

## January 1, 2022

All Day

New Year's Day

## January 3, 2022

All Day

Stat in lieu of New Year Day

## January 4, 2022

11:00 AM - 11:30 AM

Bi-Weekly with Amanda and Neilane -- MS Teams

11:30 AM - 12:00 PM

Virtual Coffee -Neilane Mayhew

2:00 PM - 2:30 PM

Enroll your mobile device in the new MDM service Security Concern

2:30 PM - 3:00 PM

Check In | Neilane, Rhonda and Pam -- MS Teams

## January 5, 2022

9:00 AM - 9:30 AM

1:1 Andrea and Neilane Security Concern

10:15 AM - 11:00 AM

Pre-Brief: Call with TACS, FIN and PavCo -- MS Teams

11:30 AM - 12:00 PM

TACS Executive Check In -- MS Teams Security Concern

1:00 PM - 1:30 PM

Bi-Weekly 1:1 | Neilane Mayhew and Amanda Farrell -- MS Teams

2:00 PM - 2:30 PM

Bi-Weekly Meetings | Dan Muzyka and Neilane Mayhew -- MS Teams

2:30 PM - 3:00 PM

Weekly HR call -- MS Teams

## January 6, 2022

|                     |                                                                                                            |
|---------------------|------------------------------------------------------------------------------------------------------------|
| 9:00 AM - 10:00 AM  | COVID-19 Lessons Learned (TACS) -- Microsoft Teams Meeting                                                 |
| 10:00 AM - 10:30 AM | Weekly DM Meeting: Corinna Filion and Neilane <small>Security Concern</small> / MS Teams                   |
| 11:00 AM - 11:30 AM | Weekly 1:1 Kim and Neilane <small>Security Concern</small> or MS Teams                                     |
| 1:00 PM - 1:30 PM   | Weekly Check In   Melissa and Neilane -- MS Teams                                                          |
| 1:30 PM - 2:00 PM   | Bi-Weekly Check in   Neilane and Richard -- MS Teams                                                       |
| 2:15 PM - 3:15 PM   | Conference Call   TACS, FIN, PavCo and Canada Soccer -- MS Teams                                           |
| 3:15 PM - 4:00 PM   | B.C. COVID-19 Industry Engagement Table – Update on B.C.'s response to COVID-19 -- Microsoft Teams Meeting |
| 4:00 PM - 5:00 PM   | Covid Working Group -- MS Teams (Link Below)                                                               |
| 5:00 PM - 5:30 PM   | Neilane/Eamon/Sonja/Mark/Alana/Anna/Lori -- MS Teams Meeting                                               |

## January 7, 2022

|                     |                                                                                |
|---------------------|--------------------------------------------------------------------------------|
| 8:15 AM - 9:00 AM   | MEETING: Lori and Neilane re: Bi-Monthly Check in -- Microsoft Teams Meeting   |
| 9:30 AM - 10:00 AM  | TACS Executive Check In -- MS Teams <small>Security Concern</small>            |
| 10:15 AM - 10:45 AM | Call Ingrid Jarrett                                                            |
| 1:00 PM - 1:45 PM   | Weekly Check In   Alana and Neilane <small>Security Concern</small> / MS Teams |
| 1:45 PM - 2:00 PM   | Touch base: Neilane/Heather/Bobbi -- MS Teams                                  |

## January 7, 2022 Continued

2:00 PM - 2:30 PM Phone Call | Chase and Neilane -- MS Teams

2:30 PM - 3:00 PM Meeting: Neilane Mayhew and Don Hardman -- Microsoft Teams meeting

3:10 PM - 3:40 PM Check in re budget transfer -- Microsoft Teams Meeting

## January 10, 2022

9:00 AM - 10:00 AM Bi Weekly 1:1 Nick and Neilane -- MS Teams Security Concern

11:30 AM - 12:00 PM Weekly DM Meeting: Corinna Filion and Neilane Security Concern ' MS Teams

2:00 PM - 3:00 PM Check in - Claire & Neilane Security Concern

## January 11, 2022

8:30 AM - 9:15 AM Monthly Check In | Neilane Mayhew and Isabelle Mondou -- MS Teams

