

February 1, 2017

Wednesday

8:00 AM - 8:30 AM	Weekly Call re: NDA Stakeholder Engagement -- Call Laurel's office 250-953-4004
8:30 AM - 9:30 AM	Weekly Call re: TNG Open House --
10:00 AM - 10:30 AM	Minister Pre-Brief: TNG Leadership Meeting
10:30 AM - 11:00 AM	CALL: Neilane, Doug S re: Touch Base
11:00 AM - 11:30 AM	CALL: Neilane, Francesca re: Check In --
11:30 AM - 12:00 PM	Approvals
1:00 PM - 2:15 PM	Office Time/Approvals
2:15 PM - 2:45 PM	MTG: Neilane, Shawna F, Jeff, Matt, Alana re: MJR Calendar --
2:45 PM - 3:00 PM	MTG: Neilane/Jeanette/Jeff re: Calendar --
3:00 PM - 4:00 PM	Office Time/Approvals

February 2, 2017

Thursday

9:30 AM - 10:30 AM	MTG: Doug, Neilane, Laurel, Rachel, Sara, Lisa re: NNTC to Host a MMIWG
10:30 AM - 11:00 AM	MTG: Neilane, Rachel re: Next Steps
11:30 AM - 12:00 PM	MTG: Neilane, John re: Welcome to MARR
1:00 PM - 1:30 PM	MTG: Neilane, Karen
2:00 PM - 2:30 PM	MTG: Doug C, Neilane 1:1 --
2:30 PM - 5:00 PM	Office Time/Approvals

February 3, 2017

Friday

9:00 AM - 9:30 AM	Weekly Mtg re: FNFE --
9:45 AM - 10:00 AM	CALL: Neilane & Dave Peterson re: Rural Dividend

February 3, 2017 Continued

Friday

10:00 AM - 10:30 AM MTG: Neilane, Laurel 1:1 --

10:30 AM - 11:30 AM Office Time/Approvals

11:30 AM - 12:00 PM MTG: Neilane, Doug S re: Weekly Check-In --

February 4, 2017

Saturday

12:30 PM - 1:00 PM Personal Information

February 6, 2017

Monday

8:00 AM - 8:30 AM Personal Information

9:00 AM - 10:00 AM MACAW

10:00 AM - 10:30 AM MTG: Neilane, Laurel, Rachel, Sara re: Funding FY18

1:30 PM - 2:30 PM MTG: Neilane, Alexandra, Torn, Dugald, Jennifer

3:30 PM - 5:00 PM DMCSE

February 7, 2017

Tuesday

9:00 AM - 10:00 AM Executive Committee --

10:00 AM - 10:30 AM MTG: Neilane/Jeanette/Jeff re: Calendar --

1:00 PM - 1:15 PM CALL: Neilane, Sarah C

2:30 PM - 3:00 PM MEETING: Elaine McKnight, Chris Trumpy, Neilane Mayhew, and Francesca Wheler

3:00 PM - 3:15 PM Minister Meeting: Call with MJR, Neilane and Cam

3:15 PM - 3:45 PM Minister Meeting: Call with FNS

February 8, 2017

Wednesday

All Day

Hotel

10:00 AM - 11:00 AM - 11:00 AM - 11:00 AM

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

12:00 PM - 1:00 PM - 1:00 PM - 1:00 PM

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

February 8, 2017 Continued

Wednesday

9:00 AM - 10:30 AM	Co-op Orientation Session
9:45 AM - 10:00 AM	MTG: Neilane, Lisa re: BCTC
1:30 PM - 3:00 PM	DMCST --
3:00 PM - 4:00 PM	Weekly Minister Meeting --
4:10 PM - 4:40 PM	CALL Neilane, Francesca re: Check In --

February 9, 2017

Thursday

All Day

hotel

February 9, 2017 Continued

Thursday

8:00 AM - 8:30 AM	Minister Pre-Brief: TNG Leadership Meeting
8:30 AM - 11:30 AM	Minister Meeting: TNG Leadership Meeting
11:30 AM - 11:45 AM	Moose Hide Campaign Check-in
11:45 AM - 12:00 PM	CALL: Doug C, Neilane 1:1 --
3:00 PM - 3:30 PM	CALL: Neilane, Laurel, Rachel re: Aboriginal Social Policy --
3:30 PM - 3:45 PM	CALL: Neilane, Barb
4:30 PM - 5:00 PM	MTG: Neilane, Doug S re: Weekly Check-In --

