

March 1, 2021

8:30 AM - 9:00 AM	Senior Staff Meeting --
9:00 AM - 9:45 AM	MEETING: Agendas --
9:45 AM - 10:30 AM	(9:45) Planning and Priorities Secretariat --
11:00 AM - 11:15 AM	GCCs
11:30 AM - 12:00 PM	Private Appointment
12:00 PM - 12:15 PM	Team huddle - post "agenda meetings" --
1:00 PM - 1:45 PM	MEETING: Lori and Donna re: Bi-Monthly Check in --
3:00 PM - 3:30 PM	Leg list touch base --
3:45 PM - 4:30 PM	Cabinet Briefing

March 2, 2021

8:30 AM - 9:00 AM	(Don Bain to lead) Senior Staff Meeting --
10:00 AM - 10:30 AM	First bi-weekly meeting: Donna and Geoff
2:00 PM - 2:15 PM	Review: 30-60-90 Report Template
2:30 PM - 3:00 PM	Capital Park ShareSpace Planning Update
4:30 PM - 5:15 PM	Briefing: CleanBC

March 3, 2021

8:30 AM - 9:00 AM	(Amber Hockin to lead) Senior Staff Meeting --
9:00 AM - 12:00 PM	Cabinet
2:00 PM - 2:20 PM	Personal Information
2:30 PM - 6:30 PM	Treasury Board
2:30 PM - 2:50 PM	EMLI Executive Presentation 2:30-2:50
3:00 PM - 4:30 PM	Central DM Committee Meeting Re: Crown Mandate Letters

March 4, 2021

8:30 AM - 9:00 AM	Senior Staff Meeting --
9:00 AM - 9:30 AM	MEETING: Doug, Donna
9:30 AM - 10:00 AM	Donna & Jeremy Catch-up
10:30 AM - 11:00 AM	One on One - Donna/Paul --
11:30 AM - 12:30 PM	Private Appointment
1:00 PM - 1:15 PM	Social Services Sector
3:30 PM - 6:00 PM	FYI - PP

March 5, 2021

8:30 AM - 10:00 AM	DMC --
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March 5, 2021 Continued

8:30 AM - 9:00 AM	Amber Hockin to lead: Senior Staff Meeting --
11:30 AM - 11:45 AM	Quick Q re: gender results framework?
12:00 PM - 12:30 PM	Meeting re: Accessibility Legislation
1:00 PM - 3:00 PM	Diversity and Inclusion: Foundations for Executive (Module 4 of 4)
1:00 PM - 2:00 PM	PPS team mtg --
3:00 PM - 3:15 PM	Touch base on comms planning --
3:30 PM - 4:00 PM	Touch base: Paul/Donna
4:00 PM - 5:00 PM	Check In --

March 8, 2021

8:45 AM - 9:30 AM	(8:45)MEETING: Agendas --
10:00 AM - 12:00 PM	FYI - ELUC
10:00 AM - 10:30 AM	Band 3
11:00 AM - 1:30 PM	Confirmed for interview panels
1:30 PM - 1:45 PM	Team huddle - post "agenda meetings" --
2:45 PM - 3:00 PM	Leg list touch base --
4:00 PM - 4:30 PM	Committee check-in

March 8, 2021 Continued

4:45 PM - 5:15 PM

4:45PM MEETING with Lori and Donna Sanford - Environmental Framework

March 9, 2021

8:30 AM - 9:00 AM

Senior Staff Meeting --

9:00 AM - 11:30 AM

Confirmed for interview panels

12:00 PM - 3:30 PM

Confirmed: interview panel

1:30 PM - 2:30 PM

Cabinet Briefing

2:00 PM - 4:00 PM

FYI - LRC

3:30 PM - 4:00 PM

Call: Christine / Donna

4:00 PM - 5:00 PM

Lia/Donna/Jon/JM

March 10, 2021

8:30 AM - 9:00 AM

Senior Staff Meeting --

9:00 AM - 12:00 PM

Cabinet

12:10 PM - 12:30 PM

GCCs

1:00 PM - 2:30 PM

Central DM Committee Meeting Re: Crown Mandate Letters

2:30 PM - 5:15 PM

Confirmed - interview panels

March 11, 2021

8:30 AM - 9:00 AM	Senior Staff Meeting --
10:00 AM - 10:30 AM	Discussion: Meetings with DMs
10:45 AM - 11:00 AM	15 minutes: Geoff, Lori, Donna
11:30 AM - 12:00 PM	Jessica/Donna
1:00 PM - 1:45 PM	MEETING: DM/ADM Committees – going forward
2:00 PM - 2:30 PM	BC futures -- 3033
2:30 PM - 3:00 PM	2:30PM TEAMS: Lori, Donna, Amy, Geoff, Will, Eric re: Fall Legislation
4:00 PM - 6:00 PM	FYI - COVID Committee
4:00 PM - 5:15 PM	Confirmed - interview panel