9:15 AM - 9:45 AM MMM/SMA/DM -- MS Teams

10:00 AM - 10:30 AM Weekly 1:1 Kim and Neilane Security Concern

11:00 AM - 11:45 AM Cruise Ship Restart Committee -- MS Teams

1:30 PM - 3:30 PM 1:30PM DMCE Security Concern Teams Meeting

## January 12, 2022

9:00 AM - 9:30 AM 1:1 Andrea and Neilane Security Concern

## January 12, 2022 Continued

|                     |                                                                                                              |
|---------------------|--------------------------------------------------------------------------------------------------------------|
| 9:30 AM - 10:00 AM  | Weekly Check In   Melissa and Neilane -- MS Teams                                                            |
| 10:30 AM - 11:00 AM | Bi-Weekly with Amanda and Neilane -- MS Teams                                                                |
| 11:00 AM - 12:00 PM | Weekly 1:1 Alana and Neilane . <sup>Security Concern</sup> ' MS Teams                                        |
| 1:00 PM - 2:00 PM   | Conference Call   TACS, FIN, PavCo and Canada Soccer -- MS Teams                                             |
| 2:30 PM - 3:00 PM   | Weekly HR call -- MS Teams                                                                                   |
| 4:00 PM - 4:30 PM   | Bi-Weekly Meetings   DM Mayhew, Geoff Buchheister, Kira Cailes and Alex Boian -- MS Teams                    |
| 4:30 PM - 5:30 PM   | DMC-DREM -- Teams                                                                                            |
| 5:00 PM - 5:15 PM   | MMM   Pre-brief: Call with BC Games Society -- <sup>Security Concern; Government Financial Information</sup> |
| 5:15 PM - 5:45 PM   | MMM   Call with BC Games Society . <sup>Security Concern; Government Financial Information</sup>             |

## January 13, 2022

|                     |                                                                                  |
|---------------------|----------------------------------------------------------------------------------|
| 9:00 AM - 9:20 AM   | Meeting: Eric and Neilane -- Microsoft Teams Meeting                             |
| 10:00 AM - 10:30 AM | All Staff Call -- MS Teams                                                       |
| 10:45 AM - 11:15 AM | DM Briefing   TBS Q3 & Q3 Covid -- MS Teams                                      |
| 12:00 PM - 1:30 PM  | MMM   <sup>Cabinet Confidences</sup> -- MS Teams , <sup>Security Concern</sup>   |
| 12:30 PM - 1:15 PM  | 12:30PM DMCE -- Teams Meeting                                                    |
| 4:00 PM - 4:30 PM   | Conference Call   Neilane, Kim and Doug . <sup>Security Concern</sup> ' MS Teams |

## January 14, 2022

|                     |                                                                       |
|---------------------|-----------------------------------------------------------------------|
| 8:30 AM - 10:15 AM  | DMC -- Teams                                                          |
| 9:30 AM - 10:00 AM  | MMM   Briefing TACRR -- MS Teams                                      |
| 10:30 AM - 11:00 AM | Meeting: Lori, Heather and Neilane -- Microsoft Teams Meeting         |
| 11:00 AM - 11:15 AM | Check In - Neilane and Kim <small>Security Concern</small>            |
| 11:30 AM - 12:00 PM | Weekly Check In - Neilane and Chelsea <small>Security Concern</small> |
| 12:00 PM - 12:15 PM | Call Don Hardman                                                      |
| 12:15 PM - 12:30 PM | Check in - Neilane and Alana -- MS Teams                              |
| 12:30 PM - 12:45 PM | Call Michelle Collens                                                 |
| 1:00 PM - 2:00 PM   | TACS Executive Committee -- MS Teams, <small>Security Concern</small> |
| 1:30 PM - 2:00 PM   | FYI - TACRR Announcement - confirmed                                  |
| 2:00 PM - 2:30 PM   | Bi-Weekly Check in: Neilane Mayhew and Walt Judas -- MS Teams         |

## January 17, 2022

|                   |                                                                                 |
|-------------------|---------------------------------------------------------------------------------|
| 8:00 AM - 8:30 AM | FNLG - Carcross/Tagish FN -- Zoom Meeting                                       |
| 8:00 AM - 8:30 AM | TACS FNLG - PO Meeting Spuzzum -- Zoom Meeting, <small>Security Concern</small> |
| 8:30 AM - 9:00 AM | TACS FNLG - Huu-Ay-Aht FN -- Zoom Meeting                                       |

