

February 1, 2023

All Day

Personal Information

9:00 AM - 9:30 AM

Office

9:30 AM - 10:00 AM

Holiday Hand off Security Concern MS Teams

10:00 AM - 11:00 AM

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

11:00 AM - 11:30 AM

Buffer

11:30 AM - 12:00 PM

OAG Coordination -- MS Teams

12:00 PM - 1:00 PM

Lunch

1:00 PM - 1:30 PM

Introductory Meeting : Phil Leong/Cheryl May -- Microsoft Teams Meeting

1:30 PM - 2:00 PM

Buffer

3:30 PM - 4:00 PM

Buffer

4:00 PM - 4:30 PM

Pre- Brief - MMF Feb. 7th -- MS Teams

February 2, 2023

All Day

Personal Information

9:00 AM - 10:00 AM

ELT Meeting -- Security Concern Microsoft Teams Meeting

10:00 AM - 10:30 AM

Buffer

10:30 AM - 11:00 AM

PSA-CAS Deep Dive Session Plan Discussion -- Microsoft Teams Meeting

February 2, 2023 Continued

11:15 AM - 12:00 PM	Pre-Minister Briefing - Crown Mandate Letter --	Security Concern
1:00 PM - 2:00 PM	Office Time	
2:00 PM - 4:00 PM	DMCSI -- MST	
4:00 PM - 6:00 PM		Personal Information; Security Concern

February 3, 2023

All Day		Security Concern
All Day		Personal Information
All Day	Public Accounts Meeting --	Security Concern
10:00 AM - 10:30 AM	Touchbase: Cheryl/Blain -- MS Teams	
12:00 PM - 12:30 PM	Buffer	
12:45 PM - 1:00 PM	Cheryl May/Pat Davis - Bi-Weekly Touchbase -- MS Teams Meeting	
1:00 PM - 1:30 PM	Bi-Weekly: BCLC Touchbase - Cheryl/Kim/Pat/Laura -- MS Teams	
1:30 PM - 2:00 PM	Briefing: Cannabis Jurisdiction Consultations -- MS Teams	
2:00 PM - 2:30 PM	Buffer	
2:30 PM - 3:00 PM	Touch Base : Catherine Holt/Cheryl May -- Microsoft Teams Meeting	

February 6, 2023

All Day

Security Concern

All Day

Personal Information

9:15 AM - 9:45 AM

9:15 - Meeting with MKC - BTAP --Security Concern

10:00 AM - 10:30 AM

Travel time

12:00 PM - 1:00 PM

Lunch

1:00 PM - 1:30 PM

Bi-Weekly: Cheryl/Doug Foster -- MS Teams Meeting

2:00 PM - 3:00 PM

Cheryl/Vanessa - Bi-Weekly Touchbase -- MS Teams Meeting

3:30 PM - 4:00 PM

Buffer

5:00 PM - 7:00 PM

Spring Session Reception Security Concern

February 7, 2023

All Day

Personal Information

9:00 AM - 9:30 AM

Teri/Cheryl - Follow up RE: BC Housing Governance -- Microsoft Teams Meeting

10:00 AM - 10:30 AM

CAS Executive Meeting -- MS Teams

12:00 PM - 1:00 PM

Lunch

1:15 PM - 2:00 PM

Cheryl/Lindsay - Pre-MMF Catch Up -- Security Concern

2:30 PM - 2:45 PM

Meeting: Shannon and Cheryl -- Teams

February 7, 2023 Continued

3:00 PM - 3:30 PM	Travel
3:30 PM - 4:00 PM	Briefing w/MMF - ICBC Basic Vehicle Damage Coverage · Security Concern MS Teams
4:00 PM - 4:30 PM	Travel

February 8, 2023

8:45 AM - 9:15 AM	Travel
9:15 AM - 9:30 AM	9:15 - MKC Briefing - LDB Service Plan -- Security Concern
10:30 AM - 11:00 AM	HOLD
11:00 AM - 12:00 PM	CAS All Staff Meeting -- Security Concern MS Teams
12:00 PM - 12:30 PM	Buffer
12:30 PM - 1:00 PM	Travel
1:00 PM - 4:00 PM	PSA Engagement #1 -- Security Concern MS Teams
4:00 PM - 4:30 PM	Travel

February 9, 2023

9:00 AM - 9:30 AM	Joint Deputy Briefing Advice/Recommendations MMF-MKC-MBB - IBN - DTC -- MS Teams
9:30 AM - 10:00 AM	Pre-brief ICBC Head Office -- Security Concern
10:30 AM - 11:00 AM	CAS Coffee -- Kitchen Area Security Concern

