

March 1, 2023

08:00 - 09:00	Bi-Monthly JOINT Executive Meeting: EMCR, MUNI and HOUSING --
09:30 - 09:45	Grant- MS
09:45 - 10:00	Planning meeting
10:30 - 11:30	Private Appointment
11:30 - 12:15	Trilat: Tara/Mary Sue/Alex --
12:00 - 13:00	Lunch
13:00 - 14:25	SET
14:00 - 14:30	QP
14:30 - 15:00	Raeleen
15:00 - 15:45	Trilat + 1: Tara/Mary Sue/Grant/Keith --
16:00 - 17:00	Alex/Mary Sue 1:1 Weekly --

March 2, 2023

08:00 - 08:25	1:1 Tara/Mary Sue --
09:00 - 10:00	Private Appointment
10:00 - 11:00	Private Appointment
12:00 - 13:00	Lunch
12:00 - 12:45	Multi DM's meeting et al.

March 2, 2023 Continued

13:00 - 13:30	MS\Raeleen 1:1
14:00 - 14:25	Comms Check-in: Bridget/Raeleen/Jenn/Mary Sue --
14:30 - 14:45	Keith
14:45 - 15:00	Mary
15:15 - 15:30	Nikki
15:30 - 16:00	Check-in: Tara/Mary Sue/Raeleen/Jenn --
16:00 - 16:30	Raeleen?
17:15 - 17:30	Private Appointment

March 3, 2023

08:00 - 08:15	Private Appointment
08:15 - 08:45	FNLC
08:45 - 09:00	Grant
09:00 - 10:00	Estimates
10:00 - 10:25	Mike M/Mary Sue M - 1/4ly Skip Level --
10:50 - 11:20	Mary Sue\Grant\Katie: LGIC Powers
11:00 - 12:30	Private Appointment
12:00 - 13:00	Lunch

March 3, 2023 Continued

14:30 - 14:55 Trilat: Tara/Mary Sue/Krystal --

15:00 - 16:00 Cheryl May/MSM

March 5, 2023

16:00 - 18:00 Private Appointment

March 6, 2023

08:30 - 09:15 1:1 Tara/Mary Sue --

09:15 - 09:30 Check-in Tara/Mary Sue/Jenn

09:30 - 10:00 MBM Mtg w/ Avalanche Canada

10:00 - 10:50 Grant/Mary Sue 1:1 Weekly --

11:00 - 11:45 MBM Weekly Check-in: MBM/Tara/Mary Sue --

12:00 - 13:00 Lunch

12:45 - 13:00 Mary Sue\Grant\Raeleen: Advice/Recommendations; Cabinet Confidences;
Legal Information

13:00 - 14:30 FW: FNLC & EMCR - Cabinet Confidences

14:30 - 15:00 Post FNLC follow up: Tara\Mary Sue\Monica\Grant\Bryan

15:15 - 15:45 Ana/Victoria/Mary Sue Weekly --

March 7, 2023

All Day Private Appointment

March 7, 2023 Continued

07:45 - 08:45	Tara/Mary Sue
10:00 - 10:55	Trilat: Tara/Mary Sue/Alex --
11:00 - 12:00	Mary Sue\Madeline 1:1
12:00 - 13:00	Lunch
12:45 - 13:00	Mary Sue\Grant\Raeleen: Advice/Recommendations; Cabinet Confidences; Legal Information
17:00 - 18:00	MBM Cabinet Confidences (Tara/Mary Sue/Grant/Monica)

March 8, 2023

07:30 - 09:00	Tara/Mary Sue
09:00 - 09:45	Weekly Touchbase: Tara/Mary Sue/Mel/Andrew
11:00 - 11:45	Cabinet Confidences
12:00 - 13:30	FNLC & EMCR technical teams – Cabinet Confidences
12:00 - 13:00	Lunch
15:15 - 16:00	MBM Cabinet Confidences (Tara/Mary Sue/Grant/Monica)

March 9, 2023

08:00 - 08:30	Advice/Recommendations Tara/Rick/Kaye/Peter/Mary Sue/Eamon/Jennifer/Jillian/Matt
08:30 - 09:00	8:30 MAK BRIEFING Cabinet Confidences
09:00 - 09:30	9:00am MMR Cabinet Confidences

