

December 1, 2022

9:00 AM - 9:30 AM

Office Time

10:00 AM - 10:30 AM

Buffer

10:30 AM - 11:00 AM

CAS Coffee --

12:00 PM - 12:30 PM

LDB Touchbase - Cheryl/Kim/Blain/Erin -- MS Teams Meeting

12:30 PM - 1:00 PM

Lunch

1:00 PM - 1:30 PM

Cheryl/David: Skip-One --

Security Concern

1:30 PM - 2:30 PM

Office Time

2:30 PM - 3:00 PM

ICBC Touchbase - Cheryl/Toby/Nicolas/Lindsay/Chris Tupper -- MS Teams Meeting

3:00 PM - 3:30 PM

Travel

3:30 PM - 4:00 PM

Cabinet Confidences

4:00 PM - 5:30 PM

Office Time

December 2, 2022

All Day

Personal Information

All Day

Personal Information

9:00 AM - 12:00 PM

Personal Information

9:30 AM - 10:00 AM

LDB Operational Review - Regular check-in

December 2, 2022 Continued

12:00 PM - 1:00 PM	Lunch
1:00 PM - 3:00 PM	DMC -- Security Concern Teams
3:00 PM - 4:30 PM	Personal Information

December 5, 2022

All Day	Personal Information
All Day	Personal Information
All Day	Personal Information
8:30 AM - 12:00 PM	Office Time
12:00 PM - 1:00 PM	Lunch
12:00 PM - 12:30 PM	Briefing: PDE, Shannon, Matt, Mark, Doug Scott and Cheryl May -- Microsoft Teams Meeting
2:30 PM - 5:00 PM	Office Time

December 6, 2022

8:30 AM - 10:00 AM	Vacation catch up
10:00 AM - 11:30 AM	CAS Executive Leadership Team Meeting -- Microsoft Teams Meeting
12:00 PM - 1:00 PM	Lunch
1:30 PM - 2:00 PM	travel
3:00 PM - 3:30 PM	travel

December 7, 2022

9:30 AM - 12:00 PM	Swearing -in Ceremony of Executive Council --	Security Concern
12:00 PM - 1:30 PM	Lunch	
1:30 PM - 2:00 PM	DMC --	Security Concern
2:00 PM - 2:30 PM	Travel	
2:30 PM - 3:00 PM	Buffer	
3:00 PM - 3:30 PM	ICBC - trademark issue --	MS Teams
3:30 PM - 4:00 PM	Check in - CAS ELT --	MS Teams, Security Concern
4:00 PM - 5:00 PM	Office Time	

December 8, 2022

9:30 AM - 10:00 AM	Office Time	
10:00 AM - 10:30 AM	Cheryl/Gilbert: Skip-One -	Security Concern
10:30 AM - 11:30 AM	Cheryl/John - Bi-weekly Meeting --	MS Teams Security Concern
11:30 AM - 12:30 PM	Lunch	
12:30 PM - 1:00 PM	Cheryl/Nicolas - Bi-weekly Touchbase --	MS Teams Meeting
1:00 PM - 1:30 PM	Touchbase: Cheryl/Blain --	MS Teams
1:30 PM - 4:00 PM	DEI Training: Allyship Stepping Stone Series - Part 2 - Allyship in Action --	Microsoft Teams Meeting
1:30 PM - 2:00 PM	Buffer	

December 8, 2022 Continued

2:00 PM - 2:30 PM

Cheryl/Lianna: Skip-One -- Security Concern

December 9, 2022

All Day

Security Concern

All Day

Personal Information

10:00 AM - 10:30 AM

Recycling of Import PPP Issue -- MS Teams

11:00 AM - 12:00 PM

Cheryl/Toby - Bi-Weekly Touchbase -- MS Teams / Security Concern

12:00 PM - 1:00 PM

Lunch

1:00 PM - 1:30 PM

Cheryl May/Pat Davis - Bi-Weekly Touchbase -- MS Teams Meeting

1:30 PM - 2:00 PM

Buffer

2:00 PM - 3:00 PM

Kim/Cheryl - Bi-Weekly Meeting -- MS Teams Security Concern

3:00 PM - 5:00 PM

Buffer

December 11, 2022

6:00 PM - 6:30 PM

Helijet Booking #663098 -- Vict > Van



Thank you for
choosing to tak...

