

August 1, 2024

| | |
|---------------------|--|
| 8:15 AM - 8:30 AM | Call: Shannon and Heather -- Shannon to call Heather's cell |
| 8:30 AM - 9:00 AM | Meeting: Shannon, Matt Smith, Jonathan and Katherine -- Teams |
| 9:15 AM - 10:00 AM | Meeting: Next steps -- Microsoft Teams Meeting |
| 10:00 AM - 10:30 AM | Private Appointment |
| 10:30 AM - 11:00 AM | Weekly Meeting: Shannon and Jessica -- Shannon to call Jessica's cell |
| 10:30 AM - 12:00 PM | Private Appointment |
| 11:15 AM - 11:30 AM | Check in: Shannon/Matt -- Shannon to call Matt's cell |
| 11:30 AM - 11:45 AM | Meeting: Shannon, Lisa, Maya and Yvette -- Teams |
| 12:30 PM - 12:55 PM | Meeting: Shannon S, Keith G, Lori H -- MS teams |
| 1:00 PM - 1:45 PM | Meeting: Shannon and Deb Godfrey - Weekly check-in -- Shannon to call Deb |
| 2:00 PM - 2:30 PM | Meeting: Shannon, Aileen, Craig Jones and Maya -- Teams |
| 3:00 PM - 3:30 PM | Meeting: Shannon, Matt, Heather, Doug, Tom, Teri Collins, Zach Young, Tracy Campbell, John Thomson, Don Bain, JM McColl -- Teams |
| 3:30 PM - 4:15 PM | Executive Planning -- Microsoft Teams Meeting |
| 4:30 PM - 5:00 PM | HLTH/PSSG/HOUS -- Teams |

August 1, 2024 Continued

8:30 PM - 8:40 PM

Private Appointment

August 2, 2024

8:30 AM - 9:00 AM

Meeting: Shannon, Jonathan and Kat -- Teams

8:30 PM - 8:40 PM

Private Appointment

August 3, 2024

8:30 PM - 8:40 PM

Private Appointment

August 4, 2024

8:30 PM - 8:40 PM

Private Appointment

August 5, 2024

7:00 AM - 4:00 PM

BC DAY

8:30 PM - 8:40 PM

Private Appointment

August 6, 2024

7:00 AM - 7:30 AM

Private Appointment

8:30 AM - 9:00 AM

8:30am - Stakeholder Meeting w/AF -- Microsoft Teams Meeting

9:00 AM - 9:25 AM

Meeting: Shannon and Heather W -Weekly Check in -- Shannon will call Heather's cell

9:30 AM - 9:55 AM

Meeting: Shannon and Jessica W. - Monthly Check In -- Shannon to call Jessica's cell

August 6, 2024 Continued

| | |
|---------------------|---|
| 9:30 AM - 10:30 AM | Private Appointment |
| 10:30 AM - 10:55 AM | Meeting: Shannon and Mary Sue Maloughney -- Shannon will call Mary Sue's cell |
| 11:00 AM - 12:00 PM | PDE Check-in -- Teams/In Person |
| 12:30 PM - 12:55 PM | Meeting: Shannon, Dr. Ballem, Stephen Brown and Jess P. -- Teams |
| 1:00 PM - 2:00 PM | Agenda/PPS Weekly Meeting -- Teams, ^{Security Concern} |
| 2:30 PM - 3:00 PM | Shannon and Jessica -- Shannon to call Jessica's cell |
| 3:00 PM - 3:25 PM | Meeting: Shannon S, Matt S, Heather W and Danielle M -- MS teams |
| 3:30 PM - 5:00 PM | Meeting: Shannon S and Donna S -Bi weekly Check in -- Teams |
| 3:30 PM - 5:00 PM | Private Appointment |
| 4:00 PM - 4:30 PM | Meeting: Shannon, Doug & Allison -- ^{Security Concern} |
| 8:30 PM - 8:40 PM | Private Appointment |

August 7, 2024

| | |
|---------------------|--|
| 9:00 AM - 9:25 AM | Meeting: Shannon and Keith Godin Monthly Check In -- Shannon to call Keith's cell |
| 9:30 AM - 10:30 AM | Private Appointment |
| 10:30 AM - 10:50 AM | Meeting: Shannon and Hayden L -- Shannon will call Hayden's cell |
| 12:30 PM - 12:55 PM | Shannon Stephen Jessica - Discussion -- Microsoft Teams Meeting |
| 1:00 PM - 1:25 PM | Meeting: Shannon and Elenore - Bi-monthly Check-in -- Shannon to call Elenore's cell |

