

June 1, 2024

9:15 AM - 10:15 AM Private Appointment

June 3, 2024

8:30 AM - 8:45 AM TOL Sign off

8:30 AM - 8:45 AM TOL Sign off

9:00 AM - 9:30 AM confirm ML CK TALM

10:00 AM - 12:00 PM Advice/Recommendations Security Concern

1:00 PM - 1:30 PM Jordan/Francis Bi-Weekly Security Concern

2:15 PM - 2:30 PM MKC | Pre- Brief Engaging with RBC on The Business of Reconciliation -- MS Teams

2:30 PM - 3:00 PM MKC | Mtg Engaging with RBC on The Business of Reconciliation -- MS Teams

June 4, 2024

9:00 AM - 9:30 AM Advice/Recommendations; Cabinet Confidences; Government Financial Information; Intergovernmental Communications Baskerville, Amann-Blake, Caul, Wood, Gross, Purnell -- Microsoft Teams Meeting

9:30 AM - 10:00 AM Bi-Weekly Meetings - Jordan/Drew Security Concern

10:00 AM - 11:00 AM Admin Time

11:00 AM - 11:30 AM Jordan/Ashley - Weekly Meeting -- Microsoft Teams Meeting

11:30 AM - 11:45 AM Advice/Recommendations; Cabinet Confidences Microsoft Teams Meeting

June 4, 2024 Continued

1:00 PM - 1:30 PM	Travel to <small>Security Concern</small>	
1:30 PM - 2:30 PM	REQ 111979 - Oral Interview -- <small>Security Concern</small>	MS Teams
2:30 PM - 3:00 PM	REQ 111979 - Interview Debrief -- <small>Security Concern</small>	MS Teams

June 5, 2024

9:30 AM - 10:30 AM	Advice/Recommendations	Microsoft Teams Meeting
10:00 AM - 10:30 AM	Advice/Recommendations	Microsoft Teams Meeting
11:00 AM - 12:00 PM	Admin Time	
1:00 PM - 1:30 PM	Alexandra/Jordan - Weekly --	Microsoft Teams Meeting
1:30 PM - 2:00 PM	Travel to <small>Security Concern</small>	
2:00 PM - 3:00 PM	REQ 111979 - Oral Interview -- <small>Security Concern</small> MS teams	
3:00 PM - 3:30 PM	REQ 111979 - Interview Debrief -- <small>Security Concern</small> Ms Teams	
3:30 PM - 8:30 PM	hold	
3:30 PM - 4:00 PM	Travel	

June 6, 2024

8:30 AM - 9:00 AM	ITB Learning Day -- <small>Security Concern</small>	
9:00 AM - 10:00 AM	Admin Time	

June 6, 2024 Continued

9:30 AM - 10:00 AM

Advice/Recommendations; Cabinet Confidences

- Microsoft Teams Meeting

11:30 AM - 12:30 PM

MJO,MKC & MMR]

Advice/Recommendations

Security Concern
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'MS Teams

12:30 PM - 4:30 PM

hold

4:30 PM - 5:30 PM

Private Appointment

June 7, 2024

All Day

Advice/Recommendations

-- Microsoft Teams Meeting

7:45 AM - 8:45 AM

Private Appointment

8:45 AM - 9:00 AM

MFEX Mtg -- MS Teams

9:30 AM - 4:00 PM

Advice/Recommendations;
Security Concern

Security Concern

Microsoft Teams Meeting;

12:30 PM - 1:00 PM

Travel to

Security Concern

12:45 PM - 1:00 PM

Interview Panel Pre-brief -

Security Concern

1:00 PM - 2:00 PM

Interview #1 -- MS Teams;

Security Concern

2:00 PM - 3:00 PM

Admin Time

June 8, 2024

10:15 AM - 11:15 AM

Private Appointment

June 10, 2024

11:00 AM - 11:30 AM **Jordan/Ashley - Weekly Meeting -- Microsoft Teams Meeting**

11:30 AM - 12:00 PM **Heather, Jordan & Amy | Check-In -- MS Teams**

June 11, 2024

9:30 AM - 11:00 AM Advice/Recommendations; Cabinet Confidences **Microsoft Teams Meeting**

11:00 AM - 12:00 PM **11:00 Meeting** | Advice/Recommendations **Teams**

11:00 AM - 12:00 PM **Next level knowledge: A video game event for PSW -- Online**

