

March 1, 2024

9:00 AM - 10:00 AM	Exhibition Preview of Wildlife Photographer of the year
10:15 AM - 11:00 AM	Coffee - Neilane and Liz
11:15 AM - 11:30 AM	Meeting: Jessica P and Neilane M -- Jessica to call Neilane's cell <small>Security Concern</small> You don't often get email from <small>Government Financial Information; Security Concern</small> <u>this is important</u> Learn why Topic: FIFA
12:15 PM - 12:45 PM	Touch Base Neilane and Tracey
12:45 PM - 1:15 PM	Weekly HR Call --
1:15 PM - 2:00 PM	Quarterly Meeting Walt Judas and Neilane Mayhew --
2:00 PM - 2:30 PM	Neilane/Melissa Weekly Touchbase --
2:30 PM - 3:30 PM	MLP Meeting/Tour Coalition of Arts Organization
2:30 PM - 3:00 PM	De-brief Neilane, Kim and Jonathan

March 4, 2024

9:00 AM - 10:00 AM	Kim L. /Neilane 1:1 (Bi-weekly) --
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March 4, 2024 Continued

10:30 AM - 11:00 AM	Call with MLP/DM/COS (weekly)
11:00 AM - 11:20 AM	MLP Call with viaSport
11:30 AM - 12:00 PM	MLP Call with Federal Minister of Sport and Physical Activity
12:30 PM - 12:50 PM	Meeting: Jessica P, Neilane M and Fazil M -- MS teams Government Financial Information; Security Concern

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Advice/Recommendations

Microsoft Teams meeting

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1:00 PM - 1:30 PM

Maya and Neilane -- Microsoft Teams Meeting

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why this is important

Learn

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March 4, 2024 Continued

1:30 PM - 2:30 PM	QP --
1:30 PM - 2:00 PM	Touch Base Neilane and Claire
2:30 PM - 2:45 PM	2:30: Phone Call: Neilane Mayhew / Neil Reimer
3:45 PM - 5:45 PM	Minister's Council with Exec

March 5, 2024

8:00 AM - 8:30 AM	<div><div>Meeting: Aileen, Shruti, Maya, CoS Melissa, & Neilane -- Microsoft Teams</div><div><div>You don't often get email from <small>Government Financial Information; Security Concern</small></div><div>this is important</div></div><div>Learn why</div></div>
	<div><div>Microsoft Teams meeting</div><div>Join on your computer, mobile app or room device</div><div><small>Government Financial Information; Security Concern</small></div></div>

PDE/Minister/DM – Meeting Request Template

Request for meeting with

Matt, Aileen, Shruti, Melissa, and Neilane.

Who requested the briefing

Maya

Cliff # (if applicable)

n/a

Topic

South Asian Museum

Purpose/Rationale

Netx steps

Preferred Date/Timing and implications

As soon as possible

Meeting Duration

30 minutes

Location (in person or virtual)

MST

Attendees with titles (email addresses if not within Government)

Matt Smith, CoS

Aileen Machell, Deputy CoS

Neilane Mayhew, DM

Shruti Joshi, Director

March 5, 2024 Continued

Maya – Direcotr

Melissa, CoS TACS

Materials (must be provided 3 days in advance if applicable)

tbd

10:00 AM - 11:00 AM

QP --

1:30 PM - 5:45 PM

TACS Estimates

March 6, 2024

12:00 AM - 12:00 AM

Tourism Conference -- Victoria

7:30 AM - 8:30 AM

FYI - BC Tourism Industry Conference (MLP to speak)

9:45 AM - 10:15 AM

Weekly | Corinna Filion and Neilane Mayhew --

10:30 AM - 11:00 AM

Weekly Meeting | Neilane and Chelsea --

11:15 AM - 12:15 PM

Kim Horn/ Neilane 1:1 (Bi-weekly) --

1:30 PM - 2:30 PM

QP --

2:30 PM - 3:00 PM

Estimates (15mins)

3:15 PM - 3:30 PM

PO Briefing (re BC Tourism Industry Conference)

March 6, 2024 Continued

6:30 PM - 10:00 PM Opening Reception - Tourism Industry Conference

March 7, 2024

12:00 AM - 12:00 AM Tourism Conference -- Victoria
Please See Above

8:40 AM - 9:00 AM Meeting: Shannon S, Jessica P, Heather W, Neilane M, Doug F -- MS teams
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[this is important](#)

Topic: FIFA

Microsoft Teams meeting

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March 7, 2024 Continued

9:45 AM - 10:15 AM	MLP Meeting with Minister Ferrada
10:00 AM - 11:00 AM	QP --
12:30 PM - 1:30 PM	PDE TIABC - 12:45-1:15pm
2:30 PM - 3:00 PM	Touch Base Kim L, Jonathan and Kyle
3:15 PM - 3:45 PM	Neilane/Melissa Weekly Touchbase --
3:45 PM - 4:00 PM	Check in : Neilane and Andrea -- Security Concern
4:00 PM - 4:45 PM	Quarterly Meeting w/ Tracey Drake --

