

February 1, 2023

8:00 AM - 8:30 AM	Forest Communications MDM/RM/MH -- Teams
8:30 AM - 9:00 AM	8:30 Meeting -- Microsoft Teams Meeting
9:00 AM - 10:00 AM	Office Time
10:00 AM - 11:00 AM	All Staff Call -- Microsoft Teams Meeting
11:00 AM - 12:00 PM	FW: Child care comms -- Microsoft Teams Meeting
11:30 AM - 11:50 AM	Strategies Huddle -- Teams
12:00 PM - 1:00 PM	Call Karin
1:15 PM - 1:45 PM	Marie/Charisma - Space -- Security Concern
2:00 PM - 3:00 PM	Budget Steering Committee -- Security Concern
4:30 PM - 5:00 PM	Cab Sub Comms Template -- Teams

February 2, 2023

8:30 AM - 9:00 AM	8:30 Meeting -- Microsoft Teams Meeting
11:00 AM - 11:45 AM	FW: Check in: 100 days plan -- Teams Security Concern
11:00 AM - 11:30 AM	Executive Staffing Approvals -- Security Concern
12:00 PM - 2:00 PM	Health Strategic Communications Planning II -- Security Concern
2:00 PM - 2:30 PM	En route back to Office
4:00 PM - 4:30 PM	Office Time

February 2, 2023 Continued

4:30 PM - 5:30 PM	Prep for the Monday Agenda/Issues Meeting -- Teams
5:00 PM - 5:30 PM	Touch base - Forestry Announcement -- Microsoft Teams Meeting

February 3, 2023

8:30 AM - 9:30 AM	Longer Term Planning Meeting -- Microsoft Teams Meeting
9:45 AM - 10:15 AM	MDM/DG/IC re: GCPE Executive Reviews -- TEAMS
10:30 AM - 11:15 AM	Connect Marie/Kyla
12:00 PM - 1:00 PM	Break
1:00 PM - 1:30 PM	FW: Meeting: Shannon, Doug, Jessica, Donna, Aileen Machell, Rosa Kouri and Jen Holmwood -- MS teams
1:30 PM - 2:30 PM	HLTH Strat comms follow-up -- Microsoft Teams Meeting
2:30 PM - 3:00 PM	HELP DESK/MOVE MONITOR
4:30 PM - 5:00 PM	Longer-term planning chat -- Your office?
5:00 PM - 6:30 PM	Private Appointment

February 6, 2023

All Day	**HOUSE SITTING Feb 6 - March 10/23**
All Day	**Throne Speech**
8:00 AM - 8:30 AM	8am Daily Check-in -- Microsoft Teams Meeting
8:30 AM - 9:00 AM	8:30 Meeting -- Microsoft Teams Meeting

February 6, 2023 Continued

9:00 AM - 10:30 AM **Agenda/PPS/Weekly Meeting** -- Security Concern **Teams**

12:00 PM - 1:00 PM **Break**

2:00 PM - 3:00 PM ****2:15pm FYI Throne Speech****

3:00 PM - 3:15 PM **Sara/Marie connect** -- Security Concern

5:00 PM - 6:30 PM **SPRING SESSION RECEPTION** -- Security Concern

February 7, 2023

All Day ****HOUSE SITTING Feb 6 - March 10/23****

8:00 AM - 8:30 AM **8am Daily Check-in -- Microsoft Teams Meeting**

8:30 AM - 9:00 AM **8:30 Meeting -- Microsoft Teams Meeting**

9:00 AM - 10:00 AM **Executive Meeting** -- Security Concern

11:00 AM - 11:45 AM **MDM/JH 1:1** -- Security Concern

11:45 AM - 12:45 PM **Break**

12:15 PM - 12:30 PM **MDM/SA/CG check-in -- Teams**

12:45 PM - 1:30 PM **FW: Budget Steering Committee** -- Security Concern **or Teams**

1:30 PM - 6:00 PM **Treasury Board** -- Security Concern

February 8, 2023

All Day ****HOUSE SITTING Feb 6 - March 10/23****

February 8, 2023 Continued

8:00 AM - 8:30 AM	8am Daily Check-in -- Microsoft Teams Meeting
8:30 AM - 9:00 AM	8:30 Meeting -- Microsoft Teams Meeting
9:00 AM - 10:00 AM	Health Communications and Advertising -- Teams
10:00 AM - 11:00 AM	Marie/Sara Strategic Comms Planning -- Microsoft Teams Meeting
11:00 AM - 11:30 AM	MDM/SS/SB re: HR -- Teams
11:30 AM - 12:00 PM	emails/office time
12:00 PM - 1:00 PM	Break
1:00 PM - 1:30 PM	FW: Meeting: Shannon, Doug, Jessica, Donna, Aileen Machell, Rosa Kouri and Jen Holmwood -- MS teams
1:30 PM - 2:30 PM	QP -- Security Concern
2:30 PM - 3:00 PM	Office Time/Emails
3:00 PM - 3:45 PM	MDM/MH 1:1 -- Security Concern
4:00 PM - 4:30 PM	Executive Staffing Approvals -- Security Concern
4:30 PM - 5:15 PM	MDM/SA 1:1 -- Security Concern
5:30 PM - 6:00 PM	Office time/emails