March 9, 2023 Continued

09:30 - 11:00	Cabinet Confidences
11:30 - 11:55	Check-in: Tara/Mary Sue/Raeleen/Jenn --
12:00 - 13:00	Lunch
13:30 - 14:00	MBM 1:30PM Pre-Brief for Cabinet Confidences
14:45 - 15:30	3:00pm Cabinet Confidences (Tara/Mary Sue/Grant) - Keith virtual on stand-by
15:45 - 16:45	Private Appointment

March 10, 2023

09:00 - 09:30	Tara/Mary Sue
10:00 - 10:25	Mary Sue\Alex touch base
10:30 - 11:00	Cabinet Confidences Tara/Mary Sue/Alex/Grant/Raeleen/Julia/Sally
11:00 - 11:30	Comms Check-in: Bridget/Raeleen/Jenn/Mary Sue --
11:30 - 11:55	Org Structure Updates --
12:00 - 13:00	Lunch
12:00 - 12:30	Follow-up: Tara/Mary Sue/Grant/Barb/Jessica/Tom/Julie
12:45 - 13:00	Mary Sue\Grant\Raeleen: Advice/Recommendations; Cabinet Confidences; Legal Information
13:00 - 13:25	Mary Sue\Jenn Touchbase

March 10, 2023 Continued

13:30 - 14:00	Trilat: Tara/Mary Sue/Krystal --
14:00 - 14:30	Check-in: Tara/Mary Sue/Mel
14:30 - 15:00	DM Pre Brief on DM EM Orientation: Tara/Ken/Jeff/Lisa/ Mary Sue
15:00 - 15:30	Mary Sue\Alex\Dara check in
15:45 - 16:15	Check-in: Tara/Mary Sue/Nikki
17:00 - 18:00	Private Appointment

March 13, 2023

08:00 - 08:45	1:1 Tara/Mary Sue --
08:45 - 09:00	Check-in Tara/Mary Sue/Jenn --
09:00 - 09:15	Advice/Recommendations; Cabinet Confidences Daily Scrum - workstream focused --
10:00 - 10:45	Weekly Touchbase: Tara/Mary Sue/Mel/Andrew
10:45 - 11:30	Advice/Recommendations; Cabinet Confidences;
11:30 - 12:00	EMCR Hybrid Work - Next Steps: Tara/Mary Sue/Alex/Christine
12:00 - 13:00	Lunch
12:15 - 12:30	Mary Sue\Julia check in
13:00 - 13:55	Grant/Mary Sue 1:1 Weekly --
14:00 - 14:55	Madeline/Mary Sue 1:1 Weekly --

March 13, 2023 Continued

15:00 - 15:25 Trilat: Tara/Mary Sue/Madeline --

15:30 - 15:55 Trilat: Tara/Mary Sue/Kathryn --

March 14, 2023

08:30 - 09:00 Monthly check in: Tara/Mary Sue/Christine F. --

09:00 - 09:25 Trilat: Mary Sue\Raeleen\Alisha --

09:30 - 10:00 Mary Sue check in with Sally, Raeleen

10:30 - 11:00 Mary Sue/Ana/Alisha/ Victoria Weekly --

11:00 - 11:30 Alex/Mary Sue 1:1 Weekly --

11:30 - 12:00 Cabinet
Confidences Pre-brief: Tara/Mary Sue/Alex

12:00 - 13:00 Lunch

12:00 - 12:30 MAG Memo

13:00 - 14:30 SET

March 15, 2023

08:15 - 08:55 1:1 Tara/Mary Sue --

09:00 - 09:45 Trilat: Tara/Mary Sue/Grant --

10:00 - 10:25 SET Accountability Letter Final review 22/23: Personal Information

March 15, 2023 Continued

10:30 - 11:25	Trilat: Tara/Mary Sue/Alex --
11:30 - 12:00	Advice/Recommendations; Legal Information
11:45 - 12:30	MEETING: Tom, Mary Sue, Rosanne, Stacey, Derek
12:00 - 13:00	Lunch
13:00 - 14:00	DMC-DREM
14:00 - 14:30	MEETING: Tom, Mary Sue, Debbie, Rhea, Richard
14:30 - 15:00	MBM check-in: Grant agenda item
15:00 - 15:30	MBM Update: Alex agenda item
15:30 - 16:00	MBM Weekly Check-in: MBM/Tara/Mary Sue --
16:00 - 16:30	Check-in: Tara/Mary Sue/Raeleen/Jenn --
17:00 - 17:30	Advice/Recommendations; Cabinet Confidences Doug/Tara/Mary Sue/Tom/Jessica/Grant

