

**June 3, 2024**

**9:00 AM - 9:30 AM**

**Meeting: Stephanie, Amanda, Mel, Deb -- Microsoft Teams Meeting**

[illegible]

**9:30 AM - 10:30 AM**

**1:1 - Indy/Deb -- Microsoft Teams Meeting**

**10:30 AM - 11:00 AM**

**1:1 - Dr. Lakey/Deb -- MS Teams**

**June 3, 2024 Continued**

11:00 AM - 12:00 PM

Org Model Discussion Part 2 | Service Modernization -- Microsoft Teams Meeting

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

**Time Confirmed**

**Additional information to be shared**

**11:30 AM - 11:55 AM**

Advice/Recommendations



**1:00 PM - 3:45 PM**

### Executive Steering Committee -- MS Teams

1:10 PM - 3:10 PM

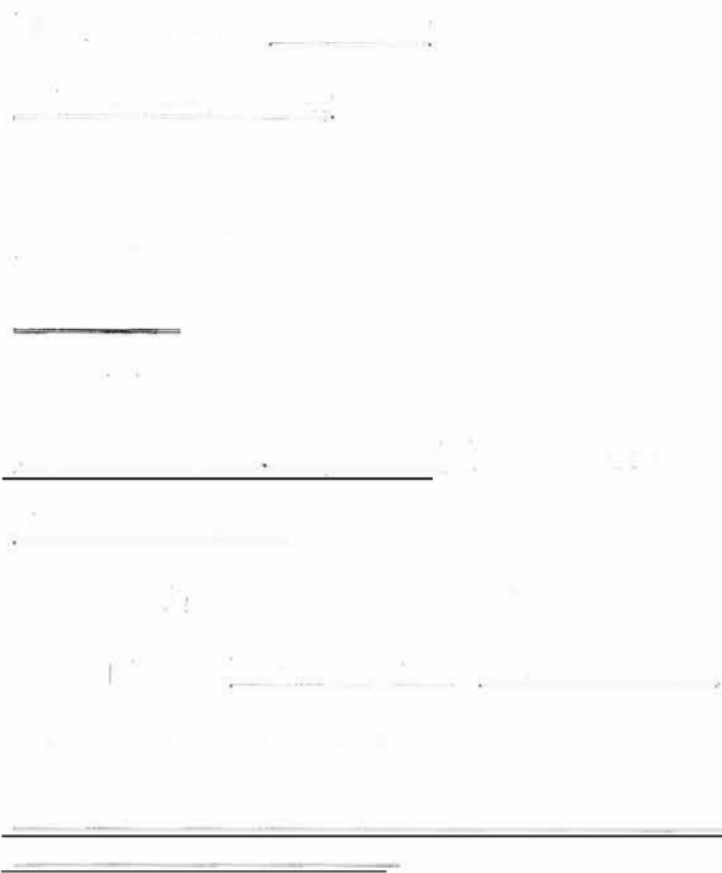
ESC -- MS Teams

**June 3, 2024 Continued**

**1:45 PM - 2:10 PM**

**ESC -- MS Teams**

**2:30 PM - 2:40 PM**



2:40 PM - 3:00 PM

ESC -- MS teams



3:10 PM - 3:25 PM

ESC -- MS Teams

**June 3, 2024 Continued**

**3:45 PM - 4:00 PM**

**ESC de-brief -- Microsoft Teams Meeting**  
**\*new series from Kevena's calendar**

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1. The first item on the agenda is the review of the meeting minutes from the previous meeting. I will start by reading the minutes and then we will discuss any action items that were assigned.

2. The second item is the review of the current status of the project. I will provide an update on the progress of the project and then we will discuss any issues that have arisen.

3. The third item is the review of the budget for the project. I will provide an update on the current budget and then we will discuss any changes that need to be made.

4. The fourth item is the review of the risk register. I will provide an update on the current risks and then we will discuss any new risks that have been identified.

5. The fifth item is the review of the communication plan. I will provide an update on the current communication plan and then we will discuss any changes that need to be made.

6. The sixth item is the review of the project charter. I will provide an update on the current project charter and then we will discuss any changes that need to be made.

7. The seventh item is the review of the project management plan. I will provide an update on the current project management plan and then we will discuss any changes that need to be made.

8. The eighth item is the review of the project closure plan. I will provide an update on the current project closure plan and then we will discuss any changes that need to be made.

9. The ninth item is the review of the project lessons learned. I will provide an update on the current project lessons learned and then we will discuss any changes that need to be made.

10. The tenth item is the review of the project final report. I will provide an update on the current project final report and then we will discuss any changes that need to be made.

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**4:15 PM - 4:45 PM**

**Meeting: Kim, Steven, Rueben, Deb -- Microsoft Teams Meeting**

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1. The first item on the agenda is the review of the meeting minutes from the previous meeting. I will start by reading the minutes and then we will discuss any action items that were assigned.

2. The second item is the review of the current status of the project. I will provide an update on the progress of the project and then we will discuss any issues that have arisen.

3. The third item is the review of the budget for the project. I will provide an update on the current budget and then we will discuss any changes that need to be made.

4. The fourth item is the review of the risk register. I will provide an update on the current risks and then we will discuss any new risks that have been identified.

5. The fifth item is the review of the communication plan. I will provide an update on the current communication plan and then we will discuss any changes that need to be made.

6. The sixth item is the review of the project charter. I will provide an update on the current project charter and then we will discuss any changes that need to be made.

7. The seventh item is the review of the project management plan. I will provide an update on the current project management plan and then we will discuss any changes that need to be made.

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9. The ninth item is the review of the project lessons learned. I will provide an update on the current project lessons learned and then we will discuss any changes that need to be made.

10. The tenth item is the review of the project final report. I will provide an update on the current project final report and then we will discuss any changes that need to be made.

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**June 3, 2024 Continued**

$$0 \rightarrow \mathbb{Z} \xrightarrow{\alpha} \mathbb{Z} \xrightarrow{\beta} \mathbb{Z} \rightarrow 0$$

**June 4, 2024**

**9:00 AM - 9:30 AM**

**DMO Touch base**

**9:30 AM - 10:00 AM**

**1:1 - Rueben/Deb -- MS Teams**

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and extend across the width of the page. There are also dashed midlines between some of the solid lines, suggesting it might be designed for handwriting practice or as a template for creating tables or forms. The paper appears slightly aged or off-white.

10:00 AM - 11:00 AM

June FPT Public Service Commissioner's Teleconference -- Microsoft Teams Meeting

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

Public Service Commissioners,

We look forward to connecting with you all at our next scheduled teleconference on June 4, 2024. Please provide recommendations for any agenda items you would like addressed to [PSC.FPTRequests@gov.ab.ca](mailto:PSC.FPTRequests@gov.ab.ca) by May 14th. Thank you for your flexibility with the date change.

Meeting materials will be shared closer to the meeting date and also added to [FPT SharePoint](#) for reference.

Please do not hesitate to reach out to the Alberta team at [PSC.FPTRequests@gov.ab.ca](mailto:PSC.FPTRequests@gov.ab.ca) if you have any questions.