February 9, 2023 Continued

10:30 AM - 11:00 AM	Travel time
11:00 AM - 11:30 AM	MMF- CAS Update -- Security Concern
11:30 AM - 12:00 PM	PDE Briefing - ICBC Head Office Relocation -- Security Concern
12:00 PM - 12:30 PM	Travel
12:30 PM - 1:00 PM	Buffer

February 10, 2023

All Day	ICBC presentation to DMCE
All Day	Security Concern
8:30 AM - 10:30 AM	DMC - Security Concern Teams
10:30 AM - 11:00 AM	Travel
11:00 AM - 11:30 AM	Cheryl May/Heather Wood - Touchbase -- 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
12:00 PM - 12:30 PM	Melissa
1:00 PM - 2:00 PM	Cheryl/Toby Bi - Weekly Touchbase -- TBD
2:00 PM - 2:30 PM	Buffer

February 10, 2023 Continued

3:15 PM - 3:45 PM

MKC Briefing - Crown Agency Mandate Letters -- Teams

February 13, 2023

All Day

Security Concern

9:30 AM - 10:30 AM

Touchbase: Cheryl/Lisa -- TBD

11:30 AM - 12:00 PM

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

12:00 PM - 1:30 PM

Office Time

1:30 PM - 2:00 PM

Board Remuneration – Cheryl | John | Carmen | Kevin -- MS Teams

2:00 PM - 3:00 PM

Cheryl/Doug - Monthly Touchbase -- MS Teams Meeting

3:15 PM - 3:45 PM

CAS Working Session - follow up & next steps -- Microsoft Teams Meeting

February 14, 2023

9:00 AM - 10:30 AM

CAS Executive Leadership Team Meeting --

Security Concern

10:45 AM - 11:15 AM

Travel

11:15 AM - 11:45 AM

Briefing: MKC - Columbia Crowns - Security Concern

11:45 AM - 12:00 PM

11:45 - MKC Briefing - BCLC Service Plan Security Concern

12:00 PM - 1:00 PM

Office Time

February 14, 2023 Continued

1:00 PM - 1:30 PM	Pre- Brief - Crown & Health Authority Boards - Feb. 17 -- MS Teams
1:45 PM - 3:00 PM	Town hall with Premier David Eby and Shannon Salter -- Teams Live Event (Joining link enclosed)
3:00 PM - 3:30 PM	Touchbase: Cheryl/Bree -- MS Teams
3:30 PM - 4:00 PM	travel time
4:00 PM - 4:30 PM	Meeting: MMF - BTAP & check in on Liquor File · Security Concern

February 15, 2023

9:30 AM - 10:00 AM	Touchbase: Cheryl/Blain -- MS Teams
10:30 AM - 11:00 AM	MEETING Monthly w/ Cheryl May and Kaye Krishna -- MS Teams
11:30 AM - 12:00 PM	Christine/Cheryl - Coffee Meeting · Security Concern
12:30 PM - 1:30 PM	CAS Valentine's Day Bake Off -- Kitchen Area · Security Concern
3:30 PM - 4:00 PM	CAS Check-In (LDB)

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

February 15, 2023 Continued

Government Financial Information; Security Concern

4:00 PM - 6:00 PM

Personal Information; Security Concern

February 16, 2023

9:45 AM - 10:00 AM

MEETING: Doug & Toby - ICBC -- MS Teams

1:30 PM - 2:00 PM

Briefing w/MMF - ICBC Service Plan -- Security Concern

1:45 PM - 2:15 PM

Private Appointment

2:00 PM - 2:45 PM

DMCSI -- MST

5:00 PM - 5:30 PM

Direct to Consumer System. -- Cheryl to call Doug's Cell

February 17, 2023

All Day

Security Concern

February 17, 2023 Continued

All Day	Security Concern
10:00 AM - 10:30 AM	Bi-Weekly: Cheryl/Doug Foster -- MS Teams Meeting
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	Crown & Health Authority Boards -- Microsoft Teams Meeting
3:30 PM - 4:00 PM	ICBC Touchbase - Cheryl/Toby/Phil/Lindsay/Chris Tupper -- MS Teams

February 20, 2023

All Day	Family Day (many provinces) -- Canada
All Day	Islander Day (Prince Edward Island) -- Canada
All Day	Security Concern
All Day	Louis Riel Day (Manitoba) -- Canada
8:30 AM - 4:30 PM	Family Day

