QP
2:00 PM - 3:00 PM	1:1 Tara / Dave --
3:00 PM - 4:30 PM	Organizational Effectiveness / Tara / Madeline / Dave / Alex / Cameron / Tom / Gaylynn --

March 9, 2021

8:30 AM - 9:00 AM	Pre-brief PS Rice Monthly Workplan review / Tara / Cameron / Ron
9:00 AM - 10:00 AM	DMC on COVID --
10:00 AM - 11:00 AM	NE & NW Regional Catch Up w/DM Richards & ADM Maley
10:15 AM - 10:45 AM	QP
11:00 AM - 11:30 AM	Encampment Briefing / Tara / Madeline / Brian
11:30 AM - 12:30 PM	YVR-BC COVID Steering Committee Meeting --
12:30 PM - 1:00 PM	Blocked
1:00 PM - 3:00 PM	Executive Discussion
3:15 PM - 3:45 PM	Cabinet Public Safety update / Tara / Tom --
4:00 PM - 4:30 PM	1:1 Tara / Tom --
5:00 PM - 5:30 PM	Travel
5:30 PM - 7:30 PM	Private Appointment

March 10, 2021

9:00 AM - 10:00 AM	SEA/CTL Regional Catch Up w/ DM Richards & ADM Maley
9:30 AM - 10:00 AM	Weekly Calendar & Priorities / Tara / Sandra / Agnes --

March 10, 2021 Continued

10:00 AM - 12:00 PM	Hold for Cabinet
10:00 AM - 11:00 AM	1:1 Tara / Madeline --
12:00 PM - 1:00 PM	Blocked
1:00 PM - 2:00 PM	Supply Chain meeting --
1:30 PM - 2:00 PM	QP
2:00 PM - 2:30 PM	Travel
2:30 PM - 3:00 PM	PS Rice Monthly Workplan meeting / PS Rice/ DM Richards / Andrew Douglas / Cameron Lewis / Ron Burleson / Jordan Turner
3:00 PM - 3:30 PM	Travel
3:30 PM - 4:30 PM	Wildfire Season – Brief by BCWS
4:30 PM - 5:30 PM	Private Appointment

March 11, 2021

8:00 AM - 9:00 AM	1:1 Tara / Cameron --
9:00 AM - 10:00 AM	EPA 2.0 --
10:00 AM - 11:00 AM	1:1 Tara / Michelle --
10:15 AM - 10:45 AM	QP
11:00 AM - 11:30 AM	Strategic Plan Work
11:45 AM - 12:00 PM	Cabinet Confidences / Tara / Andrew

March 11, 2021 Continued

12:00 PM - 1:00 PM	Blocked
1:00 PM - 2:00 PM	Joint EMBC/ MUNI Executive monthly meeting --
2:00 PM - 3:00 PM	Executive Discussion
3:00 PM - 3:30 PM	Touch base: Tara / Dave / Andrew / Melanie
3:30 PM - 4:00 PM	Executive Discussion
4:00 PM - 6:00 PM	COVID Ctee Meeting

March 12, 2021

10:30 AM - 11:30 AM	1:1 Tara / Heather --
11:30 AM - 12:00 PM	Blocked
12:00 PM - 1:00 PM	Executive Discussion
1:00 PM - 2:00 PM	WES Vision, Mission, Goals WG
2:00 PM - 3:30 PM	Executive Committee Meeting / Tara / Madeline / Dave / Alex / Cameron / Tom / Sandra --
2:15 PM - 2:45 PM	Exec Committee / Michelle
3:00 PM - 3:30 PM	Join Executive Cmte Meeting - Kayla Pepper

March 15, 2021

8:30 AM - 9:30 AM	1:1 Tara / Alex --
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March 15, 2021 Continued

10:30 AM - 11:00 AM	HR Meeting / Tara / Alex / Gaylynn --
11:00 AM - 11:30 AM	IT & Operational Emergency Systems Branch meeting with DM Richards
11:30 AM - 12:30 PM	Blocked
12:45 PM - 2:00 PM	1:1 Tara / Dave & FNLC Pre-brief --
1:30 PM - 2:00 PM	QP
2:00 PM - 5:00 PM	DMCNR -