Sincerely,

Karin Buchanan

FPT Coordinator





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12:45 PM - 1:30 PM

Meeting: Ken, Angela, Rueben, Deb  
Security Concern  
Security Concern  
Advice/Recommendations

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**June 4, 2024 Continued**

**1:30 PM - 2:00 PM**

**Meeting: Ian H, Steven, Deb -- Microsoft Teams Meeting**

Advice/Recommendations

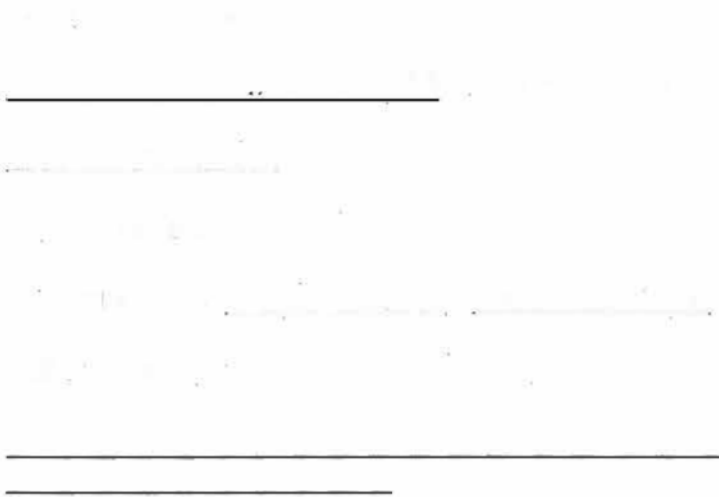
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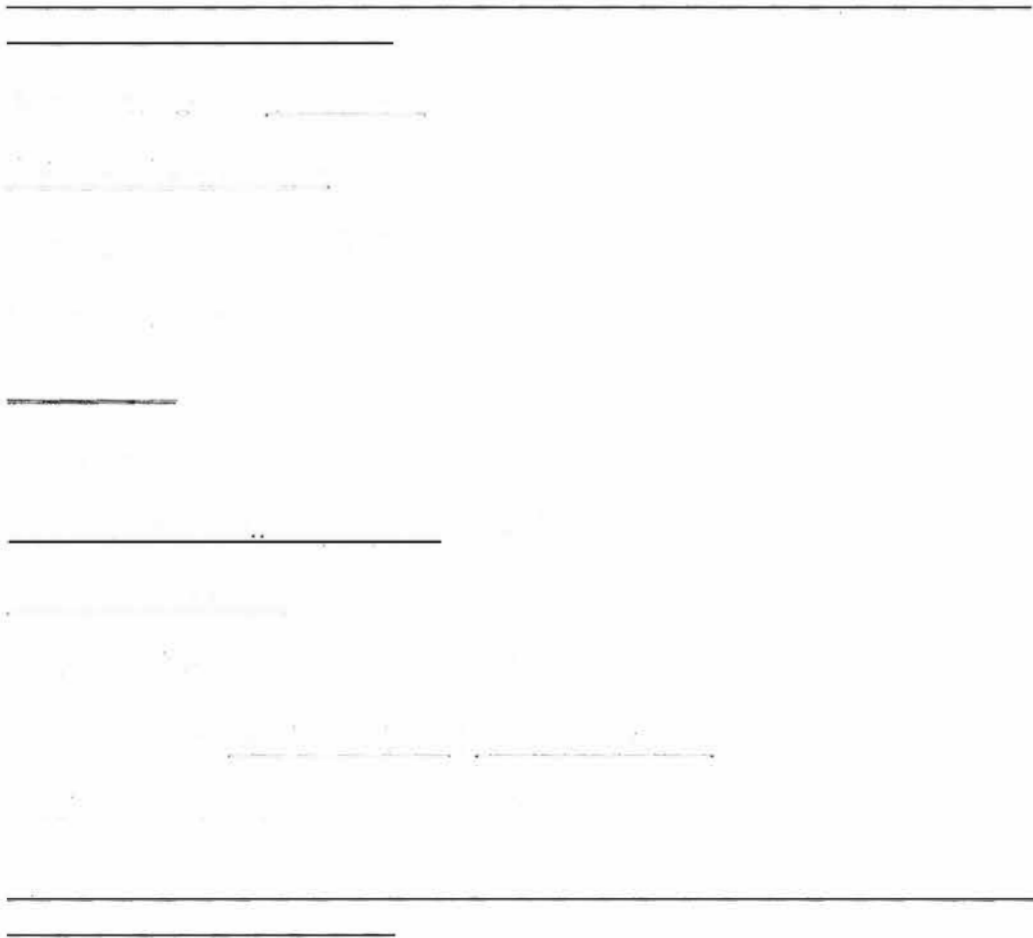
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2:30 PM - 3:00 PM

Meeting: Barb Carmichael, Deb Godfrey -- Microsoft Teams Meeting



**June 4, 2024 Continued**

**June 5, 2024**

8:15 AM - 9:15 AM

Executive Coaching -- Zoom

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**June 5, 2024 Continued**

**9:15 AM - 9:30 AM**

Advice/Recommendations

Microsoft Teams Meeting

[illegible]

9:30 AM - 10:00 AM

9:30 | MEETING | Deb, Doug & Mary Sue Advice/Recommendations  
 Meeting requested by Mary Sue Teams

**Topic:**

**Materials:** Yes – Materials will be provided in advance,

## Microsoft Teams Need help?

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**10:00 AM - 10:30 AM**

**Bi-weekly Touch base: John/Deb -- MS Teams**

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10:30 AM - 11:00 AM

Meeting: Kennedy Stewart, Deb Godfrey -- Microsoft Teams Meeting



June 5, 2024 Continued

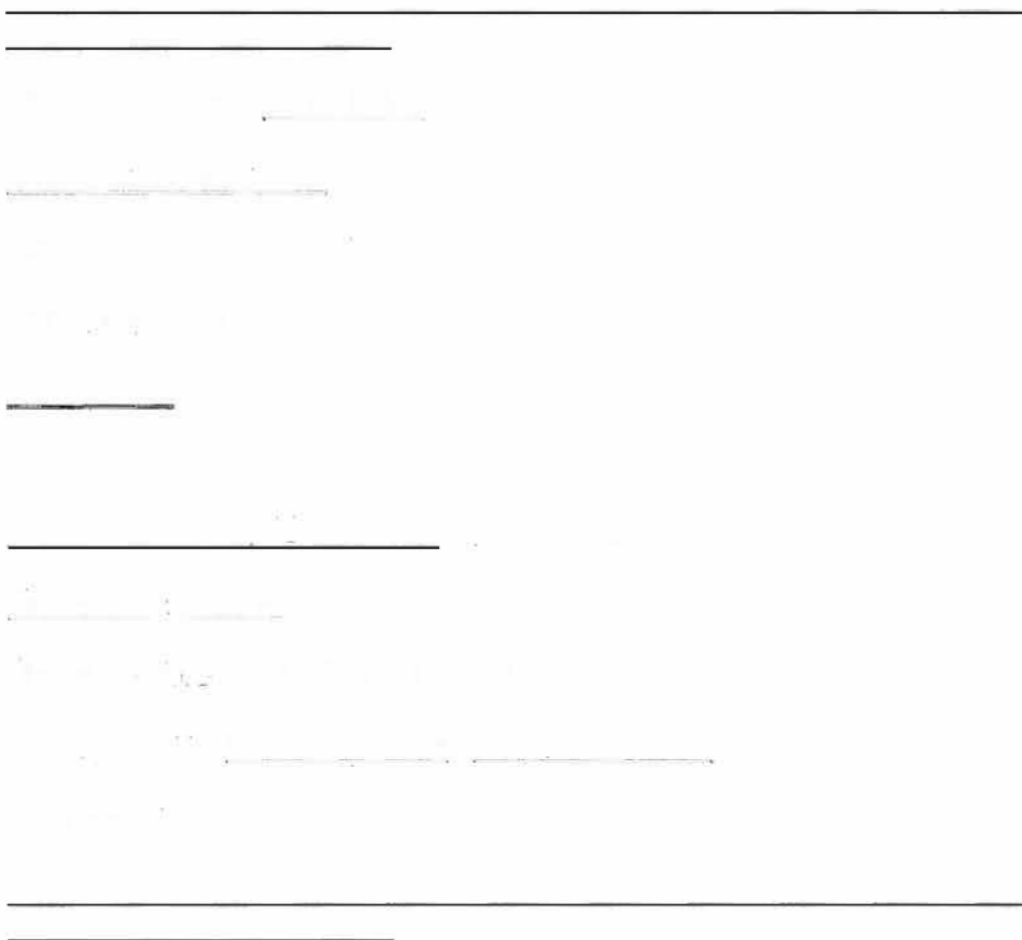
**12:00 PM - 12:30 PM**

Shauna\Deb connect -- Microsoft Teams Meeting

## June 5, 2024 Continued

12:00 PM - 12:30 PM

Shauna\Deb connect -- Microsoft Teams Meeting



12:45 PM - 1:00 PM

Meeting: Jenn A, Rueben, Deb, Shannon Salter -- Microsoft Teams Meeting





**June 5, 2024 Continued**

**2:30 PM - 2:50 PM**

**Meeting: Angela Swan, Deb Godfrey -- Microsoft Teams Meeting**

Apologies, please let me know if this updated time does not work! Thank you!

