

January 1, 2024

All Day

NY Day

January 2, 2024

9:00 AM - 9:30 AM

Office hours + return calls

9:30 AM - 10:30 AM

Agenda/PPS Weekly Meeting -- MS teams

12:00 PM - 1:00 PM

Call N

4:00 PM - 5:00 PM

Call with G

January 3, 2024

9:30 AM - 10:00 AM

Office hours + return calls

10:00 AM - 10:30 AM

Meeting: SS, MDM & MM -- MS teams

11:15 AM - 11:35 AM

MDM/SH ^{Security}
Concern Microsoft Teams Meeting

1:00 PM - 1:20 PM

MDM/DD ^{Security}
Concern Microsoft Teams Meeting

1:30 PM - 2:00 PM

MDM/TM 1:1 ^{Security}
Concern Microsoft Teams Meeting

3:45 PM - 4:15 PM

Huddle ^{Security}
-Concern

January 4, 2024

9:30 AM - 10:00 AM

Office hours + return calls

10:00 AM - 10:45 AM

Prep for Cabinet Planning Session ^{Security}
Concern Microsoft Teams Meeting

January 4, 2024 Continued

11:00 AM - 11:30 AM	MDM/JH/SPJ -- ^{Security} Concern
1:40 PM - 2:00 PM	MDM/Issues Team -- Teams
2:15 PM - 3:15 PM	MDM/ST -- ^{Security} Concern
3:30 PM - 4:00 PM	Call with LB

January 5, 2024

9:00 AM - 9:45 AM	Check-in ^{Security} Concern	Microsoft Teams Meeting
10:00 AM - 10:30 AM	MDM/AL/SM ^{Security} Concern	Microsoft Teams Meeting
11:00 AM - 11:30 AM	11:00 Marie & Mary Sue -- Teams	
11:30 AM - 12:00 PM	MDM/DC --	Microsoft Teams Meeting
1:00 PM - 1:30 PM	MDM/JH/SM ^{Security} Concern	Microsoft Teams Meeting
1:30 PM - 1:50 PM	MDM/HF/PN ^{Security} Concern	Microsoft Teams Meeting
2:00 PM - 2:15 PM	MDM/JS -- ^{Security} Concern	
2:30 PM - 3:00 PM	Call Tim --	Microsoft Teams Meeting

January 8, 2024

8:00 AM - 8:45 AM	8:00 Safer Communities Action Plan Meeting -- MS Teams
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January 8, 2024 Continued

8:00 AM - 8:30 AM	8 am Check-in -- Microsoft Teams Meeting
8:30 AM - 9:00 AM	8:30 Meeting
9:00 AM - 9:30 AM	Office hours + return calls
10:30 AM - 11:00 AM	Recruitment Outreach -- Microsoft Teams Meeting
11:45 AM - 12:15 PM	PSSG check-in -- MS Teams
3:00 PM - 3:30 PM	Presentation -- ^{Security} Concern
3:30 PM - 4:00 PM	Message Frame Connect -- Microsoft Teams Meeting
4:30 PM - 6:00 PM	MS

January 9, 2024

8:30 AM - 9:00 AM	8:30 Meeting
9:30 AM - 10:00 AM	Office hours + return calls
10:00 AM - 11:00 AM	SCAP Steering Committee Meeting Series -- MS Teams
10:00 AM - 10:20 AM	MDM/ST/SF ^{Security} Concern Microsoft Teams Meeting
11:00 AM - 11:30 AM	PSSG comms huddle -- Microsoft Teams Meeting
11:45 AM - 12:15 PM	Check-in -- MS Teams
12:30 PM - 1:00 PM	huddle -- MS teams
2:30 PM - 3:30 PM	2024 Budget Themes ^{Security} Concern Microsoft Teams Meeting

January 9, 2024 Continued

4:00 PM - 6:00 PM	Planning
5:00 PM - 5:30 PM	Aileen -- Microsoft Teams Meeting

January 10, 2024

8:30 AM - 9:00 AM	8:30 Meeting
9:00 AM - 11:30 AM	Cabinet
11:30 AM - 12:00 PM	Office hours + return calls
1:45 PM - 2:15 PM	Wednesday Debrief Security Concern
2:30 PM - 3:30 PM	P&P -- TEAMS only
3:30 PM - 4:30 PM	Leadership session prep
4:30 PM - 4:55 PM	Health components -- Microsoft Teams Meeting
5:00 PM - 6:00 PM	Leadership session prep