March 16, 2021

9:00 AM - 10:00 AM	DMC on COVID --
10:15 AM - 10:45 AM	QP
11:30 AM - 12:00 PM	Weekly Calendar & Priorities / Tara / Sandra / Agnes --
12:00 PM - 1:00 PM	Blocked
1:00 PM - 2:00 PM	SWE Regional Office Catch Up w/DM Richards & ADM Maley
2:00 PM - 2:30 PM	Private Appointment
3:00 PM - 3:30 PM	Cabinet Public Safety update / Tara / Tom --
3:30 PM - 4:30 PM	EPA 2.0 --

March 17, 2021

8:30 AM - 9:00 AM	1:1 Tara / Michelle --
9:00 AM - 10:00 AM	VIR Regional Catch Up w/DM Richards & ADM Maley
10:00 AM - 12:00 PM	Hold for Cabinet
11:15 AM - 12:00 PM	1:1 Tara / Tom --
12:00 PM - 1:00 PM	Blocked
1:00 PM - 2:00 PM	1:1 / Tara / Chrissy / Matt --
1:30 PM - 2:00 PM	QP
2:00 PM - 3:00 PM	Executive Meeting
3:00 PM - 4:00 PM	WES Vision, Mission, Goals WG
4:30 PM - 4:45 PM	Touch base: Tara/Scott

March 18, 2021

9:00 AM - 10:00 AM	EMBC All Staff Meeting --
10:05 AM - 10:15 AM	Touch base: Tara/Okenge
10:15 AM - 10:45 AM	QP
10:15 AM - 10:30 AM	touch base: Tara/ Pader
10:30 AM - 12:00 PM	Exec and Senior Leadership Meeting

March 18, 2021 Continued

12:00 PM - 1:30 PM	Blocked
1:30 PM - 2:00 PM	Discussion: Year 1 Priorities
2:00 PM - 3:30 PM	FNLC Biweekly Meeting

March 19, 2021

8:30 AM - 10:00 AM	DMC --
10:00 AM - 11:00 AM	1:1 Tara / Cameron --
11:00 AM - 11:45 AM	MMF Briefing EMBC
11:45 AM - 12:45 PM	1:1 Tara / Heather --
12:45 PM - 1:00 PM	Touch base Tk'emlúps: Tara/Madeline/Alex
1:30 PM - 2:00 PM	Blocked
2:00 PM - 3:30 PM	Executive Committee Meeting / Tara / Madeline / Dave / Alex / Cameron / Tom / Sandra --
2:15 PM - 2:45 PM	Risk Presentation to Executive - Melissa to join Exec

March 22, 2021

1:30 PM - 2:00 PM	QP
4:00 PM - 4:30 PM	FYI - PS Rice briefing re BC Wildfire Services

March 23, 2021

9:00 AM - 10:00 AM	DMC on COVID --
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March 23, 2021 Continued

10:15 AM - 10:45 AM	QP
11:00 AM - 11:30 AM	Finance/CCS/Facilities/Business Continuity Branch Meeting with DM Richards
11:30 AM - 12:00 PM	Provincial Response to Cabinet Confidences
12:00 PM - 1:00 PM	Blocked --
1:30 PM - 2:00 PM	Follow up / Tara / Blair
2:00 PM - 2:30 PM	MJO BRIEFING w/EMBC Cabinet Confidences; Advice/Recommendations
2:30 PM - 3:30 PM	1:1 Tara / Alex --
3:30 PM - 4:00 PM	1:1 & Cabinet Public Safety update: Tara / Tom --

March 24, 2021

8:30 AM - 9:00 AM	1:1 Tara / Michelle --
9:00 AM - 9:15 AM	MDEC Exercise: Tara/Dave
9:30 AM - 10:30 AM	Executive meeting/EPA Resourcing
10:30 AM - 11:00 AM	Weekly Calendar & Priorities / Tara / Sandra / Agnes --
11:00 AM - 11:30 AM	Hold for Cabinet
11:30 AM - 12:00 PM	1:1 / Tara / Chrissy / Matt --
12:00 PM - 1:00 PM	Blocked