February 9, 2023

All Day	**HOUSE SITTING Feb 6 - March 10/23**
8:00 AM - 8:30 AM	8am Daily Check-in -- Microsoft Teams Meeting

February 9, 2023 Continued

8:30 AM - 9:00 AM	8:30 Meeting -- Microsoft Teams Meeting
9:00 AM - 9:30 AM	Meeting: Shannon and Marie Della Mattia - Monthly Check In -- Security Concern
9:30 AM - 10:00 AM	Office time
10:00 AM - 11:00 AM	QP -- Security Concern
10:00 AM - 10:30 AM	Quick chat -- Microsoft Teams Meeting
11:00 AM - 11:45 AM	FW: Check in: 100 days plan -- Teams Security Concern
11:45 AM - 12:30 PM	Break
12:30 PM - 1:30 PM	Office time
1:30 PM - 4:00 PM	Cabinet -- Security Concern Teams
4:30 PM - 5:30 PM	Prep for the Monday Agenda/Issues Meeting -- Teams
6:00 PM - 6:30 PM	Marie/Kyla -- Teams

February 10, 2023

All Day	**HOUSE SITTING Feb 6 - March 10/23**
8:30 AM - 10:30 AM	FW: DMC --Security ConcernTeams
10:30 AM - 11:00 AM	Hold for Christine
11:00 AM - 11:45 AM	Meeting: Marie Della Mattia and Matt Smith -- Security Concern MS Teams

February 10, 2023 Continued

11:45 AM - 12:30 PM	Break	
12:30 PM - 1:00 PM	Debrief FOR	
1:15 PM - 1:30 PM	OG next steps for digital -- teams	Security Concern
2:30 PM - 3:00 PM	Marie/Sharon check-in -- teams	
3:00 PM - 3:30 PM	Kyla -- YOU call Kyla	
3:30 PM - 4:30 PM	Office time	
4:30 PM - 6:00 PM	DO NOT BOOK	

February 11, 2023

All Day **HOUSE SITTING Feb 6 - March 10/23**

February 12, 2023

All Day **HOUSE SITTING Feb 6 - March 10/23**

February 13, 2023

All Day **HOUSE SITTING Feb 6 - March 10/23**

8:00 AM - 8:30 AM	8am Daily Check-in -- Microsoft Teams Meeting	
8:30 AM - 9:00 AM	8:30 Meeting -- Microsoft Teams Meeting	
9:30 AM - 10:25 AM	Agenda/PPS/Weekly Meeting --	Personal Information Teams
10:25 AM - 10:45 AM	10:25am Accelerator Panel --	Personal Information Teams

February 13, 2023 Continued

11:15 AM - 11:30 AM	Marie/Megan re: off hours media -- teams
12:30 PM - 1:30 PM	Office time/emails - DO NOT BOOK
1:30 PM - 2:30 PM	QP -- Security Concern
2:30 PM - 3:30 PM	Office time/emails
3:50 PM - 4:35 PM	100 day weekly check in -- Security Concern
6:30 PM - 8:00 PM	Team Session -- Security Concern

February 14, 2023

All Day	**HOUSE SITTING Feb 6 - March 10/23**
8:00 AM - 8:30 AM	8am Daily Check-in -- Microsoft Teams Meeting
8:30 AM - 9:00 AM	8:30 Meeting -- Microsoft Teams Meeting
10:00 AM - 11:00 AM	QP -- Security Concern
12:00 PM - 1:00 PM	Break
12:45 PM - 1:30 PM	FW: Budget Steering Committee -- Security Concern Teams
1:45 PM - 3:00 PM	Town hall with Premier David Eby and Shannon Salter -- Teams Live Event
4:00 PM - 6:30 PM	Marie/Sage/Trevor -- Security Concern

February 14, 2023 Continued

4:00 PM - 4:30 PM

Meeting with Metis Nation British Columbia --

Security Concern

February 15, 2023

All Day

****HOUSE SITTING Feb 6 - March 10/23****

8:00 AM - 8:30 AM

8am Daily Check-in -- Microsoft Teams Meeting

8:00 AM - 8:30 AM

Meeting: Shannon, Doug, Jessica, Donna, Aileen Machell, Rosa Kouri and Jen Holmwood -- Security Concern