## January 17, 2022 Continued

|                     |                                                                                              |
|---------------------|----------------------------------------------------------------------------------------------|
| 9:00 AM - 9:30 AM   | TACS FNLG - Malahat FN -- Zoom Meeting                                                       |
| 9:30 AM - 10:00 AM  | TACS FNLG - Esquimalt -- Zoom Meeting                                                        |
| 10:00 AM - 10:30 AM | TACS FNLG - Songhees FN -- Zoom Meeting                                                      |
| 10:30 AM - 11:00 AM | TACS FNLG - Heiltsuk -- Zoom Meeting                                                         |
| 11:00 AM - 11:30 AM | TACS FNLG - Lake Cowichan FN -- Zoom Meeting                                                 |
| 11:30 AM - 12:00 PM | TACS FNLG - Tseshaht -- Zoom Meeting                                                         |
| 12:30 PM - 1:00 PM  | Touch Base - Neilane and Kim -- Neilane to Call Kim <sup>Personal Information</sup>          |
| 1:00 PM - 1:30 PM   | TACS FNLG - Coastal FN -- Zoom Meeting                                                       |
| 1:30 PM - 2:00 PM   | TACS FNLG - Teslin Tlingit Council -- Zoom Meeting                                           |
| 2:00 PM - 2:30 PM   | TACS FNLG - Penticton -- Zoom Meeting                                                        |
| 2:30 PM - 3:00 PM   | TACS FNLG - Semiahmoo -- Zoom Meeting                                                        |
| 3:00 PM - 3:30 PM   | TACS FNLG - Nisga'a Village of Gingoix -- Zoom Meeting                                       |
| 3:30 PM - 4:00 PM   | TACS FNLG - Xa-xtsa (Douglas) -- Zoom Meeting                                                |
| 4:00 PM - 4:30 PM   | TACS FNLG - Adams Lake -- Zoom Meeting                                                       |
| 4:30 PM - 5:00 PM   | TACS FNLG - Sts'ailes -- Zoom Meeting                                                        |
| 5:15 PM - 5:45 PM   | 5:15pm: Touch base with Neilane -- Amanda to call Neilane at <sup>Personal Information</sup> |

## January 18, 2022

|                     |                                                                                                                         |
|---------------------|-------------------------------------------------------------------------------------------------------------------------|
| 7:30 AM - 8:30 AM   | DMC COVID -- Teams                                                                                                      |
| 8:30 AM - 9:00 AM   | Bi-Weekly Meetings   Dan Muzyka and Neilane Mayhew -- MS Teams                                                          |
| 9:00 AM - 9:45 AM   | Minister's Council -- MS Teams <small>Security Concern</small>                                                          |
| 9:45 AM - 10:30 AM  | B.C. COVID-19 Industry Engagement Table – Update on B.C.'s response to COVID-19 -- Microsoft Teams meeting - link below |
| 11:00 AM - 12:00 PM | MMM   Tourism Sector Recovery Roundtable -- MS Teams                                                                    |
| 12:00 PM - 12:30 PM | Weekly 1:1 Kim and Neilane <small>Security Concern</small>                                                              |
| 1:00 PM - 2:00 PM   | 1:00-2:00 Look Ahead -- MS Teams (Link in calendar)                                                                     |
| 2:15 PM - 2:45 PM   | MMM   Pre-brief ITABC -- MS Teams                                                                                       |

## January 19, 2022

|                     |                                                                                             |
|---------------------|---------------------------------------------------------------------------------------------|
| 9:00 AM - 9:30 AM   | 1:1 Andrea and Neilane -- MS Teams                                                          |
| 10:00 AM - 11:00 AM | Bi Weekly: Expanded Executive Committee Meeting -- MS Teams <small>Security Concern</small> |
| 11:00 AM - 12:00 PM | Conference Call   TACS, FIN and City of Vancouver -- MS Teams                               |
| 1:00 PM - 1:30 PM   | MMM   Meeting with President & CEO Sport BC - Rob Newman -- Microsoft Teams Meeting         |
| 1:30 PM - 2:00 PM   | Bi Weekly 1:1 Claire and Neilane -- MS Teams                                                |
| 2:00 PM - 3:00 PM   | MMM   CCM Briefing -- MS Teams                                                              |

## January 19, 2022 Continued

|                   |                                                                |
|-------------------|----------------------------------------------------------------|
| 3:00 PM - 3:30 PM | Conference Call   Neilane Mayhew and Ian Robertson -- MS Teams |
| 3:30 PM - 4:00 PM | Weekly Check In   Melissa and Neilane -- MS Teams              |
| 4:30 PM - 6:00 PM | DMC-DREM -- Teams                                              |