March 8, 2024

9:30 AM - 11:30 AM

DMC Security Concern /Teams

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[Learn why this is important](#)

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1:00 PM - 1:30 PM	TACS - Exec Check-In --
1:30 PM - 2:30 PM	Nick/DM 1:1 (Bi-weekly) --
2:30 PM - 3:00 PM	Pre-brief: Joint DM MTG Recreation Strategy and Shared Vision Update
3:00 PM - 3:30 PM	DM Meeting Neilane and Deb
3:30 PM - 4:00 PM	Infrastructure BC Interview - Part 2 -- Microsoft Teams Meeting Some people who received this message don't often get email from Government Financial Information; Security Concern Learn why this is important

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Microsoft Teams meeting

March 8, 2024 Continued

Government Financial Information; Security Concern

March 11, 2024

9:00 AM - 10:00 AM	MLP Ski Delegate Roundtable
10:30 AM - 11:30 AM	Claire/DM 1:1 (Bi-weekly) --
12:15 PM - 1:30 PM	Lunch at Glo
1:30 PM - 2:30 PM	QP --
2:45 PM - 3:00 PM	MLP Briefing <small>Cabinet Confidences</small>
3:00 PM - 4:00 PM	CCSI - Safe Sport Governance (item set for 3pm for 30mins)
4:00 PM - 5:00 PM	MLP Briefing FIFA

March 12, 2024

10:00 AM - 11:00 AM	QP --
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March 12, 2024 Continued

10:30 AM - 11:00 AM

10:30 AM Fazil/Neilane/Kerry -- Microsoft Teams Meeting
Touch base

Microsoft Teams meeting

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Government Financial Information; Security Concern

3:15 PM - 5:00 PM

Minister's Council with Exec

March 13, 2024

9:30 AM - 10:00 AM

Weekly Meeting | Neilane and Chelsea --

10:00 AM - 11:00 AM

RAWG Meeting --

March 13, 2024 Continued

11:00 AM - 12:00 PM

Port of Vancouver 2024 Updates -- Government Financial Information; Security Concern

Attendees:

Carmen Ortega

Evangeline Englezos

Duncan Wilson – Joining by Teams

Nick Grant

Neilane Mayhew

Microsoft Teams meeting

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Government Financial Information; Security Concern

March 13, 2024 Continued

1:00 PM - 2:00 PM	JOINT MEETING TACS and FIN FIFA
1:30 PM - 2:30 PM	QP --
2:30 PM - 3:00 PM	Neilane/Lori
3:00 PM - 3:30 PM	Touch Base All Staff Call Neilane, Kiera, Shelaina and Thomas

March 14, 2024

9:00 AM - 9:30 AM	Weekly HR Call --
9:30 AM - 10:15 AM	TACS Exec Comm (Bi-Weekly) --
10:00 AM - 11:00 AM	QP --
11:00 AM - 11:45 AM	Coffee - Neilane and Patricia
12:00 PM - 1:00 PM	B.C. Francophonie Day 2024
12:00 PM - 12:30 PM	MLP Meeting with MRS (re: BC Book Publishers)
2:00 PM - 2:30 PM	Neilane/Melissa Weekly Touchbase
3:00 PM - 3:30 PM	Weekly Corinna Fillion and Neilane Mayhew --

March 14, 2024 Continued

4:15 PM - 4:45 PMMLP Meeting adventure Tourism Coalition

March 15, 2024

8:05 AM - 8:40 AM8:05am Helijet Flight Booking

9:30 AM - 11:00 AMFirst Nation Leadership Meeting

12:00 PM - 12:30 PMTACS Exec Check In | Year End

1:15 PM - 1:45 PMQuarterly Meeting | Ken Cretney and Neilane Mayhew --

2:15 PM - 2:45 PMMLP Meeting with Victor Montagliani and Peter Montopoli

3:30 PM - 4:00 PMPhone Call | Neilane and Kaye

March 18, 2024

12:00 AM - 12:00 AMBreak Week - March 18-28

March 19, 2024

All DayBreak Week - March 18-28
Please See Above

8:30 AM - 9:00 AMNeilane Mayhew/ Tracey Drake Meeting -- Microsoft Teams Meeting
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March 19, 2024 Continued

Government Financial Information; Security Concern

10:30 AM - 11:30 AM	PNWER's Regional Tourism Council Governance Meeting
1:00 PM - 3:00 PM	Minister's Council with Executive
3:00 PM - 3:15 PM	Phone Call Neilane and Teri
3:15 PM - 4:15 PM	Nick/DM 1:1 (Bi-weekly) --

March 20, 2024

All Day	Break Week - March 18-28	Please See Above
9:00 AM - 9:45 AM	TACS All Staff	
10:00 AM - 10:30 AM	MLP Briefing with MKA (BCLC/FIFA)	
11:30 AM - 12:00 PM	PO Briefing FIFA	

12:00 PM - 4:30 PM

UN Workshop on Disaster Risk Reduction in BC - DM/ADM/ED Session -- Security Concern
Government Financial Information; Security Concern

13 – Extending invite to Executive Directors.