**3:00 PM - 3:20 PM**

**Meeting: Cary Skrine, Deb Godfrey -- Microsoft Teams Meeting**



## June 5, 2024 Continued

## June 6, 2024

9:00 AM - 9:30 AM

Meeting: Janet, Karen, Raeleen, Ken, Deb -- Microsoft Teams Meeting  
Will adjust occurrences as needed. Thank you!

9:30 AM - 10:00 AM

1:1 Raeleen Siu, Deb Godfrey -- Microsoft Teams Meeting

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10:00 AM - 11:00 AM

Meeting: David McCoy/Deb Godfrey -- Microsoft Teams Meeting

10:00 AM - 11:00 AM

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10:00 AM - 11:00 AM

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10:00 AM - 11:00 AM

Meeting: David McCoy/Deb Godfrey -- Microsoft Teams Meeting

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10:00 AM - 11:00 AM

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10:00 AM - 11:00 AM

Meeting: David McCoy/Deb Godfrey -- Microsoft Teams Meeting

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10:00 AM - 11:00 AM

Meeting: David McCoy/Deb Godfrey -- Microsoft Teams Meeting

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10:00 AM - 11:00 AM

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**June 6, 2024 Continued**

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**11:00 AM - 11:30 AM**

**Meeting: Shannon S, Rick M, Donna S, Tara R and Andrea M -- MS teams**  
Advice/Recommendations

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[Faint, illegible text and horizontal lines]

**11:30 AM - 12:00 PM**

**Monthly DM Communications Meeting -- MS Teams**

[Faint, illegible text and horizontal lines]

## June 6, 2024 Continued

1:00 PM - 1:30 PM

Meeting | Jay Chalke & DM Deb Godfrey -- MS Teams

2:00 PM - 2:15 PM

Meeting: Ken, Angela, Rueben, Deb -- Microsoft Teams Meeting

2:15 PM - 3:00 PM

Meeting: Shannon and Deb Godfrey - Weekly check-in -- Shannon to call Deb's cell

Government Financial Information

**June 7, 2024**

**9:00 AM - 9:30 AM**

**Meeting: Janet/Deb -- Microsoft Teams Meeting**

**9:30 AM - 10:00 AM**

**Meeting: Zoe Caron, Deb Godfrey --Microsoft Teams Meeting**

Please let me know if this time works ok. Thank you!

**10:00 AM - 10:30 AM**

**Meeting: David Stevenson, Deb Godfrey -- Microsoft Teams Meeting**  
Apologies, please let me know if this updated time works.

**June 7, 2024 Continued**

**10:30 AM - 11:00 AM**

**Deb-Julia with a link -- Microsoft Teams Meeting**

**11:00 AM - 12:00 PM**

**Ethics Governance Council --Microsoft Teams Meeting**

**June 7, 2024 Continued**

*[Faint, illegible text]*

**Interview Panel Pre-brief -** Security Concern

**12:45 PM - 1:00 PM**

**Interview #1 -- MS Teams;** Security Concern

**1:00 PM - 2:00 PM**

**Bi-weekly meeting: Iris, Deb -- Microsoft Teams Meeting**  
Advice/Recommendations

**2:30 PM - 3:00 PM**

*[Faint, illegible text]*

**June 7, 2024 Continued**

**3:00 PM - 3:30 PM**

Meeting: Tara Van Zuiden, James Innes, Deb Godfrey -- MS Teams

[illegible]

June 10, 2024

7:15 AM - 8:45 AM

**Executive Leadership Advisory Committee --**



**June 10, 2024 Continued**

10:00 AM - 10:30 AM

DMO Touch base

11:00 AM - 11:30 AM

1:1 - Steven/Deb Security Concern

11:30 AM - 12:00 PM

1:1 Kevena, Deb -- MS Teams

**June 10, 2024 Continued**

**1:00 PM - 4:00 PM**

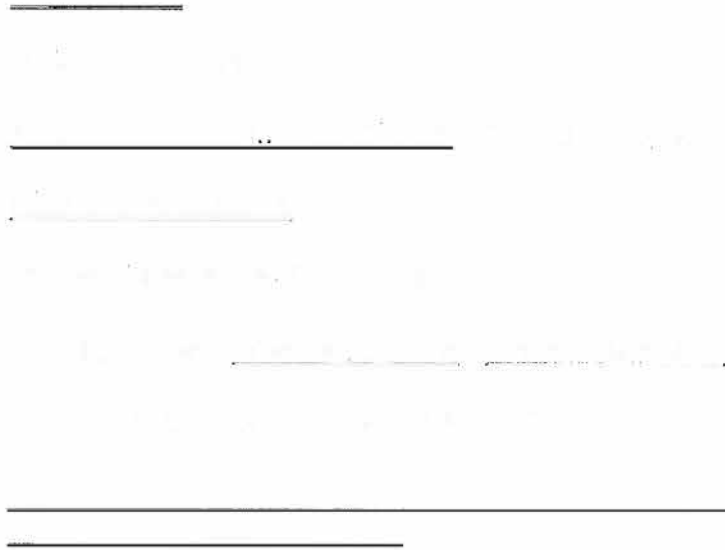
**Executive Steering Committee -- MS Teams;**  
Security Concern

Security Concern

**1:10 PM - 3:50 PM**

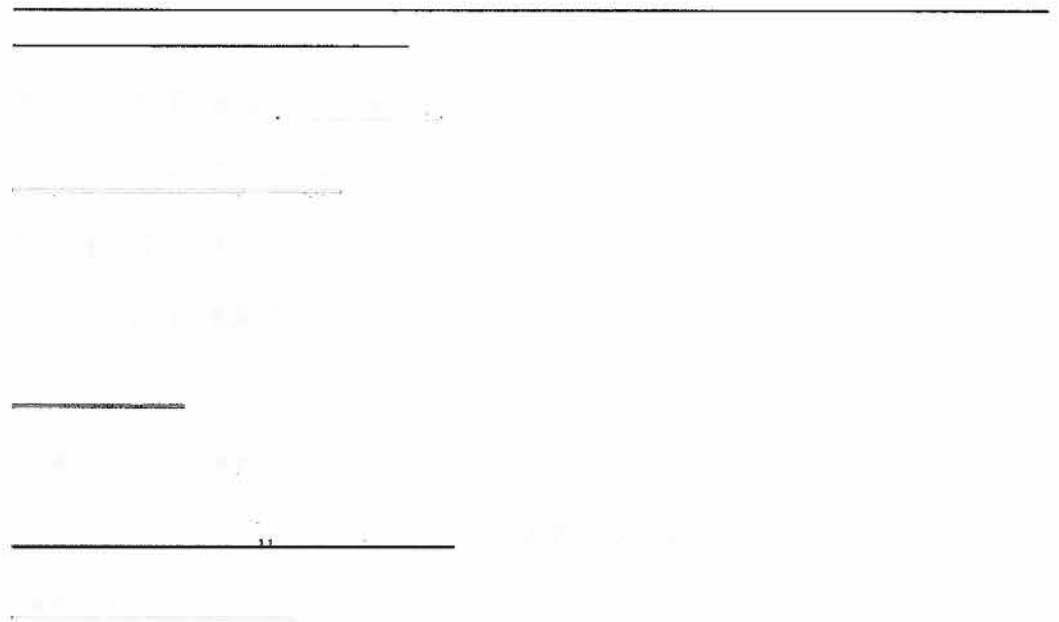
**ESC -- MS Teams**

June 10, 2024 Continued



2:35 PM - 3:05 PM

ESC -- MS Teams



**June 10, 2024 Continued**

**3:15 PM - 3:50 PM**

**ESC -- MS Teams**

June 11, 2024

10:00 AM - 10:30 AM

Meeting: Nancy, Ken, Angela, Mel, Deb -- Microsoft Teams Meeting  
Advice/Recommendations; Cabinet Confidences

June 11, 2024 Continued

**June 11, 2024 Continued**

11:30 AM - 12:00 PM

**Executive Review meeting: Indy, Deb -- Microsoft Teams Meeting**

2:00 PM - 4:00 PM

Advice/Recommendations

Security Concern

June 11, 2024 Continued





**June 11, 2024 Continued**

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

**Executive Review meeting: Steven, Deb -- Microsoft Teams Meeting**

**June 12, 2024**

**9:00 AM - 9:30 AM**

**Executive Review meeting: Mel, Deb -- Microsoft Teams Meeting**

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**10:30 AM - 11:00 AM**

**Monthly Internal Comms meeting -- Microsoft Teams Meeting**

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11:00 AM - 12:00 PM

PSA all-staff PSW Celebration (11am briefing, 11:15am event start) --

1:00 PM - 3:00 PM

Advice/Recommendations  
Security Concern



## June 12, 2024 Continued

1. The first section of the document discusses the importance of maintaining accurate records and the role of the data manager in ensuring data integrity. It highlights the need for regular backups and the use of secure storage solutions to protect sensitive information.