August 7, 2024 Continued

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|-------------------|---|
| 2:00 PM - 2:45 PM | Meeting: PO, Finance, GCPE, EMLI -- MS teams |
| 2:45 PM - 3:30 PM | Meeting: BCFGA w/ MPA & PS Russell -- Microsoft Teams Meeting |
| 3:30 PM - 4:00 PM | Bi-weekly huddle -- Microsoft Teams Meeting |
| 3:30 PM - 5:00 PM | Private Appointment |
| 4:30 PM - 5:00 PM | Debrief -- Microsoft Teams Meeting |
| 8:30 PM - 8:40 PM | Private Appointment |

August 8, 2024

| | |
|---------------------|--|
| 9:30 AM - 9:55 AM | Meeting: Shannon S and Teri Collins -Monthly Check in -- Shannon to call Teri's cell |
| 9:30 AM - 10:30 AM | Private Appointment |
| 10:30 AM - 11:00 AM | BLOCK -Review time |
| 11:00 AM - 12:00 PM | PDE Check-in -- Teams/In person |
| 1:00 PM - 1:20 PM | Meeting: Shannon and Peter Pokorny - Bi-Monthly Check In -- Shannon to call Peter's cell |
| 1:30 PM - 2:00 PM | FW: 1:30pm - Pre-brief: AF Meeting -- MS Teams |
| 2:00 PM - 2:30 PM | FW: 2:00pm - Meeting w/Amarjit Singh (ID) -- MS Teams |
| 2:30 PM - 3:00 PM | TACS update -- Microsoft Teams Meeting |
| 3:00 PM - 3:25 PM | Meeting: Shannon S and Kaye Krishna Bi Monthly Check in -- Shannon to call Kaye's cell |

August 8, 2024 Continued

| | |
|-------------------|--|
| 3:30 PM - 3:50 PM | Meeting: Shannon, Jessica and Yvette -- MS teams |
| 4:00 PM - 4:30 PM | Meeting: Shannon, Jonathan, Katherine and Ludmila -- Teams |
| 8:30 PM - 8:40 PM | Private Appointment |

August 9, 2024

| | |
|---------------------|---|
| 9:30 AM - 10:30 AM | Private Appointment |
| 11:00 AM - 11:30 AM | AF - PO Check In -- Microsoft Teams Meeting |
| 11:00 AM - 11:30 AM | AG -- Microsoft Teams Meeting |
| 8:30 PM - 8:40 PM | Private Appointment |

August 10, 2024

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|--------------------|---------------------|
| 9:30 AM - 10:30 AM | Private Appointment |
| 8:30 PM - 8:40 PM | Private Appointment |

August 11, 2024

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|-------------------|---------------------|
| 8:30 PM - 8:40 PM | Private Appointment |
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August 12, 2024

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|---------------------|--|
| 8:30 AM - 9:30 AM | Private Appointment |
| 10:30 AM - 11:00 AM | FW: Tree fruit huddle |
| 11:30 AM - 11:55 AM | Meeting: Shannon, Heather, Tom, Teri Collins, Zach Young, Tracy Campbell, John Thomson, JM McColl -- Teams |

August 12, 2024 Continued

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|-------------------|-------------------------|
| 2:30 PM - 3:30 PM | Private Appointment |
| 4:30 PM - 5:00 PM | Tree fruit check in |
| 6:00 PM - 6:45 PM | AF Briefing -- MS Teams |
| 8:30 PM - 8:40 PM | Private Appointment |

August 13, 2024

| | |
|-------------------|---|
| 7:00 AM - 7:30 AM | Private Appointment |
| 8:30 AM - 9:30 AM | Private Appointment |
| 1:00 PM - 1:30 PM | Lytton Briefing -- MS Teams |
| 2:00 PM - 2:25 PM | Meeting: Shannon S, Doug C, Maya E, Tom M, Shannon B, Fazil, Lori H, Rick M, Nate -- MS Teams |
| 2:30 PM - 3:30 PM | Private Appointment |
| 3:30 PM - 5:00 PM | Private Appointment |
| 8:30 PM - 8:40 PM | Private Appointment |

August 14, 2024

| | |
|---------------------|--|
| 8:30 AM - 9:30 AM | Private Appointment |
| 9:30 AM - 10:00 AM | MUNI Briefing -- MS Teams |
| 11:30 AM - 11:50 AM | Monthly Meeting: Shannon and Jim R -- Shannon to call Jim's cell |
| 12:30 PM - 1:00 PM | Meeting: Doug S/ Terri Collins/ Shauna B/ Stephen B/ Dr. Ballem/ Dr.Vigo -- MS teams |

