

February 1, 2022

9:15 AM - 9:45 AM	9:15-9:45 Pre-Brief: Coastal First Nations MOU Executive Meeting
9:45 AM - 11:45 AM	9:45-11:45 Coastal First Nations MOU Executive Meeting
12:00 PM - 1:00 PM	Lunch
1:00 PM - 1:30 PM	Bi-weekly: Shauna and Teri --
1:30 PM - 2:00 PM	eApprovals
2:00 PM - 2:30 PM	Bi-weekly: Shauna and Sonia Lowe
2:30 PM - 3:00 PM	eApprovals
3:00 PM - 3:30 PM	Shauna, CJ & Matt Reed re: Pre-brief for Feb 3 SC
3:30 PM - 4:00 PM	eApprovals

February 2, 2022

10:00 AM - 10:30 AM	Shauna/Jeanette Touchbase --
12:00 PM - 1:00 PM	Lunch
1:30 PM - 2:30 PM	Bi-weekly: Shauna and Holly --
2:30 PM - 3:00 PM	Weekly Touchbase with Shauna and Kass (Mtg series ends Dec 21/22) --
3:00 PM - 3:30 PM	Holly cont

February 2, 2022 Continued

3:30 PM - 4:00 PM Bi-weekly: Shauna & Alex --

4:00 PM - 5:00 PM Do Not Book

February 3, 2022

9:20 AM - 10:00 AM SC

10:00 AM - 11:00 AM Prep

11:00 AM - 12:00 PM Lunch

12:00 PM - 1:50 PM SC

3:00 PM - 3:30 PM F/P/T DM prep for EMBC/CITZ

5:00 PM - 5:30 PM Shauna, Sunny & Yvonne re: Touchbase

February 4, 2022

9:00 AM - 12:00 PM eApprovals & work on presentation

12:00 PM - 1:00 PM Lunch

1:00 PM - 1:30 PM MS Teams Meeting: Shauna & Susan

2:00 PM - 4:30 PM Out of Office

February 7, 2022

9:00 AM - 9:30 AM Update

9:45 AM - 10:00 AM Shauna, CJ & Susan re: Touchbase

February 7, 2022 Continued

10:00 AM - 12:00 PM	MINISTER: Roundtable --
12:00 PM - 1:00 PM	Lunch
1:00 PM - 1:30 PM	eApprovals
1:30 PM - 2:15 PM	MEETING re CAMP and Northern Accommodation Strategy
2:30 PM - 4:30 PM	Bi-weekly CITZ Exec. Committee (Mtg series ends June 27) --
4:30 PM - 5:00 PM	Do Not Book

February 8, 2022

9:00 AM - 11:00 AM	eApprovals
11:00 AM - 11:30 AM	Bi-weekly: Shauna and Susan --
11:30 AM - 12:00 PM	eApprovals
12:00 PM - 1:00 PM	Lunch
1:00 PM - 3:00 PM	1:00PM DMCE
3:00 PM - 3:30 PM	eApprovals
3:30 PM - 4:00 PM	DM Meeting: Shauna, CJ, Alex, Holly & Jody Elson re: Org Capacity, Culture & Comms Branch
4:30 PM - 5:00 PM	MINISTER: FOIPPA Briefing

February 9, 2022

9:00 AM - 9:30 AM	eApprovals
9:35 AM - 9:45 AM	Kass, Shauna, CJ & Matt re: Touchbase
10:00 AM - 11:00 AM	RISE: Treasury Board Preparation - Bonus Session with the DM
11:00 AM - 11:30 AM	Shauna/Jeannette Touchbase --
11:30 AM - 12:00 PM	Weekly Touchbase with Shauna and Kass (Mtg series ends Dec 21/22) --
12:00 PM - 1:00 PM	Lunch
1:12 PM - 1:30 PM	Shauna, CJ & Matt re: Touchbase
1:30 PM - 2:30 PM	Question Period
4:00 PM - 4:45 PM	MINISTER: Meeting with Copperleaf Technologies (& MOTI)

February 10, 2022

9:00 AM - 9:30 AM	MEETING: DMs Pre-Brief for Feb 10 CFN Meeting
9:30 AM - 11:30 AM	Coastal First Nations Memorandum of Understanding Executive Committee Annual Meeting
10:00 AM - 11:00 AM	Question Period
11:30 AM - 12:00 PM	Bi-weekly: Shauna and Sunny --

February 10, 2022 Continued

12:00 PM - 1:00 PM	Lunch
1:00 PM - 1:30 PM	eApprovals
1:30 PM - 2:15 PM	Shauna, Krista & Courtney re: Touchbase (2022 mtg series) --
2:30 PM - 3:00 PM	Shauna & Jennifer McGuire Touchbase
3:00 PM - 3:30 PM	eApprovals
3:30 PM - 4:00 PM	Bi-weekly: Shauna & Bev --
4:00 PM - 4:30 PM	Hold for over-run
4:30 PM - 5:30 PM	MDE, MLB & PS Singh - Cabinet Confidences

