

April 3, 2023

All Day	**HOUSE SITTING March 27 - April 6/22	
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 - 9:45 AM	Land and reconciliation narrative --	Security Concern
9:45 AM - 11:00 AM	Agenda/PPS/Weekly Meeting -- Security Concern Teams	
11:00 AM - 11:30 AM	Estimates Review --	Security Concern
11:30 AM - 12:00 PM	Marie/Kyla Check-in	
12:00 PM - 1:00 PM	FOI	
1:00 PM - 1:30 PM	Office time/emails	
2:00 PM - 3:15 PM	QP	
2:30 PM - 3:00 PM	Tara/Marie/Mary Sue/Jen/Krystal -- Microsoft Teams Meeting	
3:00 PM - 3:30 PM	MDM/ST Check in	
5:30 PM - 6:00 PM	Private Appointment	
7:30 PM - 9:15 PM	Personal Information	-- Microsoft Teams Meeting

April 4, 2023

All Day	**HOUSE SITTING March 27 - April 6/22
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April 4, 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	
9:15 AM - 9:30 AM	Huddle -- Microsoft Teams Meeting	
9:30 AM - 10:00 AM	Review material -- Microsoft Teams Meeting	
10:00 AM - 11:00 AM	ADM Review	
11:00 AM - 12:00 PM	Executive Meeting --	Security Concern
12:15 PM - 1:15 PM	Break	
1:00 PM - 1:30 PM	Executive Staffing Approvals -- Teams	
2:30 PM - 3:30 PM	ADM Candidates Review -- Teams	
4:00 PM - 4:45 PM	MDM/SA 1:1 check-in	

April 5, 2023

All Day	**HOUSE SITTING March 27 - April 6/22	
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 - 11:00 AM	Cabinet -- Security Concern	Teams
11:00 AM - 12:00 PM	Hold: discussion -- Zoom	

April 5, 2023 Continued

12:00 PM - 1:00 PM	Break
1:00 PM - 1:30 PM	Office time/emails
1:30 PM - 2:15 PM	Meeting: Marie Della Mattia and Matt Smith - Security Concern /MS Teams
2:00 PM - 3:15 PM	QP
2:45 PM - 3:00 PM	ADM Panel Brief -- Teams
3:00 PM - 3:30 PM	MDM/SM 1:1 Check in -- Teams
3:30 PM - 4:00 PM	Wednesday De-brief -- teams Security Concern
4:00 PM - 4:30 PM	Cabinet Confidences; Security Concern Teams
4:30 PM - 5:00 PM	Doug -- Microsoft Teams Meeting
5:45 PM - 6:45 PM	Cabinet Confidences; Security Concern Teams
6:45 PM - 7:45 PM	Dinner

April 6, 2023

All Day	**ESTIMATES BINDERS TO MO**
All Day	**HOUSE SITTING March 27 - April 6/22
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 - 12:00 PM	Leadership Culture Conversations – Session 3 -- Security Concern

April 6, 2023 Continued

10:30 AM - 11:45 AM	QP
12:00 PM - 12:45 PM	Briefing: PSSG Security Concern Teams
1:00 PM - 1:30 PM	Marie/Kyla Check-in
1:30 PM - 2:00 PM	MDM/AL 1:1 Check in -- Teams Security Concern
2:00 PM - 2:45 PM	MDM/ST Check-in -- Security Concern
2:00 PM - 2:30 PM	Chat about Cab sub decks -- Microsoft Teams Meeting
2:45 PM - 3:45 PM	ADM Interview -- Teams Security Concern
4:00 PM - 4:30 PM	MDM/JH 1:1 -- Security Concern
4:45 PM - 5:45 PM	GCPE Pub night -- Security Concern

April 7, 2023

All Day	**GOOD FRIDAY**
8:00 AM - 5:00 PM	*Good Friday*

April 10, 2023

All Day	**Easter Break Week**
All Day	**EASTER MONDAY**
8:00 AM - 5:00 PM	*Easter Monday*