August 14, 2024 Continued

| | |
|-------------------|---|
| 2:00 PM - 2:25 PM | Meeting: Shannon and Heather W -Weekly Check in -- Shannon will call Heather's cell |
| 2:30 PM - 3:30 PM | Private Appointment |
| 3:30 PM - 5:00 PM | Private Appointment |
| 4:00 PM - 4:30 PM | Meeting: Shannon, Jonathan, Katherine and Ludmila -- MS teams |
| 8:30 PM - 8:40 PM | Private Appointment |

August 15, 2024

| | |
|---------------------|---|
| 8:30 AM - 9:30 AM | Private Appointment |
| 9:30 AM - 9:50 AM | Shannon Salter / Sue Paish -- Microsoft Teams Meeting |
| 10:00 AM - 10:25 AM | Meeting: Shannon and David G. -- Teams |
| 10:30 AM - 10:45 AM | Call: Shannon and Neil re: Weekly check-in -- Shannon to call Neil's cell |
| 10:30 AM - 10:55 AM | Meeting: Shannon and Neilane -Bi monthly check in -- Shannon to call Neilane's cell |
| 11:15 AM - 12:15 PM | PDE Check-in -- Teams/In person |
| 12:40 PM - 12:55 PM | Pre-brief w/ Min. Dix, Kahlon, MLA Chouhan -- MS Teams |
| 1:15 PM - 2:00 PM | Meeting: Shannon and Deb Godfrey - Weekly check-in -- |
| 2:00 PM - 2:30 PM | FIN check-in |

August 15, 2024 Continued

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|-------------------|--|
| 2:30 PM - 3:00 PM | Meeting: Shannon and Marisa -- Teams |
| 2:30 PM - 3:30 PM | Private Appointment |
| 3:30 PM - 4:00 PM | Meeting: Dr. Corrine Hohl ^{Security Concern} |
| 4:00 PM - 4:30 PM | Meeting: Yellow Cab & Black Top Cabs ^{Security Concern} Teams |
| 4:30 PM - 6:30 PM | Private Appointment |
| 8:30 PM - 8:40 PM | Private Appointment |

August 16, 2024

| | |
|---------------------|--|
| 8:00 AM - 8:30 AM | MMHA Huddle -- Microsoft Teams Meeting |
| 8:30 AM - 9:30 AM | Private Appointment |
| 9:00 AM - 9:20 AM | Meeting: Shannon and Christina Z -- Shannon to call Christina's cell |
| 9:30 AM - 10:00 AM | Meeting: Shannon, Jonathan, Katherine and Ludmila -- MS teams |
| 10:10 AM - 10:30 AM | 10:10am Shannon and Andrew Cuddy -- MS teams |
| 10:40 AM - 11:10 AM | Meeting: Shannon S and Peter P -- MS teams |
| 2:00 PM - 3:00 PM | Private Appointment |
| 2:30 PM - 3:30 PM | Private Appointment |

August 16, 2024 Continued

8:30 PM - 8:40 PM

Private Appointment

August 17, 2024

8:30 PM - 8:40 PM

Private Appointment

August 18, 2024

8:30 PM - 8:40 PM

Private Appointment

August 19, 2024

9:30 AM - 10:30 AM

Agenda/PPS Weekly Meeting -- Teams/

Security Concern

10:30 AM - 11:00 AM

Up/Down Team Weekly Check-ins -- Teams

8:30 PM - 8:40 PM

Private Appointment

August 20, 2024

7:00 AM - 7:30 AM

Private Appointment

8:00 AM - 9:00 AM

Travel to

Security Concern

9:00 AM - 9:30 AM

MEETING: PDE, MMR Briefing re TNG & WLFN -- MS Teams

9:30 AM - 9:45 AM

Meeting: Shannon S and DM Richards -- Shannon will call Tara's cell

10:00 AM - 10:25 AM

Meeting: Shannon and Wynne Powell -- MS teams

10:30 AM - 10:55 AM

Meeting: Shannon and John Davison - Bi-Monthly Check In -- Shannon to call John's cell

11:30 AM - 11:50 AM

Meeting: Shannon and Christina Z -- MS teams

August 20, 2024 Continued

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|-------------------|---------------------------------|------------------------|
| 1:00 PM - 3:00 PM | Joint Core Political Table | Security Concern |
| 3:00 PM - 3:30 PM | Dr. Vigo check-in | Security Concern Teams |
| 3:30 PM - 5:00 PM | Private Appointment | |
| 3:30 PM - 4:30 PM | PDE Check-in -- Teams/In Person | |
| 4:30 PM - 4:45 PM | FIN briefing | Security Concern Teams |
| 8:30 PM - 8:40 PM | Private Appointment | |