## January 20, 2022

|                     |                                                                              |
|---------------------|------------------------------------------------------------------------------|
| 8:30 AM - 9:00 AM   | Bi-Weekly Meetings   Neilane Mayhew and Ingrid Jarrett -- MS Teams           |
| 9:00 AM - 9:30 AM   | Weekly Meeting   Neilane and Corinna -- MS Teams                             |
| 9:45 AM - 10:15 AM  | MMM   Bi-Weekly Meeting with RBCM -- MS Teams                                |
| 10:30 AM - 11:00 AM | Follow up Call   TACS and City of Vancouver -- MS Teams                      |
| 11:00 AM - 3:00 PM  | Canadian Council of Tourism Ministers (CCTM) Meeting -- Zoom                 |
| 3:00 PM - 3:30 PM   | Weekly HR call -- Neilane to Call Rhonda <small>Personal Information</small> |
| 3:30 PM - 4:30 PM   | Conference Call   TACS, FIN, PavCo and Canada Soccer -- MS Teams             |
| 4:30 PM - 5:15 PM   | Conference Call   TACS and TI Corp -- MS Teams                               |

## January 21, 2022

|                    |                                                                         |
|--------------------|-------------------------------------------------------------------------|
| 8:30 AM - 9:00 AM  | MMM   Pre-brief FPT SPAR -- MS Teams                                    |
| 9:00 AM - 11:00 AM | F-P/T SPAR Ministers Conference (revised time) -- Zoom details Enclosed |

## January 21, 2022 Continued

|                     |                                                            |                  |
|---------------------|------------------------------------------------------------|------------------|
| 11:30 AM - 12:00 PM | TACS Executive Check In -- MS Teams                        | Security Concern |
| 12:30 PM - 12:45 PM | PECSF Recognition Check-in and Run-through                 |                  |
| 1:00 PM - 3:00 PM   | 1:00PM DMCE (Tourism Strategic Framework) -- Teams Meeting |                  |
| 2:25 PM - 2:55 PM   | 2:25 DMCE Presentation                                     |                  |
| 3:15 PM - 3:30 PM   | Personal Information                                       | -- MS Teams      |
| 4:30 PM - 5:00 PM   | Conference Call   Neilane, Kim and Doug -- MS Teams        |                  |

## January 24, 2022

|                     |                                                            |                  |
|---------------------|------------------------------------------------------------|------------------|
| 9:00 AM - 9:30 AM   | Phone Call   Neilane Mayhew and Kelly McConnan -- MS Teams |                  |
| 10:45 AM - 12:15 PM | Minister's Council -- MS Teams                             | Security Concern |
| 12:15 PM - 12:30 PM | Call Eric                                                  |                  |
| 1:00 PM - 1:30 PM   | Conference Call   Neilane, Rachel and Nick -- MS Teams     |                  |
| 1:45 PM - 2:45 PM   | MMM   RBCM Briefing -- MS Teams                            |                  |
| 3:15 PM - 4:15 PM   | Touch Base   Neilane and Kim                               | Security Concern |
| 4:15 PM - 4:30 PM   | FIFA World Cup Touch Base -- Microsoft Teams Meeting       |                  |
| 4:30 PM - 5:00 PM   | Conference Call   TACS and YVR -- MS Teams                 |                  |

## January 25, 2022

|                     |                                                                          |
|---------------------|--------------------------------------------------------------------------|
| 8:45 AM - 9:05 AM   | Touch Base   Neilane, Rhonda and Alana -- MS Teams                       |
| 9:15 AM - 10:15 AM  | 9:15-10:15 Look Ahead -- MS Teams (Link in calendar)                     |
| 10:30 AM - 11:00 AM | Call Michelle Collens                                                    |
| 11:00 AM - 11:30 AM | Weekly DM Meeting: Corinna Filion and Neilane ,Security Concern MS Teams |
| 11:30 AM - 12:45 PM | PECSF 2021 Campaign Virtual Awards Celebration! -- Zoom                  |
| 12:30 PM - 12:45 PM | Call Eric                                                                |
| 1:00 PM - 1:45 PM   | MMM <sup>Cabinet Confidences</sup> -- MS Teams                           |
| 2:45 PM - 3:45 PM   | Bi Weekly 1:1 Nick and Neilane <sup>Security Concern</sup>               |
| 3:45 PM - 4:30 PM   | Monthly Meeting   Virginia Cullen and Neilane Mayhew -- MS Teams         |
| 4:45 PM - 5:30 PM   | Conference Call TACS and PavCo -- MS Teams                               |