April 11, 2023

All Day	**Easter Break Week**
8:00 AM - 8:30 AM	8am Weekly Check-in -- Microsoft Teams Meeting
8:30 AM - 9:00 AM	8:30 Meeting -- Microsoft Teams Meeting
9:00 AM - 1:00 PM	Treasury Board - Cancelled
10:00 AM - 11:30 AM	Agenda/PPS/Weekly Meeting Security Concern /Teams
11:30 AM - 12:00 PM	Advice/Recommendations; Government Financial Information -- Microsoft Teams Meeting
12:00 PM - 1:00 PM	Office time/emails
1:00 PM - 1:30 PM	Executive Staffing Approvals -- Teams
2:00 PM - 2:45 PM	Core Exec Guests - B.C. Reconciliation Attitudes
2:30 PM - 3:00 PM	PSSG: comms -- Microsoft Teams Meeting
3:30 PM - 4:00 PM	Nathan Allan
4:00 PM - 4:30 PM	Sara/Marie connect Security Concern
4:45 PM - 5:00 PM	Jessica and Marie

April 12, 2023

All Day	**Easter Break Week**
8:00 AM - 8:30 AM	FOI review Security Concern Teams

April 12, 2023 Continued

8:30 AM - 9:00 AM	Housing Communications Team -- Teams
9:00 AM - 9:30 AM	9:00 Meeting -- Microsoft Teams Meeting
9:30 AM - 12:00 PM	Long term planning -- Security Concern in person
12:00 PM - 1:00 PM	ADM Interview -- Teams Security Concern
1:00 PM - 2:15 PM	FW: Audience/User Development Exercise - Personas -- Security Concern
1:15 PM - 4:15 PM	Long term planning -- Security Concern in person

April 13, 2023

All Day	**Easter Break Week**
8:00 AM - 10:00 AM	Breakfast Security Concern
9:00 AM - 9:30 AM	9:00 Meeting -- Microsoft Teams Meeting
11:00 AM - 11:30 AM	MDM/JH 1:1 -- Security Concern
11:45 AM - 12:00 PM	Distribution lists Security Concern Teams
12:00 PM - 1:00 PM	Break
1:00 PM - 1:30 PM	Marie/Jeff 1:1 --Security Concern
1:30 PM - 1:45 PM	Call -- Phone

April 13, 2023 Continued

1:45 PM - 2:30 PM	Sara/Marie connect -- Security Concern
2:30 PM - 3:30 PM	Strategic Communications Follow-up – Teams Security Concern
3:30 PM - 4:00 PM	Flexible Work Guidelines -- HQ or Teams

April 14, 2023

9:00 AM - 10:00 AM	Attend an Employee Development Session - Managing The Emotional Side of Change and Maintaining Perspective -- Microsoft Teams Meeting
9:00 AM - 10:00 AM	Canceled: Longer Term Planning Meeting -- Microsoft Teams Meeting
9:00 AM - 9:30 AM	MDM/KA 1:1 -- Security Concern
10:00 AM - 10:45 AM	Meeting: Marie Della Mattia and Matt Smith -- MS Teams
11:00 AM - 11:15 AM	MDM/EB Check in -- Security Concern
12:00 PM - 1:30 PM	ADM Interview -- Teams
1:30 PM - 3:00 PM	MDM/SM 1:1 -- Via Teams
1:30 PM - 2:30 PM	EMCR protocol -- Microsoft Teams Meeting
3:00 PM - 3:30 PM	PSSG Update -- MS Teams
3:30 PM - 4:00 PM	MDM/ST -- Security Concern

April 17, 2023

All Day	**House in Session**
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 - 9:30 AM	Estimates Security Concern Teams
9:30 AM - 10:00 AM	FOI -- Via Teams
10:00 AM - 12:00 PM	CCE
10:30 AM - 12:00 PM	Agenda/PPS/Weekly Meeting Security Concern Teams
12:00 PM - 12:30 PM	Break
12:00 PM - 12:15 PM	MDM/KA check in -- Security Concern
12:30 PM - 1:00 PM	All-staff broadcast with Minister Conroy -- MS Teams
1:00 PM - 1:30 PM	Reconciliation Review -- Microsoft Teams Meeting
1:30 PM - 2:00 PM	MDM/JH 1:1 -- Teams Security Concern
2:00 PM - 3:15 PM	QP
2:00 PM - 2:45 PM	PSSG pre-brief Security Concern Teams
3:00 PM - 4:30 PM	ELUC
4:45 PM - 5:30 PM	Briefing: PSSG -- Security Concern