12:00 PM - 1:00 PM **Touch base on deck and report -- Microsoft Teams Meeting**

1:00 PM - 1:30 PM **Alexandra/Jordan - Weekly -- Microsoft Teams Meeting**

2:00 PM - 4:00 PM **LDP - Capstone Presentations -- Microsoft Teams Meeting**

June 12, 2024

8:00 AM - 8:30 AM Advice/Recommendations; Cabinet Confidences **Microsoft Teams Meeting;** Security Concern

9:30 AM - 10:00 AM **bi-weekly Joel/Jordan -- Microsoft Teams Meeting**

10:00 AM - 10:30 AM **Bi-weekly Meetings - Jordan/Satish -- Teams Meeting**

10:30 AM - 11:00 AM Cabinet Confidences **Microsoft Teams Meeting**

11:55 AM - 12:30 PM **Public Service Week Pizza Serving --** Security Concern

3:00 PM - 3:30 PM **Michelle/Jordan Bi-Weekly -- Teams**

June 12, 2024 Continued

3:30 PM - 4:00 PM

Colin/Jordan Weekly meeting -- Teams

4:00 PM - 4:30 PM

Advice/Recommendations; Cabinet Confidences

Microsoft Teams Meeting

4:30 PM - 5:00 PM

Advice/Recommendations; Cabinet Confidences

MS Teams

June 13, 2024

8:00 AM - 9:00 AM

Private Appointment

10:30 AM - 11:30 AM

Advice/Recommendations

Microsoft Teams Meeting

11:00 AM - 12:00 PM

Ministry of Finance talent show

1:30 PM - 2:00 PM

1:30 PM DM Mihlar/ADM Goss -- Microsoft Teams Meeting

2:00 PM - 2:30 PM

PMO Update - Monthly --

Security Concern

Microsoft Teams Meeting

2:30 PM - 3:00 PM

Susan/Jordan Bi-weekly --

Security Concern

Microsoft Teams Meeting

3:00 PM - 3:30 PM

Bi-Weekly Meeting - Jordan/Kinsburh -- TEAMS

3:30 PM - 4:30 PM

Advice/Recommendations

Microsoft Teams Meeting

June 14, 2024

8:30 AM - 8:45 AM

Check TALM entries

9:00 AM - 9:30 AM

Advice/Recommendations; Cabinet Confidences

Microsoft Teams Meeting;

Security Concern

10:00 AM - 11:30 AM

FIN | Commissioner & Deputy Commissioner - SVT --

Security Concern

Security Concern

June 14, 2024 Continued

11:00 AM - 12:00 PM	Trivia hour: A Public Service Week event -- Online
2:15 PM - 3:15 PM	Interview #2 -- MS Teams
3:40 PM - 4:10 PM	Advice/Recommendations; Cabinet Confidences Jordan/Neil -- Microsoft Teams Meeting

June 17, 2024

8:00 AM - 8:30 AM	Advice/Recommendations; Cabinet Confidences Microsoft Teams Meeting
8:30 AM - 8:45 AM	TOL Sign off
8:30 AM - 8:45 AM	TOL Sign off
9:30 AM - 10:00 AM	confirm TALM
10:00 AM - 10:30 AM	Jordan/Trudie touch base -- MS Teams only
11:00 AM - 11:30 AM	Jordan/Ashley - Weekly Meeting -- Security Concern
11:30 AM - 12:00 PM	Advice/Recommendations; Cabinet Confidences Security Concern MS Teams;
12:30 PM - 1:00 PM	Heather & Jordan Bi-Weekly -- MS Teams; Security Concern
1:00 PM - 1:30 PM	Private Appointment
3:00 PM - 3:30 PM	Alexandra/Jordan - Weekly -- Microsoft Teams Meeting

June 18, 2024

9:00 AM - 9:30 AM	MKC Advice/Recommendations; Cabinet Confidences MS Teams
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June 18, 2024 Continued

10:30 AM - 11:00 AM	Bi-Weekly Meetings - Jordan/Drew -- TEAMS
11:00 AM - 11:30 AM	Michele/Jordan bi-weekly -- TEAMS
11:30 AM - 12:00 PM	RMS CEC (Quarterly Meeting) -- Microsoft Teams Meeting
1:00 PM - 2:00 PM	Interview #3 -- MS Teams
2:30 PM - 3:00 PM	quick touch base -- Microsoft Teams Meeting
4:00 PM - 4:30 PM	Jordan/Francis Bi-Weekly -- TEAMS

