

July 1, 2024

All Day

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

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

July 2, 2024

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

10:30 AM - 11:00 AM Personal Information
Microsoft Teams Meeting

11:15 AM - 12:45 PM Private Appointment

1:00 PM - 2:00 PM Executive Mentor Session #7 --
Security Concern

2:00 PM - 2:30 PM Satish, Anjani & Jordan -- Microsoft Teams Meeting

2:30 PM - 3:00 PM Joel/Jordan Bi-weekly touch base --
Security Concern

3:00 PM - 3:30 PM Heather, Jordan & Amy | Check-In -- MS Teams

3:30 PM - 4:00 PM Jordan/Ashley - Weekly Meeting --
Security Concern

4:10 PM - 4:40 PM Heather & Jordan | Bi-Weekly -- MS Teams

4:45 PM - 5:15 PM Advice/Recommendations;
Cabinet Confidences
Teams

July 3, 2024

8:30 AM - 9:30 AM Private Appointment

July 3, 2024 Continued

9:30 AM - 10:30 AM	Advice/Recommendations	-- Microsoft Teams Meeting
10:00 AM - 11:00 AM	Advice/Recommendations; Cabinet Confidences <invite> Security Concern	
10:00 AM - 10:30 AM	Advice/Recommendations; Cabinet Confidences	-- Microsoft Teams Meeting
11:00 AM - 11:30 AM	Jordan/Francis Bi-Weekly -- Security Concern	
12:00 PM - 12:30 PM	12:00 Advice/Recommendations; Cabinet Confidences	- Microsoft Teams Meeting
1:00 PM - 1:30 PM	Advice/Recommendations; Cabinet Confidences	- MJO/MKC -- Teams - connectivity below
1:00 PM - 1:30 PM	MKC & MJO Advice/Recommendations; Cabinet Confidences	-- Teams
3:00 PM - 3:30 PM	Alexandra/Jordan - Weekly	-- Microsoft Teams Meeting

July 4, 2024

10:30 AM - 11:00 AM	Michele/Jordan bi-weekly	-- Teams
12:30 PM - 1:00 PM	touch base - deck and SN	-- Microsoft Teams Meeting
2:55 PM - 3:25 PM	Heather & Jordan Touch Base	-- Microsoft Teams Meeting
5:00 PM - 7:00 PM	Private Appointment	

July 5, 2024

All Day

8:00 AM - 9:00 AM	Private Appointment
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July 5, 2024 Continued

9:00 AM - 9:30 AM	Advice/Recommendations; Cabinet Confidences	- Microsoft Teams Meeting
11:30 AM - 11:45 AM	PDE & MJO Mtg	Advice/Recommendations; Cabinet Confidences Teams
12:30 PM - 1:00 PM	Advice/Recommendations; Cabinet Confidences	- Microsoft Teams Meeting
1:45 PM - 2:00 PM	touch base --	Microsoft Teams Meeting
2:30 PM - 3:00 PM	2:30 - 3:00	Advice/Recommendations; Cabinet Confidences Security Concern Microsoft Teams Meeting;

July 6, 2024

9:45 AM - 10:45 AM	Private Appointment
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July 8, 2024

9:00 AM - 9:30 AM	Advice/Recommendations; Cabinet Confidences	- Microsoft Teams Meeting
9:30 AM - 10:30 AM	RDEX Meeting --	Microsoft Teams Meeting
10:30 AM - 10:40 AM	MMF Briefing	Advice/Recommendations Jordan/Michele) -- Teams
12:30 PM - 12:55 PM	Meeting: Shannon S, Doug C, Matt S, Meghan S, Heather W, Shannon B, Jordan G --	MS teams
2:00 PM - 2:30 PM	Jordan/Ashley - Weekly Meeting --	Security Concern
4:30 PM - 5:00 PM	check in --	Microsoft Teams Meeting

July 9, 2024

7:45 AM - 8:45 AM	Private Appointment
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July 9, 2024 Continued

9:45 AM - 10:30 AM	Travel
10:15 AM - 11:15 AM	Private Appointment
11:15 AM - 12:00 PM	Travel
12:30 PM - 1:00 PM	Bi-Weekly Meeting - Jordan/Kinsburgh -- Teams
1:30 PM - 2:00 PM	DM Mtg Chief Sharleen Gale & CEO Niilo Edwards ^{Advice/Recommendations} Teams Meeting -- Microsoft
2:00 PM - 4:00 PM	^{Advice/Recommendations; Cabinet Confidences Security Concern} Microsoft Teams Meeting; ^{Security Concern}
4:00 PM - 4:30 PM	Heather, Jordan & Harmony Touch Base -- Microsoft Teams Meeting

July 10, 2024

8:00 AM - 9:00 AM	Private Appointment
9:00 AM - 12:00 PM	Cabinet (FIN Items on agenda) -- Teams (CabOps will send link directly when it is time to join)
9:00 AM - 9:30 AM	^{Government Financial Information} Microsoft Teams Meeting
9:30 AM - 10:00 AM	Michelle/Jordan Bi-Weekly -- ^{Security Concern}
10:00 AM - 12:00 PM	Updated - July 10 DMCDD Meeting -- MS Teams
1:00 PM - 1:30 PM	Alexandra/Jordan - Weekly -- Microsoft Teams Meeting
1:30 PM - 2:00 PM	Bi-weekly Meetings - Jordan/Satish -- Teams Meeting
2:00 PM - 4:00 PM	P&P (FIN Item on agenda) -- MS Teams (CabOps will send link directly)
4:00 PM - 4:30 PM	Joel, Genevieve & Jordan -- Microsoft Teams Meeting