8:30 AM - 9:00 AM

8:30 Meeting -- Microsoft Teams Meeting

9:00 AM - 12:00 PM

Cabinet -- Security Concern

12:00 PM - 1:00 PM

Break

1:00 PM - 1:55 PM

DMC-DREM -- Teams

1:30 PM - 2:30 PM

QP -- Security Concern

3:15 PM - 3:30 PM

MDM/Heather/Chris -- Teams

4:00 PM - 4:30 PM

Wednesday de-brief -- Teams

Security Concern

4:45 PM - 5:45 PM

Carbon Pricing -- Teams

February 16, 2023

All Day

****HOUSE SITTING Feb 6 - March 10/23****

8:00 AM - 8:30 AM

8am Daily Check-in -- Microsoft Teams Meeting

February 16, 2023 Continued

8:30 AM - 9:00 AM	8:30 Meeting -- Microsoft Teams Meeting
9:00 AM - 10:00 AM	MDM/SA/EL -- Teams
10:00 AM - 11:00 AM	QP -- Security Concern
11:00 AM - 11:45 AM	FW: Check in: 100 days plan -- Teams Security Concern
12:00 PM - 12:15 PM	Executive Staffing Approvals -- TEAMS
12:15 PM - 1:00 PM	Danielle
1:00 PM - 1:30 PM	Marie/Jeff 1:1 -- Security Concern
1:30 PM - 2:00 PM	MDM/AL 1:1 --
2:00 PM - 2:30 PM	Kate + Marie
2:15 PM - 3:00 PM	Treasury Board -- MS Teams
3:00 PM - 3:30 PM	MDM/SB -- teams
4:30 PM - 5:30 PM	Prep for the Monday Agenda/Issues Meeting -- Teams
5:00 PM - 6:00 PM	Office time/emails

February 17, 2023

All Day	**HOUSE SITTING Feb 6 - March 10/23**
8:30 AM - 8:45 AM	8:30 Meeting -- Microsoft Teams Meeting

February 17, 2023 Continued

9:00 AM - 9:30 AM	Follow up -- Microsoft Teams Meeting	
9:30 AM - 10:00 AM	Marie / Neil re: Committees -- Teams	
10:00 AM - 10:30 AM	Climate Meeting -- Teams	
10:30 AM - 11:00 AM	MDM/Erin Sat Phone Training	
11:00 AM - 11:15 AM	MDM/Zoe re: Communications	
11:30 AM - 12:30 PM	Break	
11:45 AM - 12:20 PM	Huddle to chat about strategic comms framework --	Security Concern
12:30 PM - 1:15 PM	Meeting: Marie Della Mattia and Matt Smith -- MS Teams	
1:30 PM - 2:00 PM	Travel time	
2:00 PM - 4:00 PM	Health Project Board --	Security Concern
4:00 PM - 6:00 PM	Office time/emails	

February 18, 2023

All Day **HOUSE SITTING Feb 6 - March 10/23**

February 19, 2023

All Day **HOUSE SITTING Feb 6 - March 10/23**

February 20, 2023

All Day **HOUSE SITTING Feb 6 - March 10/23**

8:00 AM - 4:00 PM FAMILY DAY

February 21, 2023

All Day **HOUSE SITTING Feb 6 - March 10/23**

8:00 AM - 8:30 AM 8am Daily Check-in -- Microsoft Teams Meeting

8:30 AM - 9:00 AM 8:30 Meeting -- Microsoft Teams Meeting

9:00 AM - 10:00 AM Executive Meeting -- Microsoft Teams Meeting Security Concern

10:00 AM - 11:00 AM QP -- Security Concern

11:00 AM - 12:30 PM Agenda/PPS/Weekly Meeting -- Security Concern Teams

12:30 PM - 12:45 PM Hold for GEORGE

12:45 PM - 1:30 PM FW: Budget Steering Committee -- Security Concern or Teams

1:30 PM - 2:00 PM sara

2:00 PM - 2:45 PM MDM/MH 1:1 -- Security Concern

3:30 PM - 4:00 PM Marie/Tom/Leanne re: Communications -- Teams

4:00 PM - 4:30 PM Executive Staffing Approvals -- Teams

4:30 PM - 5:15 PM MDM/SA 1:1 --Security Concern

February 22, 2023

All Day	**HOUSE SITTING Feb 6 - March 10/23**
All Day	**PINK SHIRT DAY**
8:00 AM - 8:30 AM	8am Daily Check-in -- Microsoft Teams Meeting
8:30 AM - 12:00 PM	Cabinet --Security Concern
8:30 AM - 9:00 AM	8:30 Meeting -- Microsoft Teams Meeting
12:30 PM - 1:00 PM	Check-in: Sage Aaron -- MS Teams
1:00 PM - 1:30 PM	Meeting: Shannon, Doug, Jessica, Donna, Aileen Machell, Rosa Kouri and Jen Holmwood -- MS teams
1:30 PM - 1:50 PM	Wednesday de-brief -- teams
2:30 PM - 3:00 PM	Travel
3:00 PM - 4:00 PM	MDM/MPA Prep Session -- Security Concern
4:00 PM - 4:30 PM	Travel back to KP
4:30 PM - 5:00 PM	Robyn
5:00 PM - 5:30 PM	Chat -- Microsoft Teams Meeting
6:30 PM - 7:00 PM	Follow up

