

July 1, 2024

8:00 AM - 5:00 PM **STAT**

July 2, 2024

12:00 AM - 12:00 AM **Vacation - July 2 to 10 inclusive (Jul 2-3 A/Kim, Jul 4-5 A/Rachel, Jul 8-10 A/Tara)**

8:00 AM - 5:00 PM **Vacation**

1:30 PM - 2:00 PM **Ad Hoc DMC -- Teams**

July 3, 2024

All Day	Vacation - July 2 to 10 inclusive (Jul 2-3 A/Kim, Jul 4-5 A/Rachel, Jul 8-10 A/Tara) Please See Above
8:00 AM - 5:00 PM	Vacation

July 4, 2024

All Day	Vacation - July 2 to 10 inclusive (Jul 2-3 A/Kim, Jul 4-5 A/Rachel, Jul 8-10 A/Tara) Please See Above
8:00 AM - 5:00 PM	Vacation
1:00 PM - 1:25 PM	Meeting: Okenge Yuma Morisho, Deb Godfrey, Shannon Salter -- Microsoft Teams Meeting

July 5, 2024

All Day	Vacation - July 2 to 10 inclusive (Jul 2-3 A/Kim, Jul 4-5 A/Rachel, Jul 8-10 A/Tara) Please See Above
8:00 AM - 5:00 PM	Vacation

July 6, 2024

All Day	Vacation - July 2 to 10 inclusive (Jul 2-3 A/Kim, Jul 4-5 A/Rachel, Jul 8-10 A/Tara) Please See Above
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July 7, 2024

All Day	Vacation - July 2 to 10 inclusive (Jul 2-3 A/Kim, Jul 4-5 A/Rachel, Jul 8-10 A/Tara) Please See Above
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July 8, 2024

All Day	Vacation - July 2 to 10 inclusive (Jul 2-3 A/Kim, Jul 4-5 A/Rachel, Jul 8-10 A/Tara) Please See Above
8:00 AM - 5:00 PM	Vacation

July 9, 2024

All Day	Vacation - July 2 to 10 inclusive (Jul 2-3 A/Kim, Jul 4-5 A/Rachel, Jul 8-10 A/Tara) Please See Above
8:00 AM - 5:00 PM	Vacation
2:00 PM - 3:00 PM	MSD Governance Committee -- MS Teams

July 9, 2024 Continued

July 10, 2024

12:00 AM - 12:00 AM	Vacation - July 2 to 10 inclusive (Jul 2-3 A/Kim, Jul 4-5 A/Rachel, Jul 8-10 A/Tara) Please See Above
8:00 AM - 5:00 PM	Vacation

July 11, 2024

9:00 AM - 11:00 AM	OFFICE TIME/APPROVALS
11:00 AM - 12:00 PM	DM BI-WEEKLY Okenge and Rachel -- Rachel to call Okenge
12:00 PM - 1:00 PM	Lunch
1:00 PM - 2:00 PM	READING
2:00 PM - 3:00 PM	Econ Sector Course Notification: Getting to Know Management Services Division -- Microsoft Teams Meeting

July 11, 2024 Continued

3:00 PM - 5:00 PM OFFICE TIME

July 12, 2024

9:00 AM - 12:00 PM OFFICE TIME/APPROVALS

12:00 PM - 1:00 PM Lunch

1:00 PM - 2:00 PM APPROVALS

2:00 PM - 3:00 PM RoundTable -- MS Teams

3:00 PM - 3:30 PM READING

3:30 PM - 4:00 PM Weekly Update | Okenge, Shirley, Sarah -- Conference Call

4:00 PM - 4:30 PM Discussion -- MS Teams

July 12, 2024 Continued

4:30 PM - 5:00 PM OFFICE TIME

July 15, 2024

8:00 AM - 8:30 AM The Daily -- Conference Call

8:30 AM - 10:00 AM OFFICE TIME

10:00 AM - 10:30 AM Meet & Greet | Okenge and Maddie -- Security Concern

10:30 AM - 11:00 AM READING

11:00 AM - 12:00 PM Security Concern
DM BI-WEEKLY | Okenge and Kim - Kim to call Okenge

12:00 PM - 1:00 PM Lunch

1:00 PM - 2:30 PM APPROVALS

2:30 PM - 3:15 PM Security Concern
MUNI Executive Committee - | Conference Call

3:30 PM - 4:00 PM OFFICE TIME

4:00 PM - 4:30 PM DM BRIEFING | MUNI Q1 Forecast -- MS Teams

July 15, 2024 Continued

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

July 16, 2024

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

10:30 AM - 11:00 AM **Discussion | Prior to Meeting with UVic -- MS Teams**

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

12:00 PM - 1:00 PM **Lunch**

July 16, 2024 Continued

1:00 PM - 3:00 PM	READING
3:00 PM - 3:30 PM	Designation request -- MS Teams

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3:30 PM - 5:00 PM	OFFICE TIME
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July 17, 2024

9:00 AM - 10:00 AM	OFFICE TIME
10:00 AM - 10:30 AM	MEETING AG/MUNI/PREM -- Microsoft Teams Meeting

July 17, 2024 Continued

10:30 AM - 12:00 PM	READING
12:00 PM - 1:00 PM	Lunch
1:00 PM - 5:00 PM	APPROVALS/OFFICE TIME

July 18, 2024

8:30 AM - 9:30 AM	MAK BRIEFING JULY 19 UBCM EXEC MTG -- MS Teams
9:30 AM - 11:30 AM	APPROVALS

July 18, 2024 Continued

11:30 AM - 12:30 PM	EMCR Seasonal Hazard Call -- Zoom Link will be shared directly with you via email
12:30 PM - 1:30 PM	Lunch
1:30 PM - 2:00 PM	OFFICE TIME
2:00 PM - 3:00 PM	DMCSI -- MST