March 12, 2021

8:30 AM - 9:00 AM	Don Bain to lead: Senior Staff Meeting --
9:00 AM - 9:15 AM	Reference check
10:15 AM - 10:30 AM	Reference check
10:30 AM - 11:00 AM	Band 1 final steps
11:00 AM - 11:30 AM	Year 1 priorities

March 12, 2021 Continued

11:45 AM - 12:00 PM	Private Appointment
12:30 PM - 1:00 PM	One on One - Donna/Paul --
1:00 PM - 2:00 PM	PPS team mtg --
2:00 PM - 3:30 PM	Confirmed - interview panel

March 15, 2021

8:15 AM - 8:45 AM	GCC Economy: Co-Chair's Briefing
8:30 AM - 9:00 AM	Senior Staff Meeting --
9:00 AM - 9:45 AM	MEETING: Agendas --
10:00 AM - 12:00 PM	FYI - CCE
12:00 PM - 12:15 PM	Team huddle - post "agenda meetings" --
1:00 PM - 1:20 PM	Check-in with Donna Sanford, Jon Robinson, Robyn Spilker
2:30 PM - 3:30 PM	Briefing: Fall Legislation -- Security Concern
3:30 PM - 4:30 PM	Cabinet Briefing
7:00 PM - 9:00 PM	GCCE - Government Caucus committee on Economy

March 16, 2021

8:30 AM - 9:00 AM	Senior Staff Meeting --
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March 16, 2021 Continued

9:00 AM - 10:15 AM	CONFIRMED - Band 3 panel
10:00 AM - 10:45 AM	AFF Priorities
11:00 AM - 12:00 PM	FYI - AOC
11:30 AM - 12:00 PM	Discussion: Year 1 Priorities
12:30 PM - 1:00 PM	gender results framework -- possible next steps
1:00 PM - 1:15 PM	Donna/Matt
1:30 PM - 2:00 PM	Discussion: Year One Priorities
2:00 PM - 6:00 PM	Treasury Board
2:30 PM - 3:00 PM	GCC Debrief
3:15 PM - 3:45 PM	Discussion: Year 1 Priorities
3:30 PM - 4:00 PM	Discussion: Year 1 Priorities
4:00 PM - 4:15 PM	Reference check

March 17, 2021

8:30 AM - 9:00 AM	Senior Staff Meeting --
9:00 AM - 11:30 AM	Cabinet

March 17, 2021 Continued

9:00 AM - 9:30 AM	Discussion: Year 1 Priorities
10:30 AM - 11:00 AM	Discussion: Year 1 Priorities
11:00 AM - 11:30 AM	Discussion: Year 1 Priorities
11:30 AM - 12:00 PM	Discussion: Year 1 Priorities
1:00 PM - 1:30 PM	Bi-weekly check-in: Geoff and Donna --
2:30 PM - 3:00 PM	Donna/Nammi
3:00 PM - 4:30 PM	CONFIRMED - Band 3 panel

March 18, 2021

8:30 AM - 9:00 AM	Senior Staff Meeting --
9:00 AM - 12:00 PM	CONFIRMED - Band 3 panel
9:30 AM - 10:30 AM	Discussion: Year 1 Priorities
1:00 PM - 1:30 PM	One on One - Donna/Paul --
1:30 PM - 2:00 PM	Discussion: Year 1 Priorities
2:15 PM - 4:15 PM	FYI - PP
4:30 PM - 5:00 PM	GCC Economy Co-Chair's Debrief

March 19, 2021

8:30 AM - 10:00 AM	Donna on Teams - DMC --
8:30 AM - 9:00 AM	Senior Staff Meeting --
10:00 AM - 12:00 PM	HOLD - BAND 3 INTERVIEWS
11:45 AM - 12:00 PM	Stacy/Donna
1:00 PM - 2:00 PM	PPS team mtg --
1:00 PM - 1:30 PM	Discussion: Year 1 Priorities
1:30 PM - 2:00 PM	Calls to Kursti, Katie, Todd
2:00 PM - 4:00 PM	FYI - SI
3:30 PM - 4:00 PM	Continuation: Year 1
4:00 PM - 5:00 PM	Check In --

March 22, 2021

8:30 AM - 9:00 AM	Senior Staff Meeting --
9:00 AM - 9:45 AM	MEETING: Agendas --
9:45 AM - 10:30 AM	9:45AM Planning and Priorities Secretariat --
10:00 AM - 12:00 PM	JM Attending - ELUC