February 11, 2022

All Day	Sign-off Time and Leave
8:30 AM - 10:30 AM	DMC --
10:45 AM - 11:00 AM	Shauna, CJ & Kerry re: Touchbase
11:00 AM - 12:00 PM	eApprovals
12:00 PM - 1:00 PM	Lunch
1:00 PM - 1:30 PM	Bi-weekly: Shauna & Hayden --
1:30 PM - 2:00 PM	eApprovals
2:00 PM - 5:00 PM	Private Appointment

February 11, 2022 Continued

3:30 PM - 4:00 PM Bi-weekly: Shauna & David --

4:15 PM - 4:45 PM CIRMO ADM Shortlisting Mtg

February 14, 2022

9:00 AM - 9:30 AM eApprovals

9:30 AM - 10:00 AM MINISTER: Commissioner McEvoy Pre-brief

10:00 AM - 10:30 AM Bi-weekly: Shauna and Teri --

10:30 AM - 12:00 PM eApprovals

12:00 PM - 1:00 PM Lunch

1:00 PM - 1:45 PM Bi-weekly: Shauna and Matt (mtg series ends March 28/2022) --

1:30 PM - 2:30 PM Question Period

2:30 PM - 3:00 PM Do Not Book

3:30 PM - 4:00 PM Phone Call: Shauna & Tracy Harris re: Feedback

4:00 PM - 4:30 PM Shauna, CJ & Hayden re: DIB & Integrated Data Pre-brief (Mtg Feb 17)

4:30 PM - 5:00 PM Bi-weekly: Shauna and CJ --

February 15, 2022

9:00 AM - 10:00 AM DMC COVID --

February 15, 2022 Continued

10:00 AM - 11:00 AM	Question Period
11:00 AM - 11:30 AM	Bi-weekly: Shauna and Sonia Lowe --
11:30 AM - 12:00 PM	MINISTER: Meeting with Commissioner McEvoy re Check-in
12:00 PM - 1:00 PM	Lunch
1:00 PM - 1:30 PM	Virtual Coffee: Shauna & Brad Williams
1:30 PM - 2:00 PM	MINISTER: Federal Minister Gudie Hutchings
2:00 PM - 2:30 PM	Shauna & Krista re: ED Day Agenda
2:30 PM - 3:00 PM	eApprovals
3:00 PM - 4:30 PM	MINISTER: Roundtable --

February 16, 2022

9:00 AM - 9:30 AM	eApprovals
9:30 AM - 10:00 AM	Shauna/Jeanette Touchbase --
10:00 AM - 10:15 AM	Phone Call: Shauna & Sunny
10:15 AM - 11:30 AM	eApprovals
11:30 AM - 12:30 PM	lunch

February 16, 2022 Continued

12:30 PM - 1:00 PM	ExComm Touchbase
1:00 PM - 1:30 PM	Weekly Touchbase with Shauna and Kass (Mtg series ends Dec 21/22) --
1:30 PM - 2:30 PM	Question Period
2:30 PM - 3:30 PM	DM Briefing: Shauna, CJ, Sophia Howse, John Jordan & Peter Watkins re: Digital Identity
3:30 PM - 4:30 PM	DMC-DREM --
4:30 PM - 5:00 PM	MEDIA
5:00 PM - 5:15 PM	Shauna, CJ & Matt re: Feb 17 Cabinet Confidences

February 17, 2022

9:00 AM - 11:00 AM	DMC Digital and Data
10:00 AM - 11:00 AM	Question Period
11:00 AM - 11:30 AM	Shauna & Jeannette
11:30 AM - 12:00 PM	Bi-weekly: Shauna & Alex --
12:00 PM - 1:00 PM	Lunch
1:00 PM - 1:30 PM	Shauna, Bev & Claire Ashton re: BCSC

February 17, 2022 Continued

1:30 PM - 2:30 PM	Bi-weekly: Shauna and Holly --
2:30 PM - 3:00 PM	Shauna, Matt and Jeannette
3:00 PM - 3:30 PM	DM Brouwer, DM Kennedy, ADM Eric Dagenais & ADM Susan Stanford
3:30 PM - 4:00 PM	eApprovals
4:00 PM - 4:30 PM	Kass, Shauna, CJ, Matt, Shelly Canitz, Robyn Spilker & Rena Bindra re: Cabinet Confidences