2. The second section focuses on the process of data collection and the challenges associated with gathering accurate and reliable data. It emphasizes the importance of using standardized methods and the need for thorough documentation of the data collection process.

3. The third section addresses the issue of data analysis and the various techniques used to interpret and draw conclusions from the collected data. It discusses the importance of using appropriate statistical methods and the need for careful interpretation of the results.

4. The fourth section discusses the importance of data security and the measures that should be taken to protect the data from unauthorized access and theft. It highlights the need for strong passwords, secure communication channels, and regular security audits.

5. The fifth section discusses the importance of data sharing and the need for clear policies and procedures to govern the sharing of data between different departments and organizations. It emphasizes the importance of ensuring that data is shared in a secure and controlled manner.

6. The sixth section discusses the importance of data archiving and the need to maintain a long-term record of the data for future reference. It highlights the importance of using reliable archiving methods and the need for regular testing of the archiving process.

7. The seventh section discusses the importance of data backup and the need to have a reliable backup strategy in place to protect the data from loss. It emphasizes the importance of testing the backup process and the need for a clear recovery plan in the event of a data loss.

8. The eighth section discusses the importance of data monitoring and the need to have a system in place to track and monitor the data for any signs of corruption or unauthorized access. It highlights the importance of using reliable monitoring tools and the need for regular reporting on the status of the data.

9. The ninth section discusses the importance of data documentation and the need to have a clear and concise record of the data and the processes used to collect and analyze it. It emphasizes the importance of using a consistent format for documentation and the need for regular updates to the documentation.

10. The tenth section discusses the importance of data training and the need to ensure that all staff involved in the data management process are properly trained and up-to-date on the latest best practices. It highlights the importance of providing ongoing training and the need for a clear training plan.

3:30 PM - 4:00 PM

Executive Review meeting: Alyson, Deb -- Microsoft Teams Meeting

**4:00 PM - 4:30 PM**

**Executive Review meeting: Kevena, Deb -- Microsoft Teams Meeting**

## June 12, 2024 Continued

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

**Meeting: Ken McLean, Deb Godfrey -- Microsoft Teams Meeting**



**June 13, 2024**

8:30 AM - 9:30 AM

Executive Coaching -- Zoom

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10:45 AM - 11:30 AM

**PSA Exec -- Microsoft Teams Meeting**  
Security Concern

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June 13, 2024 Continued

11:30 AM - 12:00 PM

Executive Review meeting: Rueben, Deb -- Microsoft Teams Meeting

1:00 PM - 2:00 PM

HOLD Meeting: Shannon and Deb Godfrey - Weekly check-in -- Shannon to call Deb's cell

Government Financial  
Information

June 13, 2024 Continued

**June 13, 2024 Continued**

**3:30 PM - 4:00 PM**

**Executive Review meeting: Dr. Lakey, Deb -- Microsoft Teams Meeting**

**June 13, 2024 Continued**

**4:00 PM - 4:20 PM**

## Discussion with Deb --Teams

1.  $\frac{1}{2} + \frac{1}{3} = \frac{3}{6} + \frac{2}{6} = \frac{5}{6}$

2.  $\frac{2}{5} + \frac{1}{4} = \frac{8}{20} + \frac{5}{20} = \frac{13}{20}$

3.  $\frac{3}{7} + \frac{2}{8} = \frac{6}{14} + \frac{3.5}{14} = \frac{9.5}{14} = \frac{19}{28}$

4.  $\frac{4}{9} + \frac{1}{6} = \frac{8}{18} + \frac{3}{18} = \frac{11}{18}$

5.  $\frac{5}{10} + \frac{2}{5} = \frac{5}{10} + \frac{4}{10} = \frac{9}{10}$

6.  $\frac{6}{11} + \frac{3}{12} = \frac{12}{22} + \frac{5.5}{22} = \frac{17.5}{22} = \frac{35}{44}$

7.  $\frac{7}{13} + \frac{4}{16} = \frac{14}{26} + \frac{5}{13} = \frac{14}{26} + \frac{10}{26} = \frac{24}{26} = \frac{12}{13}$

8.  $\frac{8}{15} + \frac{5}{20} = \frac{16}{30} + \frac{7.5}{30} = \frac{23.5}{30} = \frac{47}{60}$

9.  $\frac{9}{17} + \frac{6}{18} = \frac{9}{17} + \frac{1}{3} = \frac{9}{17} + \frac{5.67}{17} = \frac{14.67}{17} = \frac{44}{51}$

10.  $\frac{10}{19} + \frac{7}{22} = \frac{20}{38} + \frac{12.25}{38} = \frac{32.25}{38} = \frac{129}{152}$

11.  $\frac{11}{21} + \frac{8}{24} = \frac{22}{42} + \frac{10.67}{42} = \frac{32.67}{42} = \frac{98}{126} = \frac{49}{63}$

12.  $\frac{12}{23} + \frac{9}{26} = \frac{24}{46} + \frac{15.9}{46} = \frac{39.9}{46} = \frac{399}{460}$

13.  $\frac{13}{25} + \frac{10}{28} = \frac{26}{50} + \frac{18.18}{50} = \frac{44.18}{50} = \frac{2209}{1250}$

14.  $\frac{14}{27} + \frac{11}{30} = \frac{28}{54} + \frac{20.18}{54} = \frac{48.18}{54} = \frac{2409}{2700} = \frac{803}{900}$

15.  $\frac{15}{29} + \frac{12}{32} = \frac{30}{58} + \frac{22.5}{58} = \frac{52.5}{58} = \frac{105}{116}$

16.  $\frac{16}{31} + \frac{13}{34} = \frac{32}{62} + \frac{24.71}{62} = \frac{56.71}{62} = \frac{5671}{6200}$

17.  $\frac{17}{33} + \frac{14}{36} = \frac{34}{66} + \frac{25.45}{66} = \frac{59.45}{66} = \frac{1189}{1320}$

18.  $\frac{18}{35} + \frac{15}{38} = \frac{36}{70} + \frac{29.25}{70} = \frac{65.25}{70} = \frac{261}{280}$

19.  $\frac{19}{37} + \frac{16}{40} = \frac{38}{74} + \frac{32}{74} = \frac{70}{74} = \frac{35}{37}$

20.  $\frac{20}{39} + \frac{17}{42} = \frac{40}{78} + \frac{34.67}{78} = \frac{74.67}{78} = \frac{2240}{2340} = \frac{112}{117}$

21.  $\frac{21}{41} + \frac{18}{44} = \frac{42}{82} + \frac{37.73}{82} = \frac{79.73}{82} = \frac{7973}{8200}$

22.  $\frac{22}{43} + \frac{19}{46} = \frac{44}{86} + \frac{40.91}{86} = \frac{84.91}{86} = \frac{8491}{8600}$

23.  $\frac{23}{45} + \frac{20}{48} = \frac{46}{90} + \frac{44.44}{90} = \frac{90.44}{90} = \frac{2261}{2250}$

24.  $\frac{24}{47} + \frac{21}{50} = \frac{48}{94} + \frac{46.26}{94} = \frac{94.26}{94} = \frac{23565}{23500} = \frac{4713}{4700}$

25.  $\frac{25}{49} + \frac{22}{52} = \frac{50}{98} + \frac{49.09}{98} = \frac{99.09}{98} = \frac{1100}{1029}$

26.  $\frac{26}{51} + \frac{23}{54} = \frac{52}{102} + \frac{51.96}{102} = \frac{103.96}{102} = \frac{2599}{2550}$

27.  $\frac{27}{53} + \frac{24}{56} = \frac{54}{106} + \frac{54.54}{106} = \frac{108.54}{106} = \frac{27135}{26500} = \frac{5427}{5300}$