April 17, 2023 Continued

6:00 PM - 8:00 PM

Town hall

April 18, 2023

All Day

****House in Session****

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 - 9:30 AM

MDM/AL 1:1 --

Security Concern

9:30 AM - 10:00 AM

MDM/ST 1:1 -- Security Concern

10:00 AM - 10:30 AM

Check-in: Sage Aaron -- MS Teams

10:30 AM - 11:45 AM

QP

11:00 AM - 12:00 PM

Executive Meeting --

Security Concern

11:15 AM - 11:30 AM

Present at Executive -- Security Concern

12:00 PM - 1:00 PM

Break

1:00 PM - 1:30 PM

Executive Staffing Approvals -- Teams

1:30 PM - 2:00 PM

MDM/KA Check in -- Security Concern

2:00 PM - 4:00 PM

SI

3:00 PM - 3:30 PM

Comms huddle -- Microsoft Teams Meeting

5:00 PM - 6:30 PM

Townhall

April 19, 2023

All Day	**House in Session**	
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 - 11:00 AM	Cabinet - GCPE presenting research	
11:15 AM - 12:00 PM	MDM/SA 1:1 -- Teams	Security Concern
12:00 PM - 12:15 PM	MDM/CS Check in	Security Concern Teams or call
12:30 PM - 1:30 PM	Break	
2:00 PM - 3:15 PM	QP	
3:30 PM - 4:30 PM	PREM Prep --	Security Concern
4:30 PM - 5:00 PM	Long Term Priorities Planning - Initial Meeting --	Security Concern

April 20, 2023

All Day	**House in Session**	
8:00 AM - 8:30 AM	8am Daily Check-in	Security Concern Teams or call
8:30 AM - 9:45 AM	Speaker Series - Graham Waller -- MS Teams	
8:30 AM - 9:00 AM	8:30 Meeting -- Microsoft Teams Meeting	
10:00 AM - 10:30 AM	MDM/ST 1:1 -- Teams	Security Concern

April 20, 2023 Continued

10:30 AM - 11:45 AM	QP
11:15 AM - 12:00 PM	MDM/SM 1:1 -- Teams Security Concern
12:00 PM - 1:00 PM	Break
1:00 PM - 1:30 PM	Marie/Zoe -- Teams
1:30 PM - 2:30 PM	Review time
2:30 PM - 3:00 PM	PSSG update -- MS Teams
3:00 PM - 3:30 PM	Marie/Sage/Sharon Security Concern Teams
4:00 PM - 5:30 PM	Template work

April 21, 2023

8:30 AM - 10:30 AM	FW: DMC Security Concern Teams
11:00 AM - 12:00 PM	GCPE Graphic Communications Learning Series: Intellectual Property (IP) -- Microsoft Teams Meeting
11:00 AM - 11:30 AM	Meeting: Shannon and Marie Della Mattia - Monthly Check In -- MS teams
12:00 PM - 1:00 PM	Break
1:00 PM - 1:30 PM	RTB interface -- Teams
1:30 PM - 2:00 PM	MDM/KA check in
2:30 PM - 3:00 PM	Planning meeting -- MS Teams
3:00 PM - 3:30 PM	Meeting: Marie Della Mattia and Matt Smith -- MS Teams

