

January 3, 2022

All Day

Personal Information

All Day

All Day

All Day

All Day

8:00 AM - 4:30 PM

STAT

January 4, 2022

All Day

Personal Information

All Day

All Day

All Day

All Day

8:30 AM - 9:00 AM

Senior Staff Meeting -- Security Concern; Government Financial Information

9:00 AM - 9:30 AM

IPhone Set-up

10:00 AM - 10:30 AM

Staffing check-in -- By phone/Microsoft Teams Meeting

January 5, 2022

All Day

Personal Information

January 5, 2022 Continued

All Day

Personal Information

All Day

All Day

8:30 AM - 9:00 AM

Senior Staff Meeting -- Security Concern; Government Financial Information

9:00 AM - 9:45 AM

MEETING: Agendas -- Teams/Security Concern

12:50 PM - 2:30 PM

Personal Information

-- **Microsoft Teams Meeting**

January 6, 2022

All Day

Personal Information

All Day

All Day

All Day

8:30 AM - 9:00 AM

Senior Staff Meeting - Security Concern; Government Financial Information
Dial-in Phone Number:
Security Concern; Government Financial Information

9:45 AM - 10:30 AM

Don/Chandler -- Teams

12:50 PM - 2:30 PM

Personal Information

- **Microsoft Teams Meeting**

4:00 PM - 5:00 PM

Cabinet
Confidences -- **teams**

January 7, 2022

All Day

Personal Information

All Day

All Day

8:30 AM - 9:00 AM

Senior Staff Meeting -- Security Concern; Government Financial Information

9:30 AM - 10:00 AM

Don/David -- David to call Don

10:00 AM - 11:00 AM

GCPE Org Review Update -- Security Concern **TBC**

11:15 AM - 11:45 AM

11:15 Call | S. Baskerville, D. Zadavec, B. Sawchuk -- MS Teams

2:00 PM - 2:30 PM

Don/Teodora Q3 forecast -- teams

3:00 PM - 4:00 PM

GCPE BCP -- Microsoft Teams Meeting

January 8, 2022

All Day

Personal Information

Please See Above

January 9, 2022

12:00 AM - 12:00 AM

Personal Information

Please See Above

January 10, 2022

8:00 AM - 8:30 AM

Daily Check-in -- Security Concern; Government Financial Information

8:30 AM - 9:00 AM

Senior Staff Meeting -- Security Concern; Government Financial Information

9:00 AM - 9:45 AM

MEETING: Agendas -- Security Concern **Teams**

January 10, 2022 Continued

2:00 PM - 2:30 PM

Don/David 1:1 - Security Concern

January 11, 2022

8:00 AM - 8:30 AM

Daily Check-in - Security Concern; Government Financial Information

8:30 AM - 9:00 AM

Senior Staff Meeting - Security Concern; Government Financial Information

10:00 AM - 12:00 PM

PP - Security Concern / Teams - Security Concern

12:00 PM - 1:00 PM

BREAK

1:15 PM - 1:45 PM

Don/Sage weekly 1:1 - Security Concern

2:00 PM - 4:00 PM

SI - Security Concern / Teams - Security Concern

4:15 PM - 4:45 PM

Comms staffing/moves -- teams

January 12, 2022

8:00 AM - 8:30 AM

Daily Check-in - Security Concern; Government Financial Information

8:30 AM - 9:00 AM

Senior Staff Meeting - Security Concern; Government Financial Information

9:00 AM - 4:00 PM

Cabinet - Security Concern / Teams

4:30 PM - 5:30 PM

DMC-DREM -- Teams

January 13, 2022

8:00 AM - 8:30 AM

Daily Check-in - Security Concern; Government Financial Information

January 13, 2022 Continued

8:30 AM - 9:00 AM	Senior Staff Meeting --Security Concern; Government Financial Information
9:45 AM - 10:00 AM	Don/Liam re: strategy session -- Liam to call Don
10:00 AM - 11:00 AM	CCE --Security Concern Teams
11:15 AM - 11:30 AM	Pandemic BCP - GCPE DMO -- Microsoft Teams Meeting
11:45 AM - 12:00 PM	Don/Sage -- Sage to call Don
12:00 PM - 1:00 PM	BREAK
1:30 PM - 2:00 PM	Don/Megan 1:1 - Security Concern
2:00 PM - 2:30 PM	Comms for Economic Strategy -- Teams
3:45 PM - 4:30 PM	Don/Sage -- Teams

January 14, 2022

8:00 AM - 5:00 PM	Personal Information
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January 17, 2022

8:00 AM - 8:30 AM	Daily Check-in - Security Concern; Government Financial Information
8:30 AM - 9:00 AM	(George Smith to host) Senior Staff Meeting - Security Concern; Government Financial Information Security Concern
9:15 AM - 9:30 AM	Don/Ryan -- Security Concern
12:00 PM - 12:15 PM	HR update -- Microsoft Teams Meeting

January 18, 2022

7:30 AM - 8:30 AM	DMC COVID -- Teams
8:00 AM - 8:30 AM	Daily Check-in .Security Concern; Government Financial Information
8:30 AM - 9:00 AM	Senior Staff Meeting .Security Concern; Government Financial Information
9:30 AM - 9:45 AM	MEETING: Agendas -- Teams,Security Concern
10:00 AM - 11:15 AM	Executive Meeting -- TEAMS
1:15 PM - 1:45 PM	Don/Sage weekly 1:1 .Security Concern
2:00 PM - 2:30 PM	LRC .Security Concern /Teams/Security Concern
3:00 PM - 3:30 PM	Don/Liam -- teams
4:00 PM - 4:30 PM	Cabinet Confidences