28.  $\frac{28}{55} + \frac{25}{58} = \frac{56}{110} + \frac{57.27}{110} = \frac{113.27}{110} = \frac{11327}{11000}$

29.  $\frac{29}{57} + \frac{26}{60} = \frac{58}{114} + \frac{60.52}{114} = \frac{118.52}{114} = \frac{2963}{2850}$

30.  $\frac{30}{59} + \frac{27}{62} = \frac{60}{118} + \frac{63.56}{118} = \frac{123.56}{118} = \frac{3089}{2950}$

31.  $\frac{31}{61} + \frac{28}{64} = \frac{62}{122} + \frac{66.39}{122} = \frac{128.39}{122} = \frac{12839}{12200}$

32.  $\frac{32}{63} + \frac{29}{66} = \frac{64}{126} + \frac{69.05}{126} = \frac{133.05}{126} = \frac{2661}{2520}$

33.  $\frac{33}{65} + \frac{30}{68} = \frac{66}{130} + \frac{71.43}{130} = \frac{137.43}{130} = \frac{13743}{13000}$

34.  $\frac{34}{67} + \frac{31}{70} = \frac{68}{134} + \frac{74.63}{134} = \frac{142.63}{134} = \frac{14263}{13400}$

35.  $\frac{35}{69} + \frac{32}{72} = \frac{70}{138} + \frac{77.54}{138} = \frac{147.54}{138} = \frac{2459}{2300}$

36.  $\frac{36}{71} + \frac{33}{74} = \frac{72}{142} + \frac{80.28}{142} = \frac{152.28}{142} = \frac{3807}{3550}$

37.  $\frac{37}{73} + \frac{34}{76} = \frac{74}{146} + \frac{83.15}{146} = \frac{157.15}{146} = \frac{15715}{14600}$

38.  $\frac{38}{75} + \frac{35}{78} = \frac{76}{150} + \frac{86.67}{150} = \frac{162.67}{150} = \frac{16267}{15000}$

39.  $\frac{39}{77} + \frac{36}{80} = \frac{78}{154} + \frac{90.91}{154} = \frac{168.91}{154} = \frac{16891}{15400}$

40.  $\frac{40}{79} + \frac{37}{82} = \frac{80}{158} + \frac{94.35}{158} = \frac{174.35}{158} = \frac{17435}{15800}$

41.  $\frac{41}{81} + \frac{38}{84} = \frac{82}{162} + \frac{97.78}{162} = \frac{179.78}{162} = \frac{17978}{16200} = \frac{8989}{8100}$

42.  $\frac{42}{83} + \frac{39}{86} = \frac{84}{166} + \frac{101.27}{166} = \frac{185.27}{166} = \frac{18527}{16600}$

43.  $\frac{43}{85} + \frac{40}{88} = \frac{86}{170} + \frac{104.76}{170} = \frac{190.76}{170} = \frac{19076}{17000} = \frac{4769}{4250}$

44.  $\frac{44}{87} + \frac{41}{90} = \frac{88}{174} + \frac{108.11}{174} = \frac{196.11}{174} = \frac{19611}{17400}$

45.  $\frac{45}{89} + \frac{42}{92} = \frac{90}{178} + \frac{111.52}{178} = \frac{201.52}{178} = \frac{20152}{17800} = \frac{2519}{2225}$

46.  $\frac{46}{91} + \frac{43}{94} = \frac{92}{182} + \frac{114.83}{182} = \frac{206.83}{182} = \frac{20683}{18200}$

47.  $\frac{47}{93} + \frac{44}{96} = \frac{94}{186} + \frac{118.18}{186} = \frac{212.18}{186} = \frac{21218}{18600} = \frac{10609}{9300}$

48.  $\frac{48}{95} + \frac{45}{98} = \frac{96}{190} + \frac{121.58}{190} = \frac{217.58}{190} = \frac{21758}{19000}$

49.  $\frac{49}{97} + \frac{46}{100} = \frac{98}{194} + \frac{125.0}{194} = \frac{223.0}{194} = \frac{22300}{19400} = \frac{1115}{970}$

50.  $\frac{50}{99} + \frac{47}{102} = \frac{100}{198} + \frac{128.27}{198} = \frac{228.2$

**June 14, 2024**

**9:00 AM - 9:30 AM**

**9:00 | MEETINGS** Advice/Recommendations **Teams**

[illegible]

Security Concern

DMC Teams

9:30 AM - 10:45 AM

Security Concern

DMC Teams

**June 14, 2024 Continued**

10:45 AM - 11:15 AM

PSA Exec DMC Debrief -- Microsoft Teams Meeting



**June 14, 2024 Continued**

11:30 AM - 12:00 PM

**Ministry HR leads - DM Update -- Microsoft Teams Meeting**

Thank you for accepting this invite for Ministry HR leads to attend an in-camera DM update

[illegible]

**2:15 PM - 3:15 PM**

## Interview #2 -- MS Teams

**June 15, 2024**

**June 17, 2024**

9:00 AM - 10:30 AM

Speaker Series - Jonny Morris, June 17, 9:00am - 10:30am



**10:30 AM - 11:00 AM**

**Bi-Weekly Budget & Staffing Update -- Ms Teams**

11:00 AM - 12:00 PM

Executive & Direct Reports -- MS Teams

1:00 PM - 3:30 PM

Executive Steering Committee --MS Teams

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**1:10 PM - 3:30 PM**

**ESC -- Microsoft Teams Meeting**

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**June 17, 2024 Continued**

**2:30 PM - 2:50 PM**

### ESC -- MS Teams

Jaime will send a message when committee is ready for you to join.  
Please be on standby 10 mins before. Thank you!

[illegible]

**2:50 PM - 3:10 PM**

### ESC --MS Teams

3:30 PM - 4:00 PM

ESC de-brief -- Microsoft Teams Meeting  
\*new series from Kevena's calendar

**June 17, 2024 Continued**

**4:30 PM - 4:45 PM**

**Meeting: Korina, Alyson, Deb --Microsoft Teams Meeting**

**7:00 PM - 7:15 PM**

**Briefing: Alyson/Korina/Deb --Microsoft Teams Meeting**



**June 17, 2024 Continued**

**June 18, 2024**

**9:00 AM - 9:30 AM**

**Meeting: David Galbraith, Deb Godfrey -- Microsoft Teams Meeting**

June 18, 2024 Continued

9:30 AM - 10:00 AM

Meeting: Sam Myers, Deb Godfrey --Microsoft Teams Meeting  
Updating to next available time. Thank you!

**June 18, 2024 Continued**

**10:00 AM - 10:30 AM**

10:00 | BI-WEEKLY 1:1 | Deb & Mary Sue -- Teams  
Bi-weekly; series end date is Dec. 3/24.

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are also dashed midlines between some of the solid lines, which is typical of primary-ruled notebook paper. The paper appears slightly aged or off-white. There are no markings, text, or drawings on the page.

**10:30 AM - 11:00 AM**

**Meeting: Anita/Deb reg: ETM -- MS Teams**

	Pretest	Posttest
Mean	1.5	1.5
SD	0.5	0.5

**June 18, 2024 Continued**

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**DMO Touch base**

**11:00 AM - 11:30 AM**

**Meeting: Gen/Deb --Microsoft Teams Meeting** Security Concern

**11:30 AM - 12:00 PM**

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**June 18, 2024 Continued**

1:00 PM - 2:00 PM

Interview #3 -- MS Teams

2:00 PM - 2:15 PM

Connect: Heather & Debbie -- MS Teams

2:30 PM - 3:00 PM

1:1 - Dr. Lakey/Deb -- MS Teams

June 18, 2024 Continued

3:00 PM - 4:00 PM

PSA Exec -- Microsoft Teams Meeting

Advice/Recommendations

4:00 PM - 4:30 PM

Tara / Deb - workshop debrief -- Microsoft Teams Meeting

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

1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes the need for transparency and accountability in all financial dealings.

2. The second part of the document outlines the various methods and techniques used to collect and analyze data. It includes a detailed description of the experimental procedures and the statistical analysis performed.

3. The third part of the document presents the results of the study. It includes a series of tables and graphs that illustrate the findings of the research. The data shows a clear trend of increasing activity over time.

4. The fourth part of the document discusses the implications of the findings. It suggests that the results have significant implications for the field of study and may lead to further research in this area.