March 24, 2021 Continued

1:00 PM - 2:00 PM	Meeting with Province
1:30 PM - 2:00 PM	QP
2:30 PM - 3:00 PM	EMMU & Pub Ed Team meeting with DM Richards
3:00 PM - 4:30 PM	Organizational Effectiveness / Tara / Madeline / Dave / Alex / Cameron / Tom / Gaylynn --

March 25, 2021

8:30 AM - 9:15 AM	Tara/Alex/Gaylynn
9:30 AM - 9:45 AM	Touch base: Tara/ Okenge
10:00 AM - 11:00 AM	1:1 Tara / Cameron --
10:15 AM - 10:45 AM	QP
11:00 AM - 12:00 PM	EPA 2.0 --
12:00 PM - 12:45 PM	Blocked
12:45 PM - 2:00 PM	1:1 Tara / Heather (in person) --
1:30 PM - 2:00 PM	FYI - Firesmart Community Advisory Committee - PS Rice speaking / Ron attending
2:00 PM - 3:30 PM	COVID Ctee Meeting

March 26, 2021

All Day	Personal Information
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All Day	Personal Information
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March 26, 2021 Continued

8:00 AM - 8:30 AM	Travel
8:30 AM - 10:00 AM	DMC --
10:00 AM - 10:30 AM	Travel
11:00 AM - 11:30 AM	1:1 Tara / Madeline --
11:30 AM - 12:00 PM	Pre-brief (Cabinet Confidences; Advice/Recommendations) / Tara / Madeline / Brian
12:00 PM - 1:00 PM	Blocked
1:00 PM - 2:00 PM	1:1 Tara / Dave --
2:00 PM - 3:30 PM	Executive Committee Meeting / Tara / Madeline / Dave / Alex / Cameron / Tom / Sandra --
2:00 PM - 2:30 PM	VMG Business Plan - presentation to Exec Ctee meeting
3:30 PM - 4:00 PM	Call: Darlene, Kathy, Tara, Madeline, Alex

March 29, 2021

8:30 AM - 9:00 AM	Ad hoc DMC Meeting
9:00 AM - 9:45 AM	1:1 Tara / Alex --
9:45 AM - 10:00 AM	Ad-hoc Exec Meeting / Tara / Madeline / Dave / Alex / Cameron / Tom / Sandra
10:30 AM - 11:00 AM	Office work
11:00 AM - 12:00 PM	MMF Briefing re: EPA 11:00-11:30am & Follow up 11:30-12:00pm
12:00 PM - 1:00 PM	Blocked

March 29, 2021 Continued

12:00 PM - 12:30 PM	Call- Erin
1:00 PM - 1:45 PM	1:1 Tara / Dave --
1:45 PM - 2:00 PM	Executive Touch Base
2:00 PM - 2:30 PM	HR Meeting / Tara / Alex / Gaylynn --
2:45 PM - 3:30 PM	1:1 Tara / Madeline --
3:30 PM - 4:30 PM	Covid ad hoc meeting

March 30, 2021

9:00 AM - 10:00 AM	DMC on COVID --
11:00 AM - 12:00 PM	WES Vision, Mission, Goals WG
12:00 PM - 1:00 PM	Blocked
1:00 PM - 3:00 PM	EPA 2.0 --
3:00 PM - 3:30 PM	DMC-DREM agenda planning
3:30 PM - 4:00 PM	Cabinet Public Safety update / Tara / Tom --
4:00 PM - 4:30 PM	Advice/Recommendations: Tara/Madeline/Ian/James Intergovernmental

March 31, 2021

8:30 AM - 8:45 AM	FN Engagement / Tara / Doug
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March 31, 2021 Continued

9:00 AM - 10:00 AM	OFC Team Catch Up w/DM Richards & ADM Maley
10:00 AM - 10:30 AM	Weekly Calendar & Priorities / Tara / Sandra / Agnes --
10:30 AM - 11:00 AM	1:1 Tara / Tom --
11:00 AM - 12:00 PM	Hold for Cabinet
12:00 PM - 1:00 PM	Blocked
1:00 PM - 2:00 PM	1:1 Tara / Cameron (+Alex first portion) --
3:00 PM - 3:30 PM	Lori and Tara re: Bi-monthly check in