August 21, 2024

| | | |
|---------------------|---|------------------|
| 8:30 AM - 8:55 AM | Meeting: Shannon S and Richard Rogers -- MS teams | |
| 8:45 AM - 9:00 AM | Prep call w/ MLP & MBB -- MS Teams | |
| 9:00 AM - 9:30 AM | Meeting: HBO with Min. Popham & Min. Bailey -- Zoom - link below | |
| 9:45 AM - 10:00 AM | Clint Huntington, Thermo King -- MS Teams | |
| 10:00 AM - 10:15 AM | S.Salter S.Brown M. Armitage S. Young- Introduction Meeting -- Microsoft Teams Meeting; | Security Concern |
| 10:00 AM - 10:15 AM | James Donaldson, BC Food and Beverage with Min. Bailey -- MS Teams | |
| 10:15 AM - 10:30 AM | Amir Tabatabaei, Parksville & District Chamber of Commerce -- MS Teams | |
| 10:30 AM - 11:00 AM | Check-in: SA Penny Ballem -- MS Teams | |

August 21, 2024 Continued

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|---------------------|--|
| 11:00 AM - 11:25 AM | Joint DM Meeting re: DCRRS -- Microsoft Teams Meeting |
| 11:30 AM - 12:15 PM | Meeting: Shannon S, Keith D and Darin T -- MS teams |
| 1:00 PM - 1:30 PM | Monthly FOR Briefing -- MS Teams only |
| 1:30 PM - 2:00 PM | HOUS briefing -- MS Teams only |
| 2:00 PM - 2:20 PM | Meeting: Shannon and DM Brown -- MS teams |
| 2:30 PM - 3:00 PM | Weekly Meeting: Shannon and Jessica -- Shanon to call Jessica's cell |
| 3:00 PM - 3:30 PM | AG Briefing -- MS Teams |
| 3:30 PM - 4:00 PM | AG Briefing -- MS Teams |
| 3:30 PM - 5:00 PM | Private Appointment |
| 4:00 PM - 4:20 PM | Meeting- Shannon S, Lori H, Morgan K -- Microsoft Teams Meeting |
| 4:15 PM - 4:45 PM | FW: Meeting: Ken Kalesnikoff & MAM -- Teams |
| 8:30 PM - 8:40 PM | Private Appointment |

August 22, 2024

| | |
|--------------------|---|
| 8:30 AM - 9:30 AM | PDE Check-in -- Teams/In person |
| 9:30 AM - 10:00 AM | AG Briefing ^{Security Concern} Teams |

August 22, 2024 Continued

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|---------------------|---|
| 10:00 AM - 10:30 AM | Meeting: Kaye Krishna, Deb Godfrey, Shannon Salter -- Microsoft Teams Meeting |
| 10:30 AM - 10:55 AM | Meeting: Shannon, Deb G and Ken McLean -- MS teams |
| 11:00 AM - 11:30 AM | Shannon Salter / Deloitte -- Microsoft Teams Meeting |
| 11:40 AM - 12:00 PM | Call: Shannon and Neil re: Weekly check-in -- Shannon to call Neil's cell |
| 12:40 PM - 1:00 PM | Meeting: Shannon and Marisa -- Teams |
| 1:00 PM - 1:45 PM | Meeting: Shannon and Deb Godfrey - Weekly check-in -- MS teams |
| 2:00 PM - 3:30 PM | Election Integrity Working Group meeting -- Microsoft Teams Meeting |
| 3:30 PM - 4:00 PM | BLOCK -review time |
| 4:00 PM - 4:25 PM | Meeting: Shannon S, Finance and EMLI -- MS teams |
| 4:30 PM - 5:00 PM | Shannon/Donna/Neil/JM/Paul -- Microsoft Teams Meeting |
| 8:30 PM - 8:40 PM | Private Appointment |

August 23, 2024

| | |
|---------------------|-------------------------------------|
| 8:15 AM - 9:15 AM | Travel |
| 9:15 AM - 9:45 AM | Meeting: PO staff -- MS teams |
| 10:00 AM - 10:30 AM | Coffee: Shannon S and Lisa Sparrows |