5. The fifth part of the document concludes the study. It summarizes the key findings and provides a final statement on the importance of the research.

June 18, 2024 Continued

4:30 PM - 4:45 PM

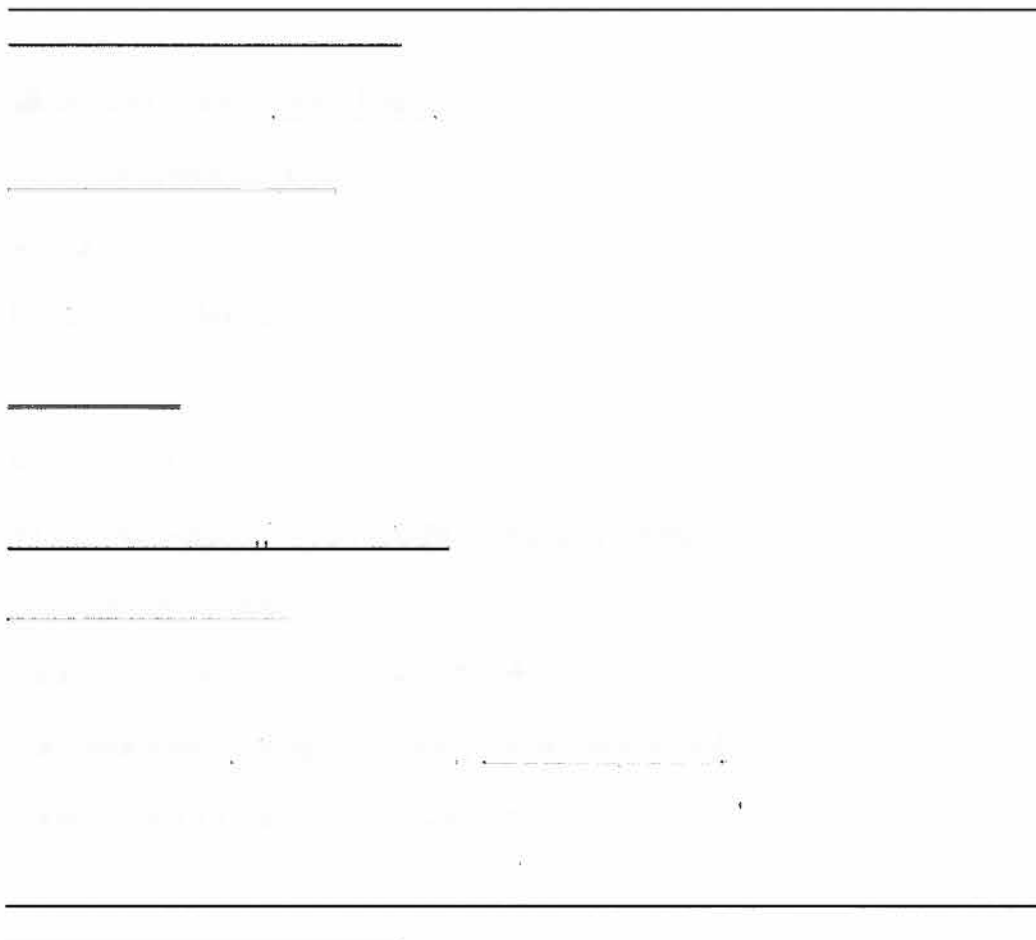
Meeting: Korina, Alyson, Deb --Microsoft Teams Meeting



**June 18, 2024 Continued**

7:30 PM - 8:00 PM

Meeting: Deb/Korina/Alyson -- Microsoft Teams Meeting



**June 19, 2024**

8:00 AM - 9:00 AM

Executive Coaching -- Microsoft Teams Meeting

Hi Heather,

Is it possible to start this meeting at 8am? Thanks so much

**June 19, 2024 Continued**

2024-06-19

2024-06-19

2024-06-19

2024-06-19

2024-06-19

2024-06-19

2024-06-19

2024-06-19

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2024-06-19

2024-06-19

2024-06-19

2024-06-19

2024-06-19

9:00 AM - 12:00 PM

9:00 Wider Working Group: Update to DM -- Microsoft Teams Meeting

2024-06-19

2024-06-19

2024-06-19

**June 19, 2024 Continued**

**12:00 PM - 12:15 PM**

### Melanie/Deb Connect -- Teams

**June 19, 2024 Continued**

**1:00 PM - 1:45 PM**

**DMC DREM -- Microsoft Teams Meeting** <sup>Security Concern</sup>

**June 19, 2024 Continued**

**2:00 PM - 2:15 PM**

**Meeting: Kevena, Steven, Deb -- Microsoft Teams Meeting; /**  
Advice/Recommendations

Security Concern

[illegible]

**2:30 PM - 3:00 PM**

**1:1 Raeleen Siu, Deb Godfrey -- Microsoft Teams Meeting**

Figure 1 is a schematic representation of the experimental design. It shows a sequence of events: a subject is presented with a stimulus (a line with a dot), then a response is recorded (a line with a dot), and finally a feedback is provided (a line with a dot). The sequence is repeated for multiple trials.

**June 19, 2024 Continued**

**3:00 PM - 3:30 PM**

**Meeting: Karen, Raeleen, Ken, Deb -- Microsoft Teams Meeting**  
Will adjust occurrences as needed. Thank you!

**June 19, 2024 Continued**

**3:30 PM - 4:00 PM**

**Meeting: Rebecca, Angela, Deb -- Microsoft Teams Meeting**

Meeting: Rebecca, Angela, Deb -- Microsoft Teams Meeting

[illegible]

**4:00 PM - 4:30 PM**

**Meeting: Rob Byers, Deb Godfrey -- Microsoft Teams Meeting**

[illegible]