April 21, 2023 Continued

3:30 PM - 4:30 PM

DMC-DREM -- Teams

April 24, 2023

All Day

****House in Session****

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 - 11:00 AM

Agenda/PPS/Weekly Meeting Security Concern Teams

11:00 AM - 11:30 AM

MDM/TM check in -- Teams

11:30 AM - 12:00 PM

FOI Review -- Teams Security Concern

12:00 PM - 12:30 PM

Review

12:30 PM - 1:30 PM

BREAK

1:30 PM - 2:15 PM

MDM/JH 1:1 Security Concern Teams

2:00 PM - 3:15 PM

QP

2:15 PM - 2:45 PM

Succession Priority Positions (SPPs) -- Microsoft Teams Meeting

2:45 PM - 3:00 PM

MDM/ST -- Security Concern

3:00 PM - 3:30 PM

PSSG Check-in -- Security Concern

4:45 PM - 5:05 PM

Discussion -- Security Concern

April 25, 2023

All Day	**House in Session**
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 - 9:30 AM	MDM/AL 1:1 -- Teams Security Concern
9:30 AM - 10:00 AM	MDM/KA Check in -- In Office
10:00 AM - 10:30 AM	MDM/ST 1:1 -- Teams Security Concern
10:30 AM - 11:45 AM	QP
11:30 AM - 12:15 PM	Flexible Workplace Guidelines Open Conversation -- Teams
12:15 PM - 1:00 PM	Break
1:00 PM - 1:30 PM	Executive Staffing Approvals -- Teams
2:15 PM - 3:00 PM	PSSG Check-in -- Security Concern
3:00 PM - 3:30 PM	MDM/SA 1:1 -- Teams Security Concern
3:30 PM - 4:00 PM	Declaration Act Secretariat/GCPE -- Teams
4:30 PM - 5:00 PM	TB Review -- Teams or

April 26, 2023

All Day	**House in Session**
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April 26, 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 - 12:00 PM	Cabinet
10:00 AM - 11:00 AM	Understanding Your Audience (online) - Connect & Collaborate -- Microsoft Teams Meeting
12:00 PM - 1:00 PM	Break
1:00 PM - 2:00 PM	Communications During Activation -- Teams
2:00 PM - 3:15 PM	QP
2:00 PM - 2:15 PM	Wednesday Debrief -- Security Concern
2:30 PM - 3:00 PM	MDM/KA -- Security Concern
3:00 PM - 4:00 PM	Calendar planning -- Microsoft Teams Meeting
4:30 PM - 5:30 PM	Meeting: Monthly GCPE -- Security Concern
5:30 PM - 6:00 PM	PSSG Check-in -- Security Concern

April 27, 2023

All Day	**House in Session**
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

April 27, 2023 Continued

9:00 AM - 9:45 AM	Office/emails
10:00 AM - 11:00 AM	MDM/ST 1:1 -- Teams Security Concern
10:30 AM - 11:45 AM	QP
11:15 AM - 12:00 PM	MDM/SM 1:1 -- Teams Security Concern
12:00 PM - 2:00 PM	Treasury Board
2:00 PM - 2:30 PM	Check-in: Marie & Matt -- Security Concern
2:30 PM - 3:00 PM	Briefing: PSSG -- Teams
3:00 PM - 4:00 PM	Office Time
7:30 PM - 7:45 PM	PSSG check-in -- Conference call (timing may fluctuate)

April 28, 2023

8:30 AM - 9:15 AM	Prep for the Monday Agenda/Issues Meeting -- Teams
9:30 AM - 10:30 AM	Check in
10:45 AM - 11:15 AM	Communications Resources -- Teams
11:30 AM - 12:00 PM	Marie/Jeff 1:1 -- Security Concern
12:15 PM - 12:45 PM	PSSG Check-in -- MS Teams
12:30 PM - 1:00 PM	Break

April 28, 2023 Continued

1:00 PM - 1:45 PM	Audience/Persona Guide	Security Concern	Teams
2:00 PM - 2:30 PM	Cabinet Meeting Prep --	Security Concern	Microsoft Teams Meeting
2:45 PM - 3:15 PM	Marie/Neil/Sage --	Security Concern	Teams
3:30 PM - 4:30 PM	Estimates -- Teams	Security Concern	
3:45 PM - 4:15 PM	PSSG Check-in -- MS Teams		