

April 1, 2021

8:00 AM - 5:00 PM

CJ A/DM

April 2, 2021

8:00 AM - 5:00 PM

Stat Holiday - Good Friday

April 5, 2021

8:00 AM - 5:00 PM

STAT HOLIDAY - Easter Monday

April 6, 2021

7:45 AM - 5:45 PM

Interviews: ADM/EFO (FIN)

8:00 AM - 9:00 AM

Private Appointment

9:15 AM - 10:15 AM

Private Appointment

10:30 AM - 11:30 AM

Private Appointment

12:30 PM - 1:30 PM

Private Appointment

1:45 PM - 2:45 PM

Private Appointment

3:00 PM - 4:00 PM

Private Appointment

4:15 PM - 5:15 PM

Private Appointment

April 7, 2021

8:30 AM - 9:30 AM

eApprovals

9:30 AM - 9:45 AM

Shauna/Jeanette re: Touchbase --

9:45 AM - 10:15 AM

Shauna & Bev re: Executive Review Process

April 7, 2021 Continued

2:30 PM - 3:00 PM	Shauna, Dean, Tim and Tony re: Budget
3:00 PM - 4:00 PM	Bi-weekly: CITZ Executive Committee (2021 Mtg. Series Part 1 - ends June 28) --
4:00 PM - 4:30 PM	MINISTER: Meeting with Minister Eby
4:30 PM - 5:00 PM	Shauna & Alex re: Nature of Work
5:00 PM - 5:30 PM	PSR Steering Committee - Placeholder
6:00 PM - 6:30 PM	COVID Touchbase

April 8, 2021

8:45 AM - 9:00 AM	Tracy/Shauga - Update
9:00 AM - 9:30 AM	Bi-weekly: Shauna/CJ --
9:30 AM - 10:00 AM	Shauna, CJ and Jeremy Coad re: OCIO 3 Year Financial Plan
10:00 AM - 10:15 AM	Shauna, CJ, Teri, Kerry, Tracee & Leila Ball re: BC Bid
10:15 AM - 11:00 AM	eApprovals
11:00 AM - 11:30 AM	Discussion: Executive Review Panel CITZ
11:30 AM - 12:00 PM	eApprovals
12:00 PM - 1:00 PM	Lunch

April 8, 2021 Continued

1:00 PM - 1:30 PM Phone Call: Weekly Touch Base with Shauna & Kass Lawal --

1:30 PM - 3:30 PM 1:30PM DMCE

3:30 PM - 4:00 PM Shauna & Alex re: Executive Review Process

4:15 PM - 5:00 PM Bi-weekly: Shauna & Sunny --

April 9, 2021

All Day Sign-off Time and Leave

9:00 AM - 9:20 AM Phone Call with Shauna Brouwer and Ian Tostenson re: Restoring Confidence App

9:30 AM - 10:00 AM Executive Review Input - Neilane and Shauna

10:00 AM - 11:00 AM Shauna/Jeanette/Jen re: Touchbase --

11:00 AM - 11:30 AM Shauna, CJ, Hayden & Kathleen re: Race Based Data

11:30 AM - 12:00 PM MINISTER: Briefing re: BC Bid

12:00 PM - 12:30 PM Shauna & Tracee re: Executive Review Process

12:30 PM - 1:00 PM Lunch

1:00 PM - 1:30 PM Shauna & David re: Executive Review Process --

April 9, 2021 Continued

1:45 PM - 2:15 PM	Bi-weekly: Shauna & Bev --
2:30 PM - 3:00 PM	Shauna, CJ, Hayden, Sunny, Kathleen & Yvonne re: RPD Data
3:00 PM - 3:30 PM	eApprovals
3:30 PM - 4:30 PM	Finalize DM Template for Performance Reviews
10:00 PM - 11:00 PM	Call Doug Caul

April 12, 2021

9:00 AM - 9:30 AM	Phone Call: Shauna & Kerry re: Executive Review Process
9:30 AM - 10:00 AM	Shauna & Susan re: Executive Review Process
10:00 AM - 10:30 AM	eApprovals
10:30 AM - 11:00 AM	CONFERENCE CALL - MINISTER: Meeting with Minister Rankin
11:00 AM - 12:00 PM	MINISTER: Roundtable
12:00 PM - 12:30 PM	Lunch
12:30 PM - 1:00 PM	Private Appointment
1:00 PM - 1:30 PM	Shauna & Hayden re: Executive Review Process

April 12, 2021 Continued

1:30 PM - 2:00 PM	Shauna & Alex re: Nature of Work
2:00 PM - 3:30 PM	Throne Speech
2:30 PM - 3:00 PM	Shauna, CJ, Hayden & Alex re: IMIT 101
3:00 PM - 3:30 PM	Shauna & CJ re: Executive Review Process
3:30 PM - 4:30 PM	EDC