February 23, 2023

All Day	**HOUSE SITTING Feb 6 - March 10/23**
8:00 AM - 8:30 AM	8am Daily Check-in -- Microsoft Teams Meeting

February 23, 2023 Continued

8:30 AM - 9:00 AM	8:30 Meeting -- Microsoft Teams Meeting
9:15 AM - 9:45 AM	MDM/AL 1:1 -- Security Concern teams
9:45 AM - 10:45 AM	Review materials
10:00 AM - 11:00 AM	QP -- Security Concern
10:30 AM - 12:00 PM	BIPOC ERG Virtual Event -- Teams
11:00 AM - 11:45 AM	FW: Check in: 100 days plan -- Teams Security Concern
12:00 PM - 12:30 PM	Break
12:30 PM - 1:00 PM	Pre-brief: Cancer Plan Announcement -- Security Concern Teams
1:00 PM - 1:30 PM	Break
1:30 PM - 2:00 PM	MDM/MSM/SG/AM -- Security Concern
1:30 PM - 2:00 PM	MEETING - GCPE Communication Discussion --Security Concern
2:00 PM - 4:00 PM	P&P --Security Concern
4:00 PM - 4:30 PM	head back to office
4:30 PM - 5:30 PM	Prep for the Monday Agenda/Issues Meeting -- Teams
5:30 PM - 6:00 PM	Andrew

February 24, 2023

All Day	**HOUSE SITTING Feb 6 - March 10/23**
8:30 AM - 10:30 AM	FW: DMC --Security Concern Teams
11:00 AM - 11:45 AM	MDM/ST Check-in -- Security Concern
12:00 PM - 1:00 PM	Break
1:00 PM - 1:30 PM	Marie and Deb Quick Connect -- Teams
1:30 PM - 2:30 PM	Deep-Dive: LBR WWHR -- Teams
2:30 PM - 2:45 PM	MDM/HW quick connect -- teams
3:00 PM - 3:30 PM	MDM/EB/EA re: Digital -- Security Concern
3:30 PM - 4:30 PM	Marie/America re: PPWD Priorities and Planning -- Teams or in person
4:30 PM - 6:00 PM	Office time/emails/catch-up

February 25, 2023

All Day	**HOUSE SITTING Feb 6 - March 10/23**
---------	--

February 26, 2023

All Day	**HOUSE SITTING Feb 6 - March 10/23**
---------	--

February 27, 2023

All Day	**HOUSE SITTING Feb 6 - March 10/23**
---------	--

February 27, 2023 Continued

8:00 AM - 8:30 AM	8am Daily Check-in -- Microsoft Teams Meeting
8:30 AM - 9:00 AM	8:30 Meeting -- Microsoft Teams Meeting
9:00 AM - 10:00 AM	Meeting: MGH & MJO -- Security Concern
10:00 AM - 11:00 AM	Planning meeting -- Security Concern
11:00 AM - 12:00 PM	ELUC -- Security Concern
12:00 PM - 1:30 PM	Agenda/PPS/Weekly Meeting -- Security Concern Teams
1:30 PM - 3:00 PM	Rebecca/Marie -- Security Concern
3:00 PM - 3:45 PM	100 day weekly check in -- Security Concern Teams
3:30 PM - 4:30 PM	Office time
4:30 PM - 5:00 PM	Review and Provide feedback
5:00 PM - 5:30 PM	MDM/MH -- Teams

February 28, 2023

All Day	**Budget Lock-Up**
All Day	**HOUSE SITTING Feb 6 - March 10/23**
7:00 AM - 1:30 PM	Budget Lock-up
8:00 AM - 8:30 AM	8am Daily Check-in -- Microsoft Teams Meeting

February 28, 2023 Continued

8:30 AM - 9:00 AM	8:30 Meeting -- Microsoft Teams Meeting
1:30 PM - 2:00 PM	Break
2:00 PM - 2:45 PM	MDM/MH 1:1 --Security Concern
4:30 PM - 5:30 PM	MDM/SA 1:1 -- Security Concern