February 18, 2022

9:00 AM - 9:30 AM	Shauna & Sonia re: March 7 Federal Minister Event
9:30 AM - 10:00 AM	eApprovals
10:00 AM - 10:15 AM	Shauna, Matt & Jeannette
10:30 AM - 11:30 AM	Touchbase with Shauna/Jeannette and Jen --
11:30 AM - 12:00 PM	eApprovals
12:00 PM - 1:00 PM	Lunch
1:00 PM - 1:30 PM	eApprovals
1:30 PM - 2:30 PM	eApprovals
2:30 PM - 3:00 PM	Shauna & Hayden re: Touchbase
3:00 PM - 3:30 PM	Monthly FMR Pre-brief with Shauna, Holly & Tim

February 18, 2022 Continued

3:30 PM - 5:00 PM

Do Not Book

February 21, 2022

8:00 AM - 5:00 PM

Stat Holiday - Family Day

February 22, 2022

All Day

Budget Day

8:00 AM - 2:00 PM

Budget Lock-up

10:00 AM - 11:00 AM

Question Period

2:00 PM - 2:30 PM

Bi-weekly: Shauna and Susan --

2:30 PM - 3:00 PM

Do Not Book - eApprovals

3:00 PM - 4:30 PM

MINISTER: Roundtable --

February 23, 2022

All Day

Pink Shirt Day

9:00 AM - 10:30 AM

eApprovals

10:30 AM - 11:30 AM

Weekly Mtg: Shauna & Holly

11:30 AM - 12:00 PM

Weekly Touchbase with Shauna and Kass (Mtg series ends Dec 21/22) --

12:00 PM - 1:00 PM

Lunch

February 23, 2022 Continued

1:00 PM - 1:45 PM CITZ OCIO FNHA IMIT Discussion Request

1:30 PM - 2:30 PM Question Period

2:30 PM - 3:00 PM Shauna/Jeanette Touchbase --

3:00 PM - 3:30 PM eApprovals

3:30 PM - 4:00 PM Shauna & CJ Touchbase

February 24, 2022

9:00 AM - 9:30 AM DM Meeting: Shauna, Heather, Hayden Lansdell, Renee Mounteney and Jordan Goss re: Integrated Tax Data

9:30 AM - 10:00 AM Shauna, Teri & Robert O'Neill re: Pre-brief for Mar 2 FPT Deputy Heads of Public Works (Single Point of Access)

10:00 AM - 11:00 AM Question Period

11:00 AM - 12:00 PM Touchbase with Shauna/Jeanette and Jen --

12:00 PM - 1:00 PM LUNCH

2:00 PM - 2:15 PM 2:00 - 2:15 pm - Panel Pre-brief: CITZ ADM, CIRMO

2:15 PM - 3:30 PM 2:15 to 3:15 pm - Interview #1: CITZ ADM, CIRMO

3:30 PM - 4:45 PM 3:30 to 4:30 pm - Interview #2: CITZ ADM, CIRMO

February 24, 2022 Continued

4:45 PM - 6:15 PM

4:45 to 5:45 pm - Interview #3: CITZ ADM, CIRMO

February 25, 2022

All Day

Sign-off Time and Leave

8:00 AM - 10:00 AM

DMC --

10:00 AM - 10:30 AM

eApprovals

10:30 AM - 11:00 AM

Bi-weekly: Shauna & David --

11:00 AM - 11:30 AM

Shauna, Holly & Celeigh re: Staffing

11:30 AM - 11:45 AM

Phone Call: Shauna and Bobbi

12:00 PM - 1:00 PM

Lunch

1:00 PM - 1:30 PM

Shauna, Matt & Jeannette re: Touchbase

1:30 PM - 2:30 PM

eApprovals

2:30 PM - 4:30 PM

DMCPSR

February 28, 2022

9:10 AM - 9:40 AM

Shauna, Yvonne & Chris re: Touchbase

9:30 AM - 10:00 AM

Do Not Book

10:00 AM - 11:30 AM

MINISTER: Roundtable --

February 28, 2022 Continued

11:30 AM - 12:30 PM	Bi-weekly: Shauna & Bev --
12:30 PM - 1:00 PM	Lunch
1:00 PM - 1:45 PM	Bi-weekly: Shauna and Matt (mtg series ends March 28/2022) --
1:30 PM - 2:30 PM	Question Period
2:00 PM - 2:30 PM	Meeting with Shauna, Silas and Susan
2:30 PM - 3:00 PM	Bi-weekly: Shauna & Hayden --
3:00 PM - 3:30 PM	In Person Meeting: DM Shauna Brouwer and DM Daniel Fontaine, Metis Nation BC
3:30 PM - 4:00 PM	eApprovals
4:00 PM - 4:30 PM	Bi-Weekly (Alex, Shauna & Stuart) --
4:30 PM - 5:00 PM	Shauna, CJ, Susan & Howard re: Touchbase
5:15 PM - 5:45 PM	Phone Call: Shauna & Bobbi P.