**June 19, 2024 Continued**

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

**Meeting: Korina, Alyson, Deb --Microsoft Teams Meeting**

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**June 19, 2024 Continued**

**June 20, 2024**

**9:00 AM - 9:10 AM**

**Ethics opening -- MS Teams**

**9:30 AM - 10:00 AM**

**Meeting: Alex MacLennan, Deb Godfrey -- Microsoft Teams Meeting**

## June 20, 2024 Continued

10:00 AM - 10:30 AM

**Meeting: Jaime/Deb -- Microsoft Teams Meeting**  
Advice/Recommendations

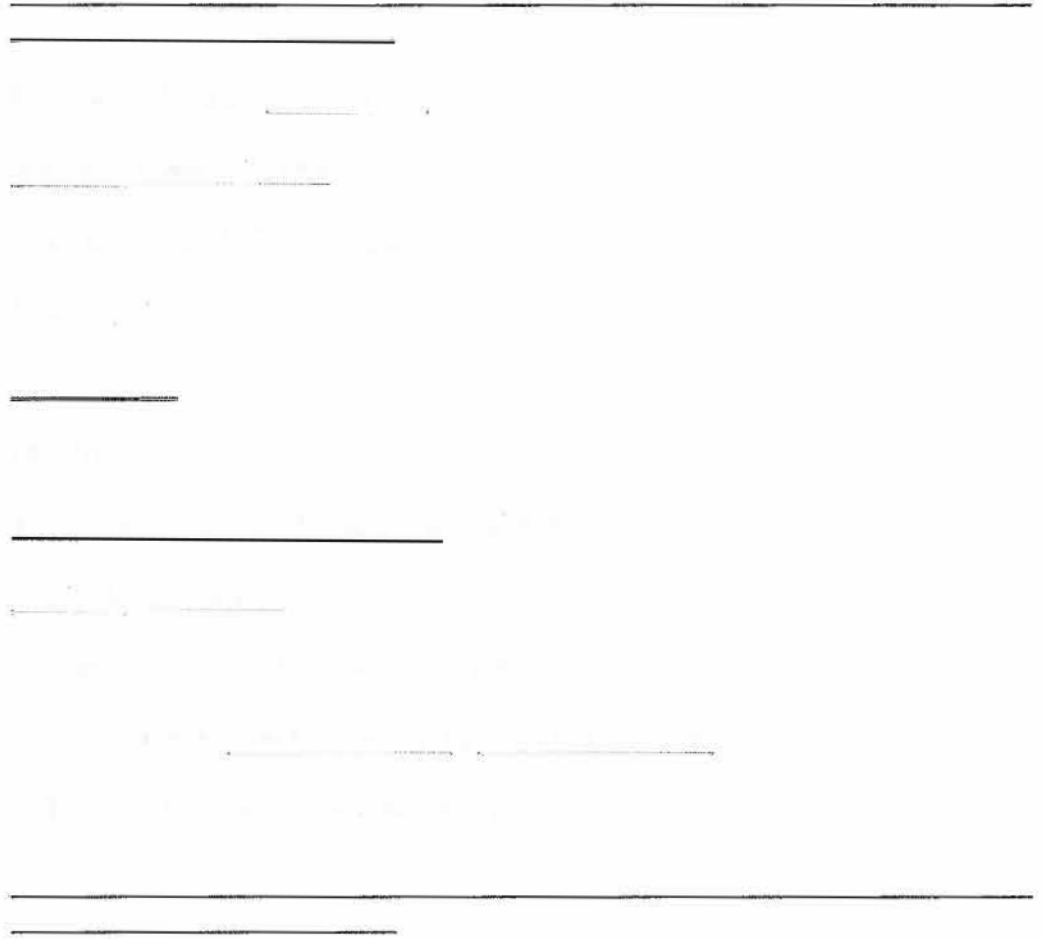
10:30 AM - 11:00 AM

**Meeting: Marcus, Kevena, Deb -- Microsoft Teams Meeting**  
Security Concern

## June 20, 2024 Continued

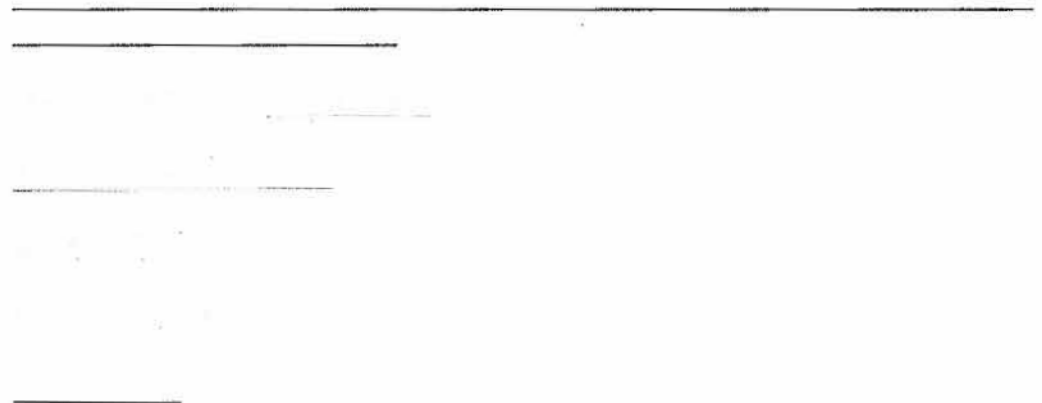
11:00 AM - 11:30 AM

DM 1:1: Tara Richards, Deb Godfrey -- Microsoft Teams Meeting



11:30 AM - 12:00 PM

DM 1:1: Teri Collins, Deb Godfrey --Microsoft Teams Meeting



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**Journal of Management Inquiry** 20(6)p. 789-804  
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**June 20, 2024 Continued**

**12:00 PM - 12:20 PM**

**Discussion with Deb -- Teams**  
Advice/Recommendations

1.  $\frac{1}{2}x + \frac{1}{3}y = 1$

2.  $\frac{1}{3}x + \frac{1}{4}y = 1$

3.  $\frac{1}{4}x + \frac{1}{5}y = 1$

4.  $\frac{1}{5}x + \frac{1}{6}y = 1$

5.  $\frac{1}{6}x + \frac{1}{7}y = 1$

6.  $\frac{1}{7}x + \frac{1}{8}y = 1$

7.  $\frac{1}{8}x + \frac{1}{9}y = 1$

8.  $\frac{1}{9}x + \frac{1}{10}y = 1$

9.  $\frac{1}{10}x + \frac{1}{11}y = 1$

10.  $\frac{1}{11}x + \frac{1}{12}y = 1$

11.  $\frac{1}{12}x + \frac{1}{13}y = 1$

12.  $\frac{1}{13}x + \frac{1}{14}y = 1$

13.  $\frac{1}{14}x + \frac{1}{15}y = 1$

14.  $\frac{1}{15}x + \frac{1}{16}y = 1$

15.  $\frac{1}{16}x + \frac{1}{17}y = 1$

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56.  $\frac{1}{57}x + \frac{1}{58}y = 1$

57.  $\frac{1}{58}x + \frac{1}{59}y = 1$

58.  $\frac{1}{59}x + \frac{1}{60}y = 1$

59.  $\frac{1}{60}x + \frac{1}{61}y = 1$

60.  $\frac{1}{61}x + \frac{1}{62}y = 1$

61.  $\frac{1}{62}x + \frac{1}{63}y = 1$

62.  $\frac{1}{63}x + \frac{1}{64}y = 1$

63.  $\frac{1}{64}x + \frac{1}{65}y = 1$

64.  $\frac{1}{65}x + \frac{1}{66}y = 1$

65.  $\frac{1}{66}x + \frac{1}{67}y = 1$

66.  $\frac{1}{67}x + \frac{1}{68}y = 1$

67.  $\frac{1}{68}x + \frac{1}{69}y = 1$

68.  $\frac{1}{69}x + \frac{1}{70}y = 1$

69.  $\frac{1}{70}x + \frac{1}{71}y = 1$

70.  $\frac{1}{71}x + \frac{1}{72}y = 1$

71.  $\frac{1}{72}x + \frac{1}{73}y = 1$

72.  $\frac{1}{73}x + \frac{1}{74}y = 1$

73.  $\frac{1}{74}x + \frac{1}{75}y = 1$

74.  $\frac{1}{75}x + \frac{1}{76}y = 1$

75.  $\frac{1}{76}x + \frac{1}{77}y = 1$

76.  $\frac{1}{77}x + \frac{1}{78}y = 1$

77.  $\frac{1}{78}x + \frac{1}{79}y = 1$

78.  $\frac{1}{79}x + \frac{1}{80}y = 1$

79.  $\frac{1}{80}x + \frac{1}{81}y = 1$

80.  $\frac{1}{81}x + \frac{1}{82}y = 1$

81.  $\frac{1}{82}x + \frac{1}{83}y = 1$

82.  $\frac{1}{83}x + \frac{1}{84}y = 1$

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87.  $\frac{1}{88}x + \frac{1}{89}y = 1$

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89.  $\frac{1}{90}x + \frac{1}{91}y = 1$

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92.  $\frac{1}{93}x + \frac{1}{94}y = 1$

93.  $\frac{1}{94}x + \frac{1}{95}y = 1$

94.  $\frac{1}{95}x + \frac{1}{96}y = 1$

95.  $\frac{1}{96}x + \frac{1}{97}y = 1$

96.  $\frac{1}{97}x + \frac{1}{98}y = 1$

97.  $\frac{1}{98}x + \frac{1}{99}y = 1$

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104.  $\frac{1}{105}x + \frac{1}{106}y = 1$

105.  $\frac{1}{106}x + \frac{1}{107}y = 1$

106.  $\frac{1}{107}x + \frac{1}{108}y = 1$

107.  $\frac{1}{108}x + \frac{1}{109}y = 1$

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118.  $\frac{1}{119}x + \frac{1}{120}y = 1$

119.  $\frac{1}{120}x + \frac{1}{121}y = 1$

120.  $\frac{$

**1:00 PM - 1:45 PM**

**Meeting: Shannon and Deb Godfrey -Weekly check-in --Shannon to call Deb's cell** Government Financial Information

**Meeting: Kim, Indy, Deb --Microsoft Teams Meeting**  
Advice/Recommendations; Security Concern

**2:30 PM - 3:00 PM**

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1. The first item on the agenda was a review of the minutes from the previous meeting. The minutes were read aloud and approved by the committee.

2. The second item was a discussion of the proposed changes to the bylaws. The committee discussed the changes and agreed to recommend them to the membership.

3. The third item was a report on the financial status of the organization. The treasurer reported that the organization was in good financial health.

4. The fourth item was a discussion of the upcoming annual meeting. The committee agreed to hold the meeting on the same date as the previous year.

5. The fifth item was a discussion of the proposed changes to the membership fees. The committee agreed to recommend a decrease in the fees.