7:00 PM - 7:30 PM

Security Concern

December 12, 2022

All Day	Security Concern
8:45 AM - 9:00 AM	Security Concern
9:30 AM - 10:00 AM	Office time
10:00 AM - 11:00 AM	CAS Executive Leadership Team Meeting -- Microsoft Teams Meeting (Security Concern
10:00 AM - 10:30 AM	ICBC event
11:00 AM - 12:00 PM	Briefing on 2022/2023 Mandate Letter -- Nicolas' office
12:00 PM - 1:00 PM	Lunch
1:00 PM - 1:30 PM	Travel
1:30 PM - 2:00 PM	Helijet: Booking 663093 -- Vancouver> Victoria
2:00 PM - 3:00 PM	Travel
3:00 PM - 4:00 PM	Cheryl/Doug - Monthly Touchbase -- MS Teams Meeting
4:00 PM - 5:00 PM	Office Time

December 13, 2022

8:30 AM - 9:30 AM	Office Time
9:30 AM - 10:00 AM	Cheryl/Lisa Touchbase -- TBD
10:00 AM - 10:30 AM	Buffer

December 13, 2022 Continued

11:30 AM - 12:00 PM	ICBC Touchbase - Cheryl/Toby/Nicolas/Lindsay/Chris Tupper -- MS Teams Meeting
12:00 PM - 1:00 PM	Lunch
1:00 PM - 2:00 PM	Cheryl/Vanessa - Bi-Weekly Touchbase -- MS Teams Meeting
2:00 PM - 3:00 PM	Office Time
2:00 PM - 2:15 PM	Call Liam
3:00 PM - 3:30 PM	LDB Audit Plan with KPMG and OAG Ministry of Finance -- Microsoft Teams Meeting
4:30 PM - 4:45 PM	Barb Carmichael

December 14, 2022

12:00 AM - 12:00 AM	Security Concern
8:30 AM - 10:00 AM	Office Time
10:00 AM - 10:30 AM	MEETING DM Monthly Kaye Krishna and Cheryl May -- MS Teams
10:30 AM - 11:00 AM	LDB Touchbase - Cheryl/Kim/Blain/Erin -- MS Teams Meeting
11:30 AM - 12:00 PM	Meeting: Cheryl May/Deb Godfrey -- MS Teams
12:00 PM - 1:00 PM	Lunch
1:00 PM - 1:45 PM	LDB Review - Check-in
2:30 PM - 3:15 PM	Cheryl/Bree - Bi-Weekly Touchbase -- MS Teams Meeting
4:00 PM - 5:00 PM	Office Time

Security
Concern

December 15, 2022

12:00 AM - 12:00 AM	Security Concern	Please See Above
9:00 AM - 9:30 AM	Cabinet Confidences	
10:30 AM - 11:00 AM	CAS Coffee -	Security Concern
11:30 AM - 12:00 PM	Travel	
12:00 PM - 1:00 PM	Lunch: Christine / Cheryl --	Security Concern
3:30 PM - 4:30 PM	Christmas Coffee -- Meet at 800J	
4:30 PM - 5:30 PM	Do Not Book	

December 16, 2022

12:00 AM - 12:00 AM	Personal Information	
All Day	Security Concern	
All Day	Cabinet Confidences	
8:30 AM - 10:30 AM	DMC --	Security Concern
10:30 AM - 11:00 AM	Travel	
11:00 AM - 11:30 AM	Bi-Weekly: Cheryl/Doug Foster --	MS Teams Meeting
11:30 AM - 12:00 PM	Bi-Weekly: BCLC Touchbase - Cheryl/Kim/Pat/Laura --	MS Teams Meeting
12:00 PM - 1:00 PM	Lunch	

December 16, 2022 Continued

1:00 PM - 2:45 PM	1:00PM DMCE --	Security Concern	Teams Meeting
3:00 PM - 3:30 PM	Office Time		
3:30 PM - 4:00 PM	Crown Mandate Letter --	Security Concern	
4:30 PM - 5:30 PM	Office Time		