March 16, 2023

08:30 - 09:00	Heat dome emergency approach for seniors
09:45 - 10:00	Mary Sue\Ana 1:1
10:30 - 12:00	EMCR Executive Team Meeting
12:00 - 13:00	Lunch

March 16, 2023 Continued

12:00 - 12:15	Check-in: Tara/Mary Sue/Grant	
13:15 - 13:30	Cabinet Confidences MBM/Tara/Mary Sue/Mel/Alex	
14:00 - 14:45	Operations Policy: Mary Sue\Alex\Jennifer\Madeline\Grant	
15:00 - 16:30	FW: FNLC & EMCR technical teams –	Cabinet Confidences
16:00 - 16:25	Trilat: Tara/Mary Sue/Krystal --	

March 17, 2023

All Day	Private Appointment	
08:00 - 08:15	Private Appointment	
09:00 - 09:30	Private Appointment	
10:30 - 11:30	MyPerformance Review: Personal Information	
12:00 - 13:00	Lunch	
14:00 - 14:30	Comms Check-in: Mary Sue/Jenn/Alisha/CPC Team --	
15:30 - 16:00	Org structure updates	

March 20, 2023

08:00 - 09:00	1:1 Tara/Mary Sue --	
08:30 - 09:00	MBM/DM Checkin re: Cabinet Confidences	
09:15 - 09:45	Grant/MS	

March 20, 2023 Continued

10:00 - 10:25	All Staff Presentation (Mary Sue/Christine)	
10:30 - 10:55	Agnes/Alisha/Mary Sue Weekly --	
11:00 - 11:30	Weekly Touchbase: Tara/Mary Sue/Mel/Andrew/Arjin/Mack	
11:45 - 12:00	Quick check in	
12:00 - 13:00	Lunch	
13:30 - 14:00	Private Appointment	
14:30 - 15:00	ECOMM UPDATES -- MS Teams	Security Concern
15:00 - 16:00	3PM Pre-brief: MBM/FNLC	Advice/Recommendations
16:00 - 16:55	Grant/Mary Sue 1:1 Weekly --	

March 21, 2023

08:00 - 08:30	Tara/Mary Sue	
09:30 - 10:00	9:30am FNLC Pre-Brief	
10:30 - 11:00	Estimates cycle Check-in	
11:00 - 11:30	Cabinet Confidences	Tara/Mary Sue/Grant/Raeleen/Julia/Ryan/Jordan --
12:00 - 13:00	Lunch	
12:00 - 13:00	Review Speaking Notes	

March 21, 2023 Continued

13:00 - 13:30 Pre-brief All staff meeting: Tara/Mary Sue/Raeleen/Bridget/Jordan

16:00 - 17:00 FNLC & EMCR - Advice/Recommendations

March 22, 2023

08:00 - 08:30 Tara/Mary Sue

08:30 - 08:55 Trilat: Tara/Mary Sue/Krystal --

09:00 - 09:55 Dara/Mary Sue 1:1 --

10:00 - 11:00 Ad Hoc: DMC-DREM

11:00 - 11:15 Grant

11:30 - 11:55 HR: Dara/Christine F/Mary Sue - Bi-weekly --

12:00 - 13:00 Lunch

13:00 - 13:45 Check-in: Tara/Mary Sue/Raeleen Personal Information

14:30 - 15:25 Trilat: Tara/Mary Sue/Dara

15:30 - 16:00 E-Comm Board of Directors Zoom Call

16:00 - 16:30 Chrissy/Mary Sue 1:1 --

March 23, 2023

08:00 - 08:30 Advice/Recommendations Tara/Rick/Mary Sue/Eamon/Jennifer/Matt/Kathryn --

March 23, 2023 Continued

08:30 - 09:00	Check-in: Tara/Mary Sue/Grant/Dara --
09:00 - 10:00	Cabinet Confidences (Tara/Mary Sue/Grant/Dara)
10:30 - 11:55	EMCR All Staff Meeting
12:00 - 13:00	Lunch
14:00 - 14:30	MBM Weekly Check-in: MBM/Tara/Mary Sue --
14:30 - 15:00	MBM prebrief Cabinet Confidences MBM/Tara/Mary Sue/Dara
15:00 - 16:00	DM briefing Estimates Prep with SET
16:00 - 16:30	Heat Dome: Recommendations Summary Table