6. The sixth item was a discussion of the proposed changes to the dues structure. The committee agreed to recommend a new structure.

7. The seventh item was a discussion of the proposed changes to the governance structure. The committee agreed to recommend a new structure.

8. The eighth item was a discussion of the proposed changes to the organizational structure. The committee agreed to recommend a new structure.

9. The ninth item was a discussion of the proposed changes to the membership structure. The committee agreed to recommend a new structure.

10. The tenth item was a discussion of the proposed changes to the governance structure. The committee agreed to recommend a new structure.

3:00 PM - 3:30 PM      Meeting: Janet/Deb -- Microsoft Teams Meeting

1. The first item on the agenda was a review of the minutes from the previous meeting. The minutes were read aloud and approved by the committee.

2. The second item was a discussion of the proposed changes to the bylaws. The committee discussed the changes and agreed to recommend them to the membership.

3. The third item was a report on the financial status of the organization. The treasurer reported that the organization was in good financial health.

4. The fourth item was a discussion of the upcoming annual meeting. The committee agreed to hold the meeting on the same date as the previous year.

5. The fifth item was a discussion of the proposed changes to the membership fees. The committee agreed to recommend a decrease in the fees.

6. The sixth item was a discussion of the proposed changes to the dues structure. The committee agreed to recommend a new structure.

7. The seventh item was a discussion of the proposed changes to the governance structure. The committee agreed to recommend a new structure.

8. The eighth item was a discussion of the proposed changes to the organizational structure. The committee agreed to recommend a new structure.

9. The ninth item was a discussion of the proposed changes to the membership structure. The committee agreed to recommend a new structure.

10. The tenth item was a discussion of the proposed changes to the governance structure. The committee agreed to recommend a new structure.

June 20, 2024 Continued

3:30 PM - 4:00 PM

Meeting: Anita/Deb reg: Shannon debrief -- MS Teams

4:00 PM - 4:30 PM

Meeting: Peter Pokorny, Deb Godfrey, Shannon Salter -- Microsoft Teams Meeting  
Materials to be provided in advance. Thank you!



## June 20, 2024 Continued

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## June 21, 2024

9:00 AM - 10:00 AM

Meeting: Rheannon, Jennifer, Leanna, Mel, Kevena, Deb --Microsoft Teams Meeting

Advice/Recommendations

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10:00 AM - 10:30 AM

Bi-weekly Touch base: John/Deb -- MS Teams

**June 21, 2024 Continued**

**10:30 AM - 11:00 AM**

**Bi-weekly meeting: Iris, Deb -- Microsoft Teams Meeting**

[illegible]

**11:00 AM - 11:30 AM**

**Meeting: Tara Richards, Deb Godfrey, Shannon Salter -- Microsoft Teams Meeting**

**June 21, 2024 Continued**

11:30 AM - 12:00 PM

**Meeting: Barb Carmichael, Deb Godfrey, Shannon Salter --Microsoft Teams Meeting**

**1:00 PM - 1:30 PM**

**Meeting: Stephen Brown, Deb Godfrey, Shannon Salter -- Microsoft Teams Meeting**  
**Materials will be sent in advance of meeting. Thank you!**

**2:00 PM - 2:30 PM**

**Meeting: Debbie/Jaime/Angela/Melissa/Raymond/Heather/Ken/Nancy -- MS Teams**

**2:30 PM - 3:00 PM**

**Meeting: Janet, Deb -- Microsoft Teams Meeting**

**June 21, 2024 Continued**

[Faint, illegible text]

**June 24, 2024**

**10:45 AM - 12:00 PM**

**Interview #4 -- MS Teams**

**1:00 PM - 4:15 PM**

**Executive Steering Committee -- / MS Teams;**  
Security Concern

[Faint, illegible text]

1:10 PM - 4:00 PM

ESC --MS Teams

1:20 PM - 2:20 PM

ESC --MS Teams



**2:20 PM - 2:50 PM**

ESC

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3:00 PM - 3:20 PM

ESC -- MS Teams

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**3:30 PM - 3:50 PM**

**Meeting: Shannon S, Deb G, Rueben and Carly P -- MS teams**  
Security Concern

3:50 PM - 4:20 PM

ESC --MS Teams

**June 24, 2024 Continued**

**4:00 PM - 4:30 PM**

ESC de-brief -- Microsoft Teams Meeting  
\*new series from Kevena's calendar

[illegible]

**4:30 PM - 4:45 PM**

**Meeting: Korina, Alyson, Deb ~ Microsoft Teams Meeting**

**June 24, 2024 Continued**

**June 25, 2024**

**9:15 AM - 5:00 PM**

**LDB Tour #1 BC Liquor Distribution Branch Overview & Tours -- various locations**







**June 25, 2024 Continued**

4:30 PM - 4:45 PM                      Meeting: Korina, Alyson, Deb -- MS Teams

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**June 26, 2024**

8:30 AM - 12:00 PM                      LDB 101: virtual overview of LDB -- Teams ; (link below)



**Alisha Rawji**

Operations Manager, Executive Group - General Manager & CEO  
BC Liquor Distribution Branch  
3383 Gilmore Way, Burnaby BC V5G 4S1  
T: 604 252-6219 E: [alisha.rawji@bcldb.com](mailto:alisha.rawji@bcldb.com)

***The LDB is proud to contribute over \$1 billion annually to the Province of British Columbia. Our contribution helps provide financial support for vital public services including health care and education.***

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Effective June 18, 2023, the LDB has updated their email system. To ensure I receive emails from you, please delete me from the auto-complete list in the TO: line of your next email to me. Then manually add me in the TO: line. You will only need to complete this once, after that, all your emails to me will get to my mailbox (help instructions Manage suggested recipients in the To, Cc, and Bcc boxes with Auto-Complete - Microsoft Support).

**1:00 PM - 1:30 PM**

**Meeting: Ken McLean, Deb Godfrey -- Microsoft Teams Meeting**

1:30 PM - 2:00 PM

Meeting: Anita/Deb reg: Shannon debrief -- MS Teams

2:00 PM - 2:30 PM

Meeting: Steven, Deb -- Microsoft Teams Meeting  
Re: Executive Review

3:00 PM - 4:30 PM

June PSA Virtual Meeting -- Microsoft Teams Meeting  
Join us for the June PSA Virtual Meeting.

**Please mute your mic until it's time for questions.**

Transcription (live text to right of presenter): Turn it on by clicking the three dots icon on your Teams window and choose "Record and transcribe" and choose "Transcript".

Captions (live text on screen): Turn it on by clicking the three dots icon on your Teams window and choose "Language and speech" and choose "turn on live captions".

Please share your feedback with internal communications after the meeting to let us know how you found these captions compared to CART services. If you require further accommodation, please contact internal communications.

### **Agenda:**

1. Deputy Minister's update

Questions and answers

Deb Godfrey

2. HR Renewal

Steven Emery, ADM, HR Planning, Modernization and Corporate Services

Katherine Seaward, Director, Classifications and Exclusions

3. Division Update

Steven Emery, ADM

4. REDI 10-minute topic – Indigenous History Month

David Hendricks, Cheri Maisonneuve, Emma Gillespie

5. PSA Work Environment Survey – Analysis and next steps

Employee Engagement Working Group

**June 26, 2024 Continued**

**June 27, 2024**

**12:00 AM - 12:00 AM**

**Hold for Leading for Tomorrow -** Security Concern

Please join your corporate executive colleagues at **Leading for Tomorrow**, a two-day immersive leadership development program at Royal Roads University.

This calendar invitation is intended to hold space in your calendar for the two-day program and is not used for attendance tracking. Please [register in the learning system](#) to secure your spot.

I look forward to seeing you there.

Sincerely,

Deb Godfrey

Deputy Minister

BC Public Service Agency

**8:30 AM - 4:30 PM**

**Hold: Leading for Tomorrow**



**June 27, 2024 Continued**

**3:00 PM - 3:30 PM**

**MKC Briefing -- MS Teams**  
Advice/Recommendations

Please use Teams link sent in email. Thank you.

**June 28, 2024**

**12:00 AM - 12:00 AM**

**Hold for Leading for Tomorrow** . Security Concern

**Please See Above**

## June 28, 2024 Continued

8:30 AM - 4:30 PM

Hold: Leading for Tomorrow