July 11, 2024

All Day

July 12, 2024

8:30 AM - 8:45 AM	Check TALM entries
8:45 AM - 9:00 AM	Ad Hoc MFEX mtg -- Teams
9:00 AM - 9:30 AM	Advice/Recommendations ; Cabinet Confidences Microsoft Teams Meeting
9:30 AM - 9:45 AM	Private Appointment
10:00 AM - 10:15 AM	quick touch base -- Microsoft Teams Meeting

July 13, 2024

9:00 AM - 10:00 AM	Private Appointment
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July 15, 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	Advice/Recommendations; Cabinet Confidences - Microsoft Teams Meeting
10:00 AM - 10:30 AM	Susan/Jordan Bi-weekly -- Security Concern Microsoft Teams Meeting
10:30 AM - 10:55 AM	PECSF 2024 Campaign Prep -- Microsoft Teams Meeting
11:00 AM - 11:30 AM	Jordan/Ashley - Weekly Meeting - Security Concern
11:30 AM - 12:00 PM	Minister Mtg Advice/Recommendation ; Cabinet Confidences (Jordan, Richard) -- Teams

July 15, 2024 Continued

2:00 PM - 2:30 PM

PMO Update - Monthly -

Security Concern

Microsoft Teams Meeting

3:00 PM - 3:30 PM

Joel Jordan touch base -- Microsoft Teams Meeting

July 16, 2024

7:45 AM - 8:45 AM

Private Appointment

1:30 PM - 2:00 PM

Bi-Weekly Meetings - Jordan/Drew --

Security Concern

2:30 PM - 3:00 PM

Jordan/Francis Bi-Weekly

Security Concern

July 17, 2024

8:30 AM - 11:00 AM

Private Appointment

11:30 AM - 12:00 PM

Private Appointment

2:00 PM - 2:30 PM

Alexandra/Jordan - Weekly -- Microsoft Teams Meeting

2:30 PM - 3:00 PM

Heather, Jordan & Amy | Check-In -- MS Teams

3:00 PM - 3:30 PM

Heather & Jordan | Bi-Weekly -- MS Teams

3:30 PM - 4:00 PM

Colin/Jordan Weekly meeting --

Security Concern

teams

4:00 PM - 4:30 PM

touch base -- Microsoft Teams Meeting

July 18, 2024

7:45 AM - 8:45 AM

Private Appointment

July 18, 2024 Continued

9:00 AM - 9:30 AM	CT Step 2 touch base -- Microsoft Teams Meeting
9:00 AM - 9:30 AM	Advice/Recommendations; Cabinet Confidences - Microsoft Teams Meeting
9:30 AM - 10:00 AM	Michele/Jordan bi-weekly -- Security Concern
11:30 AM - 12:00 PM	Meeting: Shannon S, PO staff, Heather W, Shannon B and Ministry staff -- MS teams
1:00 PM - 1:30 PM	touch base -- Microsoft Teams Meeting
1:30 PM - 2:00 PM	touch base -- Microsoft Teams Meeting
3:30 PM - 3:45 PM	Jordan, Jen -- Microsoft Teams Meeting
4:30 PM - 5:00 PM	Advice/Recommendations; Cabinet Confidences PDE -- Teams

July 19, 2024

9:00 AM - 9:30 AM	Advice/Recommendations : Security Concern Cabinet Confidences Microsoft Teams Meeting;
9:30 AM - 10:30 AM	Jordan/Alexandra -- Microsoft Teams Meeting

July 20, 2024

9:30 AM - 10:30 AM	Private Appointment
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July 22, 2024

9:00 AM - 9:30 AM	Advice/Recommendations; Cabinet Confidences Microsoft Teams Meeting
9:30 AM - 10:00 AM	Jordan/Ashley - Weekly Meeting - Security Concern

July 22, 2024 Continued

11:00 AM - 11:30 AM

Advice/Recommendations; Cabinet Confidences
DM
Teams Meeting

(Jordan, Doug, Jim & Alexandra) -- Microsoft

11:45 AM - 12:00 PM

Susan/Jordan Handover -- Microsoft Teams Meeting

5:30 PM - 7:30 PM

Private Appointment

July 23, 2024

12:00 AM - 12:00 AM

July 24, 2024

All Day

Please See Above

July 25, 2024

All Day

Please See Above

Advice/Recommendations; Cabinet Confidences

9:00 AM - 9:15 AM

Exec Steering Committee -- Microsoft Teams Meeting

10:00 AM - 10:30 AM

Advice/Recommendations; Cabinet Confidences
MGH - Teams

10:00 AM - 10:30 AM

Advice/Recommendations; Cabinet Confidences
MGH Brf N Amann-Blake, A Chicoine -- Teams

July 26, 2024

All Day

Please See Above

8:30 AM - 8:45 AM

Check TALM entries

July 27, 2024

All Day

Please See Above

July 28, 2024

All Day

Please See Above

July 29, 2024

All Day

Please See Above

8:30 AM - 8:45 AM

TOL Sign off

8:30 AM - 8:45 AM

TOL Sign off

9:30 AM - 10:00 AM

MBR Pre-Brief |

Advice/Recommendations; Cabinet Confidences

- Teams

July 30, 2024

All Day

Please See Above

1:30 PM - 2:45 PM

Cabinet (FIN Item on Agenda) -- Teams

July 31, 2024

All Day

Please See Above

9:00 AM - 5:00 PM

Advice/Recommendations; Security Concern
Cabinet Confidences