January 11, 2024

8:30 AM - 9:00 AM	8:30 Meeting
9:00 AM - 9:30 AM	Office hours + return calls
10:30 AM - 11:00 AM	Call G
11:00 AM - 12:00 PM	Check-in Security Concern Microsoft Teams Meeting
1:00 PM - 2:00 PM	2024 Communications Committee -- TEAMS Security Concern Security Concern

January 11, 2024 Continued

3:30 PM - 4:30 PM	Meet L
5:00 PM - 5:30 PM	MDM/SA ^{Security} _{Concern}
5:30 PM - 6:00 PM	MDM/AM -- Microsoft Teams Meeting
6:00 PM - 6:15 PM	Call: Marie, Rick

January 12, 2024

7:45 AM - 8:30 AM	PSSG Briefing: Update ^{Security} _{Concern}
8:30 AM - 9:00 AM	Call P
9:00 AM - 9:30 AM	MDM/DG ^{Security} _{Concern} Microsoft Teams Meeting
9:30 AM - 11:30 AM	DMC ^{Security Concern} ;/Teams
1:15 PM - 1:40 PM	1:15 SS, MDM & MM -- Teams
1:45 PM - 2:45 PM	HR

January 15, 2024

8:00 AM - 8:30 AM	8 am Check-in -- Microsoft Teams Meeting
8:30 AM - 9:00 AM	8:30 Meeting
9:00 AM - 9:15 AM	Cabinet -- TEAMS
11:00 AM - 11:30 AM	Office hours + return calls
1:00 PM - 1:20 PM	MDM/RD/MB -- Microsoft Teams Meeting

January 15, 2024 Continued

2:00 PM - 2:30 PM	PPS Briefing: Cabinet retreat ^{Security Concern} Teams
2:30 PM - 3:00 PM	Review -- Microsoft Teams Meeting
3:00 PM - 3:45 PM	Sara/Marie 1:1 -- ^{Security Concern}

January 16, 2024

8:30 AM - 9:00 AM	8:30 Meeting
9:30 AM - 10:15 AM	MDM/SA/TK -- Teams
2:00 PM - 2:30 PM	MDM/DC -- Microsoft Teams Meeting
3:00 PM - 3:45 PM	Check-in ^{Security Concern} Microsoft Teams Meeting
3:45 PM - 4:30 PM	GS -- Microsoft Teams Meeting

January 17, 2024

8:30 AM - 9:00 AM	8:30 Meeting
9:30 AM - 10:00 AM	Digital Look Ahead -- Microsoft Teams Meeting
10:00 AM - 12:00 PM	Presentation Prep
1:00 PM - 1:30 PM	Wednesday Debrief ^{Security Concern} Microsoft Teams Meeting
1:30 PM - 2:00 PM	MDM/CP -- Microsoft Teams Meeting
2:30 PM - 3:00 PM	2024 Themes ^{Security Concern} Microsoft Teams Meeting

January 17, 2024 Continued

3:00 PM - 5:00 PM **Presentation prep**

3:30 PM - 4:00 PM **FW: PO check-in** ^{Security Concern} **Teams**

January 18, 2024

8:00 AM - 8:30 AM **2024 Framing -- Microsoft Teams Meeting**

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

9:00 AM - 11:30 AM **PRS People-first Strategic Communications Planning --** ^{Security Concern}

12:00 PM - 12:45 PM **AM/MDM -- Microsoft Teams Meeting**

3:15 PM - 4:15 PM **2024 Communications Steering Committee -- Teams** ^{Security Concern}

4:30 PM - 5:00 PM **TM**

January 19, 2024

8:35 AM - 12:00 PM **Strategic Planning Session - PPWD w/ SH -- Microsoft Teams Meeting**

9:00 AM - 9:30 AM **Weekly PSSG Update** ^{Security Concern} **Teams**

9:30 AM - 10:00 AM **Housing Frame** ^{Security Concern} **Microsoft Teams Meeting**