January 19, 2022

8:00 AM - 8:30 AM	Daily Check-in .Security Concern; Government Financial Information
8:30 AM - 9:00 AM	Senior Staff Meeting .Security Concern; Government Financial Information
9:00 AM - 11:30 AM	Cabinet .Security Concern /Teams
12:00 PM - 1:00 PM	Don Zdravec - Review ..ti -- Microsoft Teams Meeting
4:30 PM - 6:00 PM	DMC-DREM -- Teams

January 20, 2022

8:00 AM - 8:30 AM	Daily Check-in - Security Concern
8:30 AM - 9:00 AM	Senior Staff Meeting - Security Concern; Government Financial Information
10:30 AM - 12:00 PM	Cabinet Confidential - teams
12:30 PM - 1:00 PM	Lori/Don/Megan/Dave/ Re: GCPE Meeting -- MS Teams
4:30 PM - 5:00 PM	GCPE service redesign -- Microsoft Teams Meeting

January 21, 2022

8:00 AM - 8:30 AM	Daily Check-in - Security Concern; Government Financial Information
8:00 AM - 8:30 AM	Touch base: Don Zadavec/Bobbi Sadler -- MS Teams
8:30 AM - 9:00 AM	Senior Staff Meeting - Security Concern; Government Financial Information
9:00 AM - 12:00 PM	GCPE Planning Meeting -- Teams
12:00 PM - 1:30 PM	Break
1:30 PM - 2:30 PM	Don/Sage/Megan/Donna/Tim/George -- Security Concern
2:30 PM - 3:00 PM	Don/Megan 1:1 - Security Concern

January 24, 2022

7:30 AM - 7:45 AM	Don/Megan/Sage/America -- Teams
8:00 AM - 8:30 AM	Daily Check-in - Security Concern; Government Financial Information

January 24, 2022 Continued

8:30 AM - 9:00 AM	Senior Staff Meeting -- Security Concern; Government Financial Information
9:00 AM - 9:45 AM	MEETING: Agendas -- Security Concern Teams
10:00 AM - 10:30 AM	Cabinet Teams Confidence nces
11:00 AM - 11:30 AM	Don/Liam attendance -- teams
2:30 PM - 3:30 PM	Cabinet teams Confidence s
5:30 PM - 5:45 PM	Daily Update -- Microsoft Teams Meeting

January 25, 2022

8:00 AM - 8:30 AM	Daily Check-in -- Security Concern; Government Financial Information
8:30 AM - 9:00 AM	Senior Staff Meeting -- Security Concern; Government Financial Information
9:15 AM - 9:45 AM	Don/David 1:1 -- Security Concern
11:00 AM - 11:30 AM	Don/George 1:1 -- Microsoft Teams Meeting
1:00 PM - 1:30 PM	Don/Sage weekly 1:1 -- Security Concern
2:00 PM - 4:00 PM	Cabine - Teams t Confid

January 26, 2022

All Day	P/P Cancelled for today
8:00 AM - 8:30 AM	Daily Check-in -- Security Concern; Government Financial Information
8:30 AM - 9:00 AM	Senior Staff Meeting -- Security Concern; Government Financial Information

January 26, 2022 Continued

9:00 AM - 12:30 PM

Cabinet
Confidences · Teams

12:30 PM - 1:30 PM

BREAK

2:30 PM - 3:30 PM

Cabinet
Confidences · Teams

January 27, 2022

8:00 AM - 8:30 AM

Daily Check-in -- Security Concern; Government
Financial Information

8:30 AM - 9:00 AM

Senior Staff Meeting -- Security Concern; Government Financial Information

11:00 AM - 12:15 PM

DMC-DREM -- Teams

1:00 PM - 2:00 PM

Digital Analytics Presentation -- Teams

January 28, 2022

8:00 AM - 8:30 AM

Daily Check-in -- Security Concern; Government
Financial Information

8:30 AM - 10:00 AM

DMC -- Security Concern

8:30 AM - 9:00 AM

Senior Staff Meeting -- Security Concern; Government Financial Information

10:30 AM - 11:00 AM

Office

12:00 PM - 1:00 PM

BREAK

1:30 PM - 2:00 PM

Discussion: OIC -- Microsoft Teams Meeting

2:00 PM - 3:00 PM

Staffing Approvals -- Teams

3:00 PM - 3:30 PM

Office time

January 28, 2022 Continued

3:30 PM - 5:00 PM

Personal Information

-- Microsoft Teams Meeting

January 31, 2022

8:00 AM - 8:30 AM

Daily Check-in - Security Concern; Government Financial Information

8:30 AM - 9:00 AM

Senior Staff Meeting - Security Concern; Government Financial Information

9:00 AM - 9:45 AM

MEETING: Agendas - Security Concern

10:00 AM - 12:00 PM

Cabinet
Confidences **TEAMS**

5:00 PM - 5:30 PM

Don/Lori - Re: LNRO Work -- MS Teams Meeting