December 17, 2022

All Day	Personal Information	Please See Above
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December 18, 2022

All Day	Personal Information	Please See Above
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December 19, 2022

All Day	Personal Information	Please See Above
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All Day	Security Concern
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10:00 AM - 11:30 AM	CAS Executive Leadership Team Meeting --	Security Concern	Microsoft Teams Meeting
11:45 AM - 12:15 PM	Touchbase: Cheryl/Lisa --	Microsoft Teams Meeting	
12:00 PM - 1:00 PM	Lunch		
1:00 PM - 2:00 PM	Cheryl/Toby - Bi-Weekly Touchbase --	MS Teams	Security Concern
2:00 PM - 2:30 PM	Teri/Cheryl re BC Housing Governance --	MS Teams	
3:00 PM - 3:30 PM	Office Time		

December 20, 2022

All Day	Personal Information	Please See Above
12:00 AM - 12:00 AM	Personal Information	
10:00 AM - 10:30 AM	ICBC Rates -- MS Teams	
10:30 AM - 11:00 AM	Mandate Letter -- MS Teams	
11:30 AM - 12:00 PM	Cheryl/Nicolas - Bi-weekly Touchbase -- MS Teams Meeting	
12:00 PM - 1:00 PM	Lunch	
3:00 PM - 3:30 PM	Buffer	
3:30 PM - 4:00 PM	Meeting: Shannon and Cheryl May - Monthly Check In -- Teams	

December 21, 2022

All Day	Personal Information	Please See Above
All Day	Personal Information	Please See Above
12:00 AM - 12:00 AM	Personal Information	
10:00 AM - 10:30 AM	Update -- Microsoft Teams Meeting	
12:00 PM - 1:00 PM	Lunch	
1:30 PM - 2:30 PM	Cheryl/John - Bi-weekly Meeting -- MS Teams	Security Concern
3:00 PM - 3:30 PM	Touchbase: Cheryl/Blain -- MS Teams	

December 22, 2022

All Day	Personal Information	Please See Above
All Day	Personal Information	Please See Above
All Day	Personal Information	Please See Above
12:00 PM - 1:00 PM	Lunch	

December 23, 2022

12:00 AM - 12:00 AM	Personal Information	Please See Above
12:00 AM - 12:00 AM	Personal Information	Please See Above
All Day	Personal Information	Please See Above
12:00 PM - 1:00 PM	Lunch	

December 24, 2022

All Day	Personal Information	Please See Above
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December 25, 2022

All Day	Personal Information	Please See Above
All Day	Christmas Day -- Canada	

December 26, 2022

All Day	Personal Information	Please See Above
All Day	Boxing Day -- Canada	
All Day	Christmas Bank Holiday -- Canada	
12:00 PM - 1:00 PM	Lunch	

December 27, 2022

All Day

Personal Information

Please See Above

All Day

Stat

12:00 PM - 1:00 PM

Lunch

1:00 PM - 2:00 PM

Cheryl/Vanessa - Bi-Weekly Touchbase -- MS Teams Meeting
Will re-schedule conflicts as needed.

Government Financial Information; Security Concern

December 28, 2022

All Day	Personal Information	Please See Above
12:00 AM - 12:00 AM	DO NOT BOOK	
12:00 PM - 1:00 PM	Lunch	

December 29, 2022

All Day	Personal Information	Please See Above
All Day	DO NOT BOOK	Please See Above
10:30 AM - 11:30 AM	Touchbase: Cheryl/Kim -- MS Teams	
12:00 PM - 1:00 PM	Lunch	
2:00 PM - 2:30 PM	Buffer	
2:30 PM - 3:30 PM	ELT mtg re PSA Engagement -- MS Teams	Security Concern
3:30 PM - 4:30 PM	Office Time	

December 30, 2022

All Day	Personal Information	Please See Above
12:00 AM - 12:00 AM	DO NOT BOOK	Please See Above
All Day	Security Concern	
12:00 PM - 1:00 PM	Lunch	