10:00 AM - 12:00 PM **Planning Prep**

2:00 PM - 2:30 PM **Office hours + return calls**

2:30 PM - 3:00 PM **Review** ^{Security Concern} **Microsoft Teams Meeting**

January 22, 2024

8:00 AM - 8:30 AM	8 am Check-in -- Microsoft Teams Meeting
8:30 AM - 9:00 AM	8:30 Meeting
10:30 AM - 11:00 AM	Budget Huddle -- MS Teams
11:00 AM - 11:15 AM	Connect -- Microsoft Teams Meeting
12:00 PM - 4:00 PM	TRAVEL to Retreat
4:00 PM - 6:00 PM	ARRIVAL & INFORMAL SOCIAL TIME
4:20 PM - 4:50 PM	Check in -- Teams ^{Security Concern}
5:15 PM - 5:45 PM	Call: Matt & Marie -- Teams
8:00 PM - 8:30 PM	Roles and Prep -- ^{Security Concern}

January 23, 2024

8:30 AM - 9:00 AM	8:30 Meeting
9:00 AM - 5:00 PM	CABINET PLANNING SESSION
5:30 PM - 6:00 PM	MDM/TC -- CALL
6:30 PM - 8:30 PM	CABINET – DINNER and INFORMAL SOCIAL GATHERING (Mandatory)

January 24, 2024

8:30 AM - 4:30 PM	CABINET PLANNING SESSION
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January 24, 2024 Continued

8:30 AM - 9:00 AM

8:30 Meeting

1:30 PM - 2:30 PM

SCAP Steering Committee Meeting Series -- MS Teams

January 25, 2024

8:30 AM - 9:00 AM

8:30 Meeting

9:30 AM - 10:00 AM

Office hours

10:00 AM - 10:30 AM

MDM/AO -- Microsoft Teams Meeting

11:45 AM - 12:00 PM

Call: Marie | Heather -- Call

12:00 PM - 12:45 PM

Message Frame --
Security Concern

2:00 PM - 3:30 PM

Ministry Monthly Meeting -- Microsoft Teams Meeting;
Security Concern

3:15 PM - 4:15 PM

2024 Communications Steering Committee -- Teams
Security Concern

3:30 PM - 4:15 PM

MDM/DS --
Security Concern

January 26, 2024

8:45 AM - 9:15 AM

LB

9:30 AM - 11:30 AM

DMC
Security Concern Teams

11:30 AM - 12:00 PM

Marie & Matt check-in -- MS Teams

12:00 PM - 12:30 PM

MS overtime

January 26, 2024 Continued

1:00 PM - 1:30 PM	MDM/ST -- ^{Security} Concern
1:30 PM - 2:00 PM	Office hours + return calls
2:00 PM - 2:45 PM	Multi-language presentation -- ^{Security Concern}

January 29, 2024

8:00 AM - 8:30 AM	8 am Check-in -- Microsoft Teams Meeting
8:30 AM - 9:00 AM	8:30 Meeting
9:30 AM - 10:00 AM	Jen / Marie leading together presentation Prep
1:30 PM - 2:00 PM	Neil + Marie
2:30 PM - 3:00 PM	follow up
3:30 PM - 4:00 PM	Coms huddle

January 30, 2024

8:30 AM - 9:00 AM	8:30 Meeting
11:00 AM - 12:00 PM	All Staff Huddle -- TEAMS
1:00 PM - 2:00 PM	Catch up -- Microsoft Teams Meeting
5:45 PM - 6:15 PM	Meeting: SS, DC, LH, TM, SM, GS, DB, MS and MDM -- MS teams by PHONE

January 31, 2024

8:30 AM - 9:00 AM	8:30 Meeting
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January 31, 2024 Continued

9:00 AM - 11:00 AM	Cabinet
11:00 AM - 11:30 AM	Office hours + return calls
12:15 PM - 12:30 PM	12:15 PM FM/MDM/SA/TL -- Microsoft Teams Meeting
12:45 PM - 1:15 PM	Matt + Marie -- Microsoft Teams Meeting
1:00 PM - 1:30 PM	MDM/KA -- Microsoft Teams Meeting
2:00 PM - 4:00 PM	P&P
4:10 PM - 4:40 PM	Wednesday Debrief ^{Security Concern} Microsoft Teams Meeting