June 19, 2024

12:00 PM - 12:00 AM	
8:30 AM - 9:30 AM	Private Appointment
9:30 AM - 12:00 PM	(Save the Date) RMO Employee Appreciation -- <small>Security Concern</small>
9:30 AM - 10:30 AM	<small>Advice/Recommendations</small> -- Microsoft Teams Meeting
10:00 AM - 10:30 AM	<small>Advice/Recommendations</small> - Microsoft Teams Meeting
10:30 AM - 12:00 PM	10:30 DMCE -- Teams
11:00 AM - 11:25 AM	11:00 DMCE Presentation <small>Advice/Recommendations; Cabinet Confidences; Government Financial Information; Intergovernmental Communications</small> -- Teams
3:30 PM - 4:00 PM	PDE Joint Briefing <small>Advice/Recommendations; Cabinet Confidences</small> - MS Teams

June 20, 2024

All Day

Please See Above

10:00 AM - 1:00 PM

Multilateral -- Please call in from you regular work location

June 21, 2024

12:00 AM - 5:00 PM

Please See Above

8:00 AM - 8:30 AM

Advice/Recommendations; Cabinet Confidences

Microsoft Teams Meeting

June 22, 2024

9:45 AM - 10:45 AM

Private Appointment

June 23, 2024

8:45 AM - 9:45 AM

Private Appointment

June 24, 2024

8:00 AM - 8:30 AM

Advice/Recommendations; Cabinet
Confidences

Microsoft Teams Meeting

9:00 AM - 10:00 AM

Private Appointment

10:00 AM - 11:00 AM

ADM Service Delivery Committee -- Teams

10:45 AM - 12:00 PM

Interview #4 -- MS Teams

1:00 PM - 1:30 PM

Jordan/Ashley - Weekly Meeting -

Security Concern

2:15 PM - 2:45 PM

PDE | Advice/Recommendations;
Cabinet Confidences

MS Teams

June 25, 2024

8:00 AM - 8:30 AM

Advice/Recommendations;
Cabinet Confidentiality
8:00 AM
Teams Meeting

| Shannon, Doug, Heather, Megan, Nate, Alisha, Richard, Jordan -- Microsoft

9:30 AM - 10:00 AM

Advice/Recommendations

Microsoft Teams Meeting

10:00 AM - 11:00 AM

Advice/Recommendations

Meeting

-- Microsoft Teams

10:00 AM - 10:30 AM

Travel

10:30 AM - 12:00 PM

Pride trivia video shoot -

Security Concern

12:00 PM - 12:30 PM

Travel

1:00 PM - 1:30 PM

Review bullets together -- Microsoft Teams Meeting

3:00 PM - 3:30 PM

Bi-Weekly Meeting - Jordan/Kinsburgh --

Security Concern

5:00 PM - 9:00 PM

Personal Information

Security Concern

June 26, 2024

8:30 AM - 9:30 AM

Private Appointment

10:00 AM - 10:30 AM

Susan/Jordan Bi-weekly --

Security Concern

Microsoft Teams Meeting

10:30 AM - 11:00 AM

hold

11:00 AM - 12:00 PM

Town Hall - Revenue Division and the Anti-Money Laundering Secretariat -- Microsoft Teams Meeting

1:00 PM - 1:30 PM

Alexandra/Jordan - Weekly -- Microsoft Teams Meeting

June 26, 2024 Continued

2:00 PM - 2:30 PM	Bi-weekly Meetings - Jordan/Satish -- Teams Meeting
2:30 PM - 3:00 PM	Michelle/Jordan Bi-Weekly -- <small>Security Concern</small>
3:30 PM - 4:00 PM	Colin/Jordan Weekly meeting -- <small>Security Concern</small> teams

June 27, 2024

12:00 AM - 12:00 AM	Hold for Leading for Tomorrow - <small>Security Concern</small>
9:00 AM - 4:00 PM	Leading for Tomorrow (Restricted to Corporate Executive) -- <small>Security Concern</small>
2:00 PM - 2:30 PM	MKC Briefing <small>Advice/Recommendations; Cabinet Confidences; Government Financial Information; Intergovernmental Communications</small> MS Teams
4:00 PM - 6:00 PM	RSVP - Leading for Tomorrow <small>Security Concern</small> Conversations: Networking and Inspiration (optional) - <small>Security Concern</small>

June 28, 2024

12:00 AM - 12:00 AM	Hold for Leading for Tomorrow - <small>Security Concern</small> Please See Above
8:30 AM - 8:45 AM	Check TALM entries
9:00 AM - 4:00 PM	Leading for Tomorrow (Restricted to Corporate Executive) -- <small>Security Concern</small>
9:15 AM - 9:45 AM	<small>Advice/Recommendations; Cabinet Confidences</small> Microsoft Teams Meeting
2:00 PM - 2:15 PM	Call Jordan -- Heather to call Jordan's cell <small>Government Financial Information</small>