Updated: March

Government Financial Information; Security Concern

The final agenda is attached.

Thank you!

Advice/Recommendations; Intergovernmental Communications

March 20, 2024 Continued

Advice/Recommendations; Intergovernmental Communications

Government Financial Information; Security Concern

Thank you.

March 20, 2024 Continued

3:15 PM - 3:45 PM	Phone Call Neilane and Heather
5:00 PM - 8:00 PM	Destination Greater Victoria's 50th Anniversary

March 21, 2024

All Day	Break Week - March 18-28 Please See Above
8:30 AM - 9:15 AM	Quarterly Meeting Richard Porges and Neilane Mayhew --
9:30 AM - 10:00 AM	Check in: Neilane, Kim L and Jonathan
10:00 AM - 10:30 AM	Phone Call Neilane, Kim L, Melissa and Corinna
10:30 AM - 12:00 PM	DMC DREM -- TEAMS; Government Financial Information; Security Concern Microsoft Teams meeting Join on your computer, mobile app or room device Government Financial Information; Security Concern

March 21, 2024 Continued

1:00 PM - 2:00 PM Kim Horn/ Neilane 1:1 (Bi-weekly) --

2:00 PM - 2:30 PM Weekly HR Call --

2:30 PM - 3:00 PM Touch Base | Neilane and Claire

March 22, 2024

All Day Break Week - March 18-28
Please See Above

10:00 AM - 12:00 PM Tourism Deputy Ministers videoconference / Vidéoconférence des sous-ministres du tourisme FPT --
Zoom _____
Government Financial Information; Security Concern

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Additional meeting documents will follow.

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Government Financial Information; Security Concern

Les autres documents suivront.

Le français suit l'anglais

Dear colleagues,

This is an invitation to a FPT Tourism Deputy Ministers videoconference. Videoconference details and meeting documents will follow.

Many thanks for your continued collaboration.

Chers collègues,

Ceci est une invitation à une vidéoconférence des sous-ministres du tourisme FPT. Les détails de la vidéoconférence et les documents de la réunion suivront.

March 22, 2024 Continued

Merci beaucoup pour votre collaboration.

1:00 PM - 1:30 PM	TACS - Exec Check-In --
2:30 PM - 3:30 PM	Kim L. /Neilane 1:1 (Bi-weekly) --
3:30 PM - 4:00 PM	Weekly Corinna Fillion and Neilane Mayhew --
4:00 PM - 4:30 PM	Touch Base

March 23, 2024

All Day	Break Week - March 18-28	Please See Above
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March 24, 2024

All Day	Break Week - March 18-28	Please See Above
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March 25, 2024

All Day	Break Week - March 18-28	Please See Above
9:30 AM - 10:00 AM	Neilane/Melissa Weekly Touchbase --	
10:00 AM - 11:00 AM	Claire/DM 1:1 (Bi-weekly) --	
12:00 PM - 12:45 PM	Quarterly Meeting Neilane and Michelle --	
12:45 PM - 1:00 PM	Check in Neilane and Kim	
2:00 PM - 2:45 PM	MSD Process Work - Follow-Up with Nikki Sieben	

All Day

Break Week - March 18-28

Please See Above

9:00 AM - 11:00 AM

9:00 DMCE -- Teams
Government Financial Information; Security Concern

Please note meetings may be rescheduled or postponed if more than 3 Deputy Ministers are not available to attend.

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March 26, 2024 Continued

11:00 AM - 11:30 AM	Bi-Monthly Meeting Ally Butler and Neilane Mayhew --
12:15 PM - 12:45 PM	Phone Call Neilane Mayhew and Paul Mochrie
1:30 PM - 2:00 PM	Weekly Meeting Neilane and Chelsea --
3:00 PM - 3:30 PM	Weekly Corinna Fillion and Neilane Mayhew --
3:30 PM - 4:00 PM	Weekly HR Call --

March 27, 2024

All Day	Break Week - March 18-28 Please See Above
1:00 PM - 1:45 PM	Bi-Monthly Meeting Virginia Cullen and Neilane Mayhew --
2:15 PM - 2:30 PM	Phone Call Neilane and Jessica
2:30 PM - 3:00 PM	Personal Information; Security Concern
3:00 PM - 4:00 PM	Monthly Meeting Neilane and Joel --

March 28, 2024

12:00 AM - 12:00 AM	Break Week - March 18-28 Please See Above
9:00 AM - 9:30 AM	TACS Exec Comm (Bi-Weekly) --

March 28, 2024 Continued

9:45 AM - 10:15 AM

9:45 | Neilane & Mary Sue -- Teams
Requested by Mary Sue to discuss:
Advice/Recommendations

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10:15 AM - 10:30 AM

Touch Base | Neilane and Kim