July 18, 2024 Continued

3:00 PM - 3:30 PM	READING
3:30 PM - 4:00 PM	3:30 Touch Base Okenge and Tara -- Tara to call Okenge

July 19, 2024

6:30 AM - 7:30 AM	Travel to airport + check-in
8:15 AM - 8:48 AM	8:15 AC Flight
9:00 AM - 9:30 AM	Travel
9:30 AM - 10:30 AM	9:30 MAK UBCM Executive Meeting
10:30 AM - 11:00 AM	APPROVALS
11:00 AM - 12:00 PM	MUNI RoundTable -- MS Teams
12:00 PM - 1:00 PM	Lunch
1:00 PM - 2:30 PM	1:00 BC Ferries
1:30 PM - 2:30 PM	Weekly Update Okenge, Shirley, Kelly -- Conference Call
2:30 PM - 3:00 PM	APPROVALS

July 19, 2024 Continued

3:00 PM - 4:30 PM OFFICE TIME

July 22, 2024

8:00 AM - 8:30 AM The Daily -- Conference Call

8:30 AM - 10:00 AM OFFICE TIME

10:00 AM - 11:00 AM READING

11:00 AM - 11:30 AM PO BRIEFING -- MS Teams

11:30 AM - 12:00 PM APPROVALS

12:00 PM - 1:00 PM Lunch

July 23, 2024

6:30 AM - 7:00 AM Touch Base | Scott (IRCC) and Okenge (BC Govt) -- Microsoft Teams Meeting

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7:00 AM - 9:30 AM	OFFICE TIME/READING
9:30 AM - 10:00 AM	MDM -- MS Teams
10:00 AM - 11:00 AM	MAK BRIEFING 2024 UBCM Convention -- MS Teams
11:00 AM - 11:30 AM	APPROVALS
11:30 AM - 12:00 PM	Communications Meeting -- MS Teams
12:00 PM - 1:00 PM	Lunch
1:00 PM - 1:45 PM	Housing Project Board -- MS Teams

July 23, 2024 Continued

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2:00 PM - 2:30 PM Update | Okenge and Rachel -- MS Teams

2:30 PM - 5:00 PM OFFICE TIME

July 24, 2024

9:00 AM - 10:00 AM Prep for DMWG - Population

10:00 AM - 10:30 AM OFFICE TIME

10:30 AM - 11:30 AM MCM -- MS Teams

July 24, 2024 Continued

11:30 AM - 12:00 PM	APPROVALS
12:00 PM - 1:00 PM	Lunch
1:00 PM - 3:00 PM	READING
3:00 PM - 4:00 PM	APPROVALS
4:00 PM - 4:30 PM	DM BRIEFING -- MS Teams

July 25, 2024

8:00 AM - 10:00 AM	OFFICE TIME
10:00 AM - 11:00 AM	FPT DMs Meeting -- zoom

11:00 AM - 12:00 PM	APPROVALS/READING
12:00 PM - 1:00 PM	Lunch
1:00 PM - 1:30 PM	APPROVALS
1:30 PM - 2:25 PM	Cabinet Confidences DMWG · MS Teams

July 25, 2024 Continued

2:30 PM - 4:00 PM	WES Unpacking for DMO -- MS Teams
4:00 PM - 4:30 PM	APPROVALS

July 26, 2024

All Day	Private Appointment
9:00 AM - 11:00 AM	OFFICE TIME/APPROVALS
11:00 AM - 12:00 PM	MUNI RoundTable -- Security Concern Conference Call
12:00 PM - 1:00 PM	Lunch
1:00 PM - 1:30 PM	READING
1:30 PM - 2:00 PM	DM BRIEFING -- MS Teams
2:00 PM - 3:00 PM	OFFICE TIME

July 26, 2024 Continued

3:00 PM - 4:00 PM	Weekly Update Okenge, Shirley, Kelly -- Security Concern	Conference Call
4:00 PM - 4:30 PM	APPROVALS	

July 29, 2024

8:00 AM - 8:30 AM	The Daily -- Conference Call	
8:30 AM - 9:00 AM	8:30 Check In Meeting -- MS Teams	
9:00 AM - 10:00 AM	OFFICE TIME	
10:00 AM - 10:30 AM	MDM -- MS Teams	
10:30 AM - 12:00 PM	READING	
12:00 PM - 1:00 PM	Lunch	
1:00 PM - 3:00 PM	APPROVALS	
3:00 PM - 3:30 PM	Lecture Touch Base -- MS Teams	

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3:00 PM - 3:30 PM

Prebrief -- Microsoft Teams Meeting

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July 29, 2024 Continued

3:30 PM - 4:00 PM Update -- MS Teams

4:00 PM - 5:00 PM APPROVALS

July 30, 2024

8:00 AM - 8:30 AM DMs of IGA Meeting -- MS Teams

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8:30 AM - 9:00 AM Touch Base | Okenge and Michael -- MS Teams

July 30, 2024 Continued

9:00 AM - 10:00 AM	OFFICE TIME/APPROVALS
10:00 AM - 11:00 AM	MUNI All Staff -- MS Teams
11:00 AM - 12:00 PM	APPROVALS
12:00 PM - 1:00 PM	Lunch
1:00 PM - 3:00 PM	OFFICE TIME
3:00 PM - 4:00 PM	MCM -- MS Teams
4:00 PM - 5:00 PM	READING

July 31, 2024

9:00 AM - 12:00 PM	READING/OFFICE TIME
12:00 PM - 1:00 PM	Lunch
1:00 PM - 3:00 PM	APPROVALS
3:00 PM - 3:30 PM	Touch Base Okenge and Scott -- MS Teams

3:30 PM - 4:30 PM

APPROVALS