April 13, 2021

9:00 AM - 10:00 AM	DMC on COVID --
10:00 AM - 11:00 AM	Question Period
11:00 AM - 11:30 AM	MINISTER: Briefing with PS Lore re: Gender Data & Sex Info Data
11:30 AM - 12:00 PM	MINISTER: Meeting with CrowdStrike
12:00 PM - 12:30 PM	eApprovals
12:30 PM - 1:00 PM	Weekly PSR Steering Committee
1:00 PM - 2:00 PM	Lunch
2:00 PM - 2:30 PM	eApprovals

April 13, 2021 Continued

2:30 PM - 3:00 PM Shauna, CJ & Hayden re: YVR

3:00 PM - 4:30 PM DMC-DREM

April 14, 2021

9:00 AM - 9:30 AM Shauna/CJ/Hayden re: DIB Pre-brief (Mtg Apr 22)

9:45 AM - 10:15 AM Shauna, CJ, Susan & Howard Randell re: Funding Allocation for Connectivity Applications

10:30 AM - 11:00 AM Office Time

11:00 AM - 11:30 AM Potential Meet & Greet with Communications Team

11:30 AM - 12:00 PM Shauna/Jeanette re: Touchbase --

12:00 PM - 1:30 PM Lunch

1:30 PM - 2:30 PM Question Period

1:30 PM - 2:00 PM Phone Call: Shauna & Tamara Romanova

2:30 PM - 3:00 PM Conference Call | Asha Bhat, Don Bain, Jennifer Melles, Don Zdravec, Shauna Brouwer, Silas Brownsey and Nammi Poorooshab

3:00 PM - 3:30 PM eApprovals

3:30 PM - 4:00 PM Shauna, Dean & Tim re: Working Budgets

4:00 PM - 4:30 PM Shauna, CJ, Alex, Bev, Dean, Lisa Stark, Jodi Little and Anabel Wind re: RISE Group Project Follow-up

April 14, 2021 Continued

April 15, 2021

9:00 AM - 10:00 AM	Shauna/Jeanette/Jen re: Touchbase --
10:00 AM - 11:00 AM	Question Period
11:00 AM - 11:30 AM	eApprovals + review estimates binder
11:30 AM - 12:00 PM	Phone Call: Weekly Touch Base with Shauna & Kass Lawal --
12:00 PM - 1:00 PM	Lunch
1:00 PM - 3:00 PM	DMCPSR --
3:00 PM - 4:00 PM	eApprovals + review estimates binder
4:00 PM - 4:30 PM	Bi-weekly: Shauna & Dean --

April 16, 2021

8:30 AM - 10:30 AM	DMC --
10:30 AM - 12:00 PM	eApprovals
12:00 PM - 1:00 PM	Lunch
1:00 PM - 3:00 PM	Out of office
3:00 PM - 4:00 PM	eApprovals
4:00 PM - 5:00 PM	Do Not Book

April 19, 2021

9:20 AM - 10:00 AM	Bi-weekly: Shauna/CJ --
10:00 AM - 12:00 PM	MINISTER: Roundtable
12:00 PM - 12:30 PM	Lunch
12:30 PM - 1:00 PM	Shauna & Alex re: Nature of Work
1:00 PM - 1:30 PM	Meeting with Shauna Brouwer, CJ Ritchie, Alex MacLennan with Susan Cook and Philip Duffy of IBM Canada
1:30 PM - 2:30 PM	Question Period
2:30 PM - 4:30 PM	Bi-weekly: CITZ Executive Committee (2021 Mtg. Series Part 1 - ends June 28) --

April 20, 2021

All Day	Budget Day
9:00 AM - 10:00 AM	eApprovals
10:00 AM - 11:30 AM	10:00 AM Expanded ELT
11:00 AM - 11:30 AM	Phone Call: Shauna and Eric
11:30 AM - 12:30 PM	eapps
12:30 PM - 1:30 PM	Weekly PSR Steering Committee

April 20, 2021 Continued

1:30 PM - 3:30 PM	Budget Speech
3:30 PM - 4:00 PM	Do Not Book
4:00 PM - 5:00 PM	DMC on COVID --