February 21, 2023

9:00 AM - 10:30 AM	CAS Executive Leadership Team Meeting --	Security Concern
11:00 AM - 11:30 AM	CAS - Working Session 2 - Planning Check in -- MS Teams	
1:00 PM - 2:00 PM	Cheryl/Vanessa - Bi-Weekly Touchbase -- MS Teams Meeting	
2:00 PM - 2:30 PM	Office time	

February 21, 2023 Continued

2:00 PM - 2:30 PM

Shannon

2:30 PM - 3:15 PM

1:15 Kim/Cheryl - Bi-Weekly Meeting -- MS Teams

Security
Concern

February 22, 2023

All Day

Pink Shirt Day

9:00 AM - 12:00 PM

PSA Engagement #2 --

Security Concern

MS Teams

12:00 PM - 1:00 PM

Office Time

1:00 PM - 1:30 PM

Touchbase: Cheryl/Lisa -- MS Teams

1:30 PM - 2:00 PM

Buffer

2:00 PM - 2:30 PM

CAS All Staff Meeting --

Security Concern

2:00 PM - 2:30 PM

CAS All Staff meeting -- MS Teams

2:30 PM - 3:00 PM

Buffer

3:30 PM - 4:30 PM

Cheryl/Toby Bi - Weekly Touchbase -- TBD

February 23, 2023

9:30 AM - 10:00 AM

LDB Touchbase - Cheryl/Kim/Blain/Erin --

Security Concern

10:00 AM - 11:30 AM

Briefings - LDB's Corporate Social Impact Strategy/IT Projects --

Security Concern

February 23, 2023 Continued

10:30 AM - 11:00 AM	CAS Coffee -- Kitchen Area Security Concern This is an optional social invitation where we can chit chat and enjoy some non-work-related conversation!
11:30 AM - 12:00 PM	Buffer
12:00 PM - 1:00 PM	RBCM Discussion -- MS Teams
1:00 PM - 1:30 PM	Travel
1:00 PM - 1:15 PM	ELT Check In -- Security Concern
1:30 PM - 2:00 PM	MMF Meeting: UBCIC - RoadSafetyBC - ICBC - Crown Agencies Secretariat Driver Licencing Working Group Progress Report -- Security Concern
2:00 PM - 2:30 PM	Travel
2:30 PM - 4:30 PM	Office Time
2:30 PM - 3:00 PM	Tracy Mandur
3:30 PM - 4:00 PM	Teri

February 24, 2023

All Day	Heritage Day (Yukon) -- Canada
All Day	Security Concern
8:30 AM - 10:30 AM	DMC Security Concern Teams
10:30 AM - 11:00 AM	Buffer

February 24, 2023 Continued

11:00 AM - 11:30 AM	PSA Working Session 2 - post-meeting check in -- Microsoft Teams Meeting
12:00 PM - 1:00 PM	Office Time
1:00 PM - 2:15 PM	1:00PM DMCE -- Teams Meeting
2:30 PM - 3:00 PM	Buffer

February 27, 2023

All Day	Security Concern	
9:00 AM - 9:30 AM	Office Time	
10:00 AM - 10:30 AM	Coffee: Cheryl/Jennifer -- Security Concern	
10:30 AM - 11:00 AM	buffer	
11:30 AM - 12:00 PM	Cheryl May/Heather Wood - Touchbase -- MS Teams Meeting	
12:15 PM - 1:15 PM	Lunch: Cheryl/Alexis -- Matsuri Sushi	
1:30 PM - 2:00 PM	Buffer	
2:30 PM - 3:00 PM	Buffer	
3:30 PM - 4:00 PM	Review: LDB Implementation Project Governance_draft -- MS Teams	Security Concern
4:00 PM - 4:30 PM	Travel	
4:30 PM - 5:00 PM	Pre-Brief: MMF/Jeff Guignard --	Security Concern

February 27, 2023 Continued

February 28, 2023

All Day

Budget Day

8:30 AM - 1:00 PM

Budget lock up - be available by phone

9:00 AM - 10:30 AM

CAS Executive Leadership Team Meeting --

Security Concern

12:00 PM - 12:30 PM

Shannon/Neilane/Cheryl - Touchbase -- MS Teams

1:30 PM - 2:30 PM

BUDGET

2:30 PM - 3:00 PM

Touchbase: Cheryl/Bree -- TBD

3:00 PM - 3:30 PM

File transition · Security Concern