August 23, 2024 Continued

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|---------------------|---|
| 11:00 AM - 11:15 AM | Security Concern 11am |
| 11:30 AM - 12:00 PM | TAC Panel Run-Through -- Microsoft Teams Meeting |
| 12:00 PM - 1:00 PM | Travel |
| 1:00 PM - 1:25 PM | Meeting: Shannon and Trevor Hughes - Bi-Monthly Check In -- Shannon to call Trevor's cell |
| 1:30 PM - 1:45 PM | Meeting Shannon and Anton -- MS teams |
| 8:30 PM - 8:40 PM | Private Appointment |

August 24, 2024

| | |
|-------------------|---------------------|
| 8:30 PM - 8:40 PM | Private Appointment |
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August 25, 2024

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|-------------------|---------------------|
| 8:30 PM - 8:40 PM | Private Appointment |
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August 26, 2024

| | |
|---------------------|---|
| 9:00 AM - 9:30 AM | BLOCK -review time |
| 9:00 AM - 9:30 AM | Check In -- Microsoft Teams Meeting |
| 9:30 AM - 10:30 AM | Agenda/PPS Weekly Meeting -- Teams/ Security Concern |
| 11:00 AM - 11:15 AM | Check in: Shannon/Matt -- Shannon to call Matt's cell |

August 26, 2024 Continued

| | |
|-------------------|---|
| 1:00 PM - 1:30 PM | Meeting: Shannon S, Doug C, Jessica P and Maya E -- MS teams |
| 1:30 PM - 2:00 PM | Check in: Shannon S, Shannon B and Deb G -- MS teams |
| 2:00 PM - 2:30 PM | Weekly Meeting: Shannon and Jessica -- Shannon to call Jessica's cell |
| 2:30 PM - 3:15 PM | Weekly Check in: Shannon S, Doug C, Jessica P and Maya E -- MS teams |
| 8:30 PM - 8:40 PM | Private Appointment |

August 27, 2024

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|--------------------|---|
| 7:00 AM - 7:30 AM | Private Appointment |
| 12:30 PM - 1:30 PM | Travel |
| 1:30 PM - 3:30 PM | King Charles III Coronation Medal Ceremony -- Vancouver |
| 3:45 PM - 4:15 PM | Meeting: BCBC -- Teams |
| 3:30 PM - 5:00 PM | Private Appointment |
| 4:15 PM - 5:15 PM | PDE Check-in -- Teams |
| 8:30 PM - 8:40 PM | Private Appointment |

August 28, 2024

| | |
|-------------------|---------------------|
| 8:00 AM - 8:30 AM | Private Appointment |
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August 28, 2024 Continued

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|---------------------|---|
| 9:00 AM - 9:45 AM | Check-in with AF/PO -- Microsoft Teams Meeting |
| 10:00 AM - 10:45 AM | Virtual Mtg w/ Shannon Salter & Doug Caul -- Microsoft Teams Meeting |
| 11:00 AM - 11:45 AM | Meeting: Shannon Salter, Matt Smith, Maya Engelbrecht, Nico Slobinsky, Hannah Marazzi, Jason Murray and Kimanda Jarzebiak -- MS teams |
| 11:45 AM - 12:00 PM | Check in: Shannon/Matt -- Shannon to call Matt's cell |
| 1:00 PM - 1:30 PM | Meeting: Shannon S, Doug C, Maya E, Tom M, Shannon B, Fazil, Lori H, Rick M, Kevin J, Nate -- MS teams |
| 1:30 PM - 1:55 PM | Monthly Check in: Shannon S and Silas -- Shannon to call Silas' cell |
| 2:00 PM - 2:25 PM | Meeting: Shannon S, Jessica P, Maya E and Keith G -- MS teams |
| 2:30 PM - 2:45 PM | Meeting: Shannon Salter and Denise Evdokimoff -- MS teams |
| 2:45 PM - 3:00 PM | Meeting: Shannon and Donna Re: Bi-weekly check-in -- Shannon to call Donna's cell |
| 3:00 PM - 3:20 PM | Meeting: Shannon and Marisa -- Teams |
| 3:30 PM - 5:00 PM | Private Appointment |
| 4:00 PM - 4:45 PM | Meeting: Shannon and Deb Godfrey - Weekly check-in -- Shannon to call Deb's cell |
| 8:30 PM - 8:40 PM | Private Appointment |

August 29, 2024

| | |
|---------------------|---------------------------|
| 10:30 AM - 11:00 AM | HOUS briefing -- MS Teams |
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August 29, 2024 Continued

2:00 PM - 2:30 PM Private Appointment

8:30 PM - 8:40 PM Private Appointment

August 30, 2024

8:30 PM - 8:40 PM Private Appointment

August 31, 2024

8:30 PM - 8:40 PM Private Appointment