April 21, 2021

9:00 AM - 10:00 AM	Shauna, Krista, Dean & Lisa re: Touch Base (Mtg series ends Oct 1, 2021) --
10:00 AM - 10:30 AM	eApprovals
10:30 AM - 11:00 AM	Bi-weekly: Shauna & Bev --
11:00 AM - 12:00 PM	Do Not Book
12:00 PM - 1:30 PM	Lunch
1:30 PM - 2:30 PM	Question Period
2:30 PM - 3:30 PM	Bi-weekly: Shauna and Teri
3:30 PM - 4:00 PM	Shauna/Jeanette re: Touchbase --
4:00 PM - 5:00 PM	Do Not Book

April 22, 2021

8:00 AM - 8:30 AM	DMC
9:00 AM - 10:30 AM	Digital Investment Board Meeting --

April 22, 2021 Continued

10:00 AM - 11:00 AM	Question Period
11:00 AM - 11:30 AM	eApprovals
11:30 AM - 12:00 PM	Phone Call: Weekly Touch Base with Shauna & Kass Lawal --
12:00 PM - 1:00 PM	Lunch
1:00 PM - 1:30 PM	Bi-weekly: Shauna & David --
1:30 PM - 2:30 PM	eApprovals
2:30 PM - 3:00 PM	MINISTER: Briefing
3:00 PM - 4:00 PM	B.C. Budget Recap
3:00 PM - 4:00 PM	Corporate Executive
4:00 PM - 4:30 PM	Bi-weekly: Shauna & Dean --
4:30 PM - 5:00 PM	Do Not Book
5:00 PM - 5:30 PM	Meeting with Lori, Jill, Bobbi, Shauna

April 23, 2021

All Day	Sign-off Time and Leave
8:30 AM - 9:00 AM	Please bring in Estimates Binder
9:00 AM - 9:30 AM	eApprovals

April 23, 2021 Continued

9:30 AM - 10:00 AM	Shauna, CJ & Kerry re: Archiving Government Information
10:00 AM - 11:00 AM	Cabinet Planning Session
11:00 AM - 12:00 PM	Shauna/Jeanette/Jen re: Touchbase --
12:00 PM - 1:00 PM	Lunch
1:00 PM - 3:00 PM	Ethics Advisor Training
2:30 PM - 3:00 PM	Meeting: Minister Beare, Geoff, Kassandra Lawal, Shauna Brouwer
3:00 PM - 3:30 PM	Bi-weekly: Shauna & Sunny --
3:30 PM - 4:30 PM	Do Not Book

April 26, 2021

9:00 AM - 10:00 AM	eApprovals
10:00 AM - 10:30 AM	Shauna, CJ & Matt re: eApp 12775
10:30 AM - 11:00 AM	Shauna/CJ/Hayden re: DM Integrated Data Pre-brief (Mtg May 5)
11:00 AM - 12:00 PM	eApprovals
12:00 PM - 1:15 PM	Lunch
1:15 PM - 2:00 PM	ExCOMM: Estimates Binder

April 26, 2021 Continued

1:30 PM - 2:30 PM	Question Period
2:00 PM - 3:00 PM	DMCC
3:00 PM - 4:00 PM	MINISTER: Roundtable
4:00 PM - 4:30 PM	MINISTER: Meeting with Michael McEvoy
4:30 PM - 5:00 PM	Shauna, CJ & Hayden re: DIB/DMC

April 27, 2021

7:30 AM - 8:30 AM	DMC on COVID --
8:30 AM - 5:10 PM	Executive Review Panel - Corporate/Economy
5:15 PM - 5:25 PM	PHONE CALL: Shauna and Courtney

April 28, 2021

9:00 AM - 9:45 AM	Shauna, Krista, Dean & Lisa re: Touch Base (Mtg series ends Oct 1, 2021) --
10:00 AM - 10:45 AM	Shauna & Alex re: Nature of Work
11:00 AM - 11:15 AM	Shauna, CJ & Peter Watkins re: Demo
11:30 AM - 12:00 PM	Shauna, Jeannette and Jen re: Touchbase

April 28, 2021 Continued

12:00 PM - 12:45 PM	Lunch
12:45 PM - 1:00 PM	Phone Call: Weekly Touch Base with Shauna & Kass Lawal --
1:00 PM - 1:30 PM	OCIO ES All Staff
1:30 PM - 4:30 PM	1:30PM DMCE
3:00 PM - 5:00 PM	P & P
5:00 PM - 5:30 PM	MINISTER: Pre-brief for PO Mtg (Mtg Apr. 30)

April 29, 2021

8:30 AM - 4:00 PM	Executive Review Panel - Corporate/Economy
4:00 PM - 4:30 PM	Weekly PSR Steering Committee

April 30, 2021

7:45 AM - 10:15 AM	DMC --
10:30 AM - 4:30 PM	Executive Review Panel - Corporate/Economy
3:30 PM - 4:15 PM	MINISTER: Meeting with Premier