March 22, 2021 Continued

10:00 AM - 10:30 AM	Discussion: Year 1 Priorities
11:30 AM - 12:00 PM	GCC Social Initiatives: Co-Chair's Briefing
12:00 PM - 12:15 PM	Team huddle - post "agenda meetings" --
2:00 PM - 2:15 PM	Ref Check -- Call
3:00 PM - 5:00 PM	FYI - MHAH
3:00 PM - 3:30 PM	Leg list touch base --
3:30 PM - 4:30 PM	Cabinet Briefing
4:30 PM - 4:45 PM	Donna/Kelly
7:00 PM - 9:00 PM	GCCSI - Government Caucus Committee - Social Initiatives

March 23, 2021

8:30 AM - 9:00 AM	Senior Staff Meeting --
9:00 AM - 9:30 AM	Donna/Neil
10:00 AM - 11:00 AM	Year 2-4 Planning
2:00 PM - 3:00 PM	FYI - LRC
2:15 PM - 2:30 PM	Chris/Donna
4:00 PM - 4:30 PM	Discussion: Year 1 Priorities

March 23, 2021 Continued

5:30 PM - 5:45 PM

Amber/Donna

March 24, 2021

8:30 AM - 9:00 AM

Senior Staff Meeting --

9:00 AM - 11:30 AM

Cabinet

2:00 PM - 2:30 PM

Anne Marie

2:30 PM - 4:30 PM

Treasury Board - Mar 24

3:00 PM - 5:00 PM

Central DM Committee Meeting Re: Crown Mandate Letters

March 25, 2021

8:30 AM - 9:00 AM

Senior Staff Meeting --

9:30 AM - 10:00 AM

Request: Feedback on Director, Planning and Priorities Secretariat, Req #74606

10:00 AM - 10:15 AM

CleanBC

10:30 AM - 10:45 AM

quick Q re: mandate letter wording?

1:30 PM - 2:00 PM

MEETING: MIRR Core Executive Presentation re: P & P Secretariat

2:00 PM - 3:30 PM

FYI - COVID Committee

2:00 PM - 3:00 PM

All-Staff Meeting

3:30 PM - 3:45 PM

Private Appointment

March 25, 2021 Continued

4:00 PM - 5:00 PM MEETING: Lori, Christina, Jill, Eric, Amy, Silas and Donna re: Monthly PO Exec Meeting --

March 26, 2021

8:30 AM - 10:00 AM Donna^{Security Concern}, DMC --

8:30 AM - 9:00 AM Senior Staff Meeting --

10:00 AM - 12:00 PM DMCHH

10:45 AM - 11:00 AM Behn - feedback

11:00 AM - 11:30 AM Feedback Check IN

1:00 PM - 2:00 PM PPS team mtg --

2:00 PM - 2:30 PM Touch base

3:00 PM - 3:30 PM Touch Base / Quick Office tour

March 29, 2021

8:30 AM - 9:00 AM Ad hoc DMC Meeting

8:30 AM - 9:00 AM Senior Staff Meeting --

9:00 AM - 9:45 AM MEETING: Agendas --

9:30 AM - 10:00 AM Discussion: Year One Priorities

March 29, 2021 Continued

10:00 AM - 11:00 AM	Cabinet Briefing
12:00 PM - 12:30 PM	Team huddle - post "agenda meetings" --
12:30 PM - 1:00 PM	Discussion: Year 1 Priorities
1:30 PM - 2:00 PM	Debrief- Band 5 Competition
3:00 PM - 3:30 PM	Leg list touch base --
3:30 PM - 4:30 PM	COVID working group

March 30, 2021

8:15 AM - 8:45 AM	8:15 - CALL: MSR, Heather, Donna, Tiffany, Liam & Jade
8:30 AM - 9:00 AM	Senior Staff Meeting --
10:00 AM - 11:00 AM	Year 2-4 Planning
11:00 AM - 11:30 AM	Discussion: Year 1 Priorities
11:00 AM - 11:30 AM	Meeting: Throne Speech
1:00 PM - 1:30 PM	Discussion: Year 1 Priorities
2:00 PM - 4:00 PM	FYI - SI
2:00 PM - 2:30 PM	Bi-weekly check-in: Geoff and Donna --
3:00 PM - 3:30 PM	Discussion: Year 1 Priorities

March 30, 2021 Continued

3:30 PM - 4:30 PM	Private Appointment
4:30 PM - 5:00 PM	Geoff to call Donna Sanford

March 31, 2021

8:30 AM - 9:00 AM	Senior Staff Meeting --
9:00 AM - 12:30 PM	Cabinet
2:00 PM - 2:30 PM	Interview: discussion
3:00 PM - 3:15 PM	Eleanor/Donna
4:00 PM - 4:30 PM	Team check in
5:00 PM - 6:00 PM	Meeting re: Old Growth