March 24, 2023

08:00 - 08:30	Tara/Mary Sue
09:30 - 10:00	Grant
10:00 - 10:30	Call with Angela
10:30 - 11:00	Jessica and MS
11:00 - 11:30	Private Appointment
11:30 - 11:55	Org Structure Updates --
12:00 - 13:00	Lunch
12:00 - 13:00	Meet with Mary Shaw

March 24, 2023 Continued

13:00 - 13:45	Trilat: Tara/Mary Sue/Grant --
14:00 - 14:10	Call - Brian G/Mary Sue
14:30 - 14:55	SET Accountability Letter Final review 22/23 Personal Information

March 26, 2023

09:30 - 10:15	Cabinet Confidences
14:30 - 15:00	Check in on progress and next steps
16:30 - 17:30	Grant/MS/TR

March 27, 2023

08:00 - 08:30	Tara/Mary Sue --
08:30 - 09:00	Cabinet Confidences
09:15 - 09:45	MBM: Cabinet Confidences MBM/Tara/Mary Sue/Alex/Dara/Grant
09:45 - 10:15	Ana/Alisha/Mary Sue Weekly --
10:15 - 10:45	MBM Cabinet Confidences pre-brief (Tara/Mary Sue)
10:45 - 12:30	MBM Estimates briefing (Tara/Mary Sue/Jennifer/Julia/Monica/Kathryn/Grant/Alex/Pader)
12:30 - 13:00	Lunch
13:00 - 13:30	1PM Estimates Briefing

March 27, 2023 Continued

13:30 - 14:00	Check in on Cabinet Confidences
14:30 - 15:00	Check-in Tara/Mary Sue/Jenn
15:30 - 16:30	Cabinet Confidences (MBM/Tara/Mary Sue/Alex)

March 28, 2023

08:00 - 09:00	MBM Cabinet Confidences Tara/Mary Sue/Grant
08:30 - 09:00	FW: AG Briefing Advice/Recommendations; Cabinet Confidences; Legal Information
09:00 - 09:45	Trilat: Mary Sue\Raeleen\Alisha --
09:45 - 10:15	Grant
11:00 - 11:30	Bi-Weekly Check in: Mary Sue\Raeleen\Sally --
11:30 - 12:00	Final review
12:00 - 12:30	Advice/Recommendations Tara\Mary Sue\Grant
12:30 - 13:30	Lunch
13:45 - 14:15	MBM Weekly Check-in: MBM/Tara/Mary Sue/Grant --
14:00 - 15:00	Alex/Mary Sue 1:1 Weekly --
15:00 - 18:30	Estimates

March 29, 2023

09:00 - 10:00	Community Recovery Update for PS Russell
09:30 - 10:00	Raeleen
10:00 - 10:30	Ana checkin
10:30 - 10:45	eapproves
10:45 - 11:00	Catch Tara
11:00 - 11:55	Trilat: Tara/Mary Sue/Alex --
12:15 - 12:45	MBM Cabinet Confidences (MBM/Tara/Mary Sue/Grant)
13:00 - 14:00	Lunch
14:30 - 19:00	Estimates

March 30, 2023

08:30 - 09:00	SET Accountability Letter Final review 22/23: Personal Information
09:30 - 09:55	Comms Check-in: Mary Sue/Jenn/Alisha/CPC Team --
10:00 - 10:30	Julia
10:45 - 11:15	Raeleen
12:00 - 13:00	Lunch
13:30 - 14:30	Cabinet Confidences EMCR

March 31, 2023

All Day	Private Appointment
07:00 - 07:15	Private Appointment
08:15 - 08:45	Check in
09:00 - 09:40	Trilat: Tara/Mary Sue/Grant --
10:00 - 11:00	Personal Information
11:30 - 12:00	Seasonal Prep: Mary Sue\Pader\Grant\Raeleen\Krystal
12:00 - 13:00	Lunch
12:00 - 12:15	Tara/Mary Sue
12:15 - 12:45	Check in: Tara\Mary Sue\Neil
13:30 - 14:00	Advice/Recommendations; Cabinet Confidences; Legal Information Tara/Mary Sue/Alex/Grant/Raeleen/Julia/Sally/Pader --
14:00 - 14:40	Check-in: Tara/Mary Sue/Raeleen/Jenn --
14:45 - 15:25	Pader/Mary Sue 1:1 --
15:30 - 16:00	SET Accountability Letter Final review 22/23; Personal Information