## January 26, 2022

|                   |                                                             |
|-------------------|-------------------------------------------------------------|
| 8:30 AM - 8:45 AM | Touch Base   Neilane and Claire <sup>Security Concern</sup> |
| 9:00 AM - 9:30 AM | 1:1 Andrea and Neilane <sup>Security Concern</sup>          |

## January 26, 2022 Continued

|                     |                                                                   |
|---------------------|-------------------------------------------------------------------|
| 9:30 AM - 10:30 AM  | Conference Call   TACS, FIN and Canada Soccer -- MS Teams         |
| 10:30 AM - 11:00 AM | Pre-brief: Sport Grant Program for Youth in Care Security Concern |
| 1:30 PM - 2:00 PM   | FII Board meeting: Part I -- Microsoft Teams Meeting              |
| 2:00 PM - 3:00 PM   | RBCM Staff Meeting -- RBCM                                        |
| 3:30 PM - 4:45 PM   | MMM   Strategic Planning Session Security Concern MS Teams        |

## January 27, 2022

|                     |                                                                                                                    |
|---------------------|--------------------------------------------------------------------------------------------------------------------|
| 8:45 AM - 9:15 AM   | Phone Call   Neilane and Heather -- Neilane to Call Heather Personal Information                                   |
| 10:30 AM - 11:00 AM | Weekly Check In   Melissa and Neilane -- MS Teams                                                                  |
| 11:00 AM - 12:15 PM | DMC-DREM -- Teams                                                                                                  |
| 1:00 PM - 2:00 PM   | Bobbi/Neilane/David/Lori -- MS Teams Meeting                                                                       |
| 2:00 PM - 2:30 PM   | Weekly HR call -- MS Teams                                                                                         |
| 2:30 PM - 3:00 PM   | Bi-Weekly Meetings   DM Mayhew, Geoff Buchheister, Kira Cailles and Alex Boian -- MS Teams                         |
| 3:00 PM - 4:00 PM   | Quarterly Teams Mtg w/ DM Neilane Mayhew & Prem Gill - UPDATED to Jan. 27 - 3:00-4:00pm -- Microsoft Teams Meeting |

## January 28, 2022

|                    |                      |
|--------------------|----------------------|
| 8:30 AM - 10:00 AM | DMC Security Concern |
|--------------------|----------------------|

## January 28, 2022 Continued

|                     |                                                                                                         |
|---------------------|---------------------------------------------------------------------------------------------------------|
| 8:30 AM - 9:00 AM   | True Patriot Love Invictus Games 2025 Presentation                                                      |
| 11:00 AM - 12:00 PM | TACS Executive Committee -- MS Teams / <sup>Security Concern</sup>                                      |
| 12:00 PM - 12:30 PM | Weekly 1:1 Alana and Neilane - <sup>Security Concern</sup>                                              |
| 1:00 PM - 1:30 PM   | MMM   CERIP Program -- MS Teams                                                                         |
| 1:45 PM - 2:00 PM   | MMM   Canadian Olympic Committee (COC) -- <sup>Security Concern; Government Financial Information</sup> |
| 2:00 PM - 3:00 PM   | Joint Meeting   TACS and MCF -- MS Teams                                                                |
| 3:00 PM - 3:30 PM   | Bi-Weekly Check in: Neilane Mayhew and Walt Judas -- MS Teams                                           |
| 3:30 PM - 5:00 PM   | Personal Information                                                                                    |

## January 31, 2022

|                     |                                                                 |
|---------------------|-----------------------------------------------------------------|
| 9:00 AM - 9:30 AM   | Bi-Weekly Check in   Neilane and Richard -- MS Teams            |
| 10:00 AM - 11:30 AM | Minister's Council -- MS Teams , <sup>Security Concern</sup>    |
| 1:30 PM - 2:30 PM   | 1:30-2:30 Look Ahead -- MS Teams (Link in calendar)             |
| 2:30 PM - 3:30 PM   | Bi-Weekly 1:1 Kim and Neilane <sup>Security Concern</sup>       |
| 3:30 PM - 4:15 PM   | Monthly Meeting with Ally Butler and Neilane Mayhew -- MS Teams |