February 10, 2017

Friday

8:20 AM - 8:50 AM	Weekly Mtg re: FNFE --
9:00 AM - 10:00 AM	Succession Mgmt

February 10, 2017 Continued

Friday

10:00 AM - 10:30 AM Teleconference re: BCTC Chief Commissioner

10:30 AM - 12:00 PM FW: update from Doug Konkin

12:30 PM - 1:00 PM Bi-Weekly Mtg: Neilane/Doug/Lisa --

1:20 PM - 1:55 PM flight

February 13, 2017

Monday

All Day

Family Day

February 14, 2017

Tuesday

All Day

Throne Speech

8:30 AM - 9:30 AM Weekly Minister Meeting --

10:00 AM - 10:30 AM MTG: Neilane, Jennifer, Maria re: MCCF

10:30 AM - 11:30 AM Succession Management --

1:00 PM - 3:00 PM approvals

3:00 PM - 3:30 PM MTG: Neilane, Shawna F, Michelle re: DMO Forecast

3:30 PM - 4:00 PM MTG: Doug C, Neilane 1:1 --

4:00 PM - 4:30 PM CALL w/ Doug/Shane

February 15, 2017

Wednesday

8:30 AM - 9:00 AM Weekly Call re: Stakeholder Engagement --

February 15, 2017 Continued

Wednesday

9:00 AM - 9:30 AM	MTG: Neilane, Francesca re: Check In --
9:30 AM - 10:00 AM	MTG: Neilane, Laurel, Doug S re: Uplift
10:00 AM - 10:30 AM	Update with Agenda: All Staff Call --
10:30 AM - 11:00 AM	MTG: Neilane, Shawna F re: Bi-Weekly --
11:00 AM - 12:00 PM	Executive Committee --
12:30 PM - 2:00 PM	approvals
2:00 PM - 2:45 PM	MTG: Follow-Up
2:45 PM - 3:30 PM	approvals

February 16, 2017

Thursday

All Day	Moose Hide Campaign Day
9:00 AM - 9:30 AM	MTG: Neilane, Shawna F, Jeff, Matt, Alana re: MJR Calendar --
9:30 AM - 10:00 AM	MTG: Neilane, Shawna, Jeanette re: Bi-Weekly --
10:00 AM - 10:30 AM	MTG: Neilane/Jeanette/Jeff re: Calendar --
12:45 PM - 1:15 PM	Personal Information
2:00 PM - 2:30 PM	MTG: Neilane, Ranbir, Michelle re: Ministry January Forecast
4:30 PM - 5:00 PM	CALL: Neilane, Laurel 1:1 --

February 17, 2017

Friday

8:00 AM - 9:00 AM	Personal Information
9:30 AM - 10:00 AM	Weekly Mtg re: FNFE --

February 17, 2017 Continued

Friday

10:00 AM - 10:15 AM	CALL: Neilane, Catherine
10:15 AM - 11:00 AM	Meeting: Neilane, Doug S, Trish, Jennifer
11:15 AM - 11:30 AM	Meeting: Neilane, Jeff R re: Upcoming Project
11:30 AM - 11:45 AM	Meeting: Neilane, Tonja, Jennifer
1:00 PM - 3:00 PM	Labour Market Priorities Board Meeting
3:30 PM - 5:00 PM	Monthly Mentor Meeting --

February 20, 2017

Monday

All Day	Family Day (Alberta-Ontario-Saskatchewan) -- Canada
All Day	Louis Riel Day (Manitoba) -- Canada
9:30 AM - 10:00 AM	Minister Meeting: Budget Update
10:00 AM - 11:00 AM	Weekly Minister Meeting --
11:00 AM - 12:00 PM	Executive Performance and Succession Management Review - Orientation Session
1:00 PM - 5:00 PM	office time

February 21, 2017

Tuesday

10:00 AM - 11:00 AM	Mtg w/Trish, Neilane, Alexandra
1:00 PM - 5:00 PM	work time
1:30 PM - 3:30 PM	Budget Speech

February 22, 2017

Wednesday

All Day

Pink Shirt Day

8:30 AM - 9:00 AM

Weekly Call re: Stakeholder Engagement --

9:30 AM - 10:00 AM

MTG: Neilane, Francesca re: Check In --

10:30 AM - 11:00 AM

MTG: Neilane, Shawna F, Jeff, Matt, Alana re: MJR Calendar --

11:30 AM - 12:00 PM

Bi-Weekly Mtg: Neilane/Doug/Lisa --

12:30 PM - 1:00 PM

MTG: Neilane, Laurel 1:1 --

1:00 PM - 2:30 PM

office time

2:30 PM - 3:00 PM

Meeting: Neilane, Jennifer, Karen re: New Committee Structures – Pre-Exec Briefing

3:00 PM - 3:30 PM

office time

3:30 PM - 4:00 PM

MTG: Neilane/Jeanette/Jeff re: Calendar --

4:00 PM - 5:30 PM

office time

February 23, 2017

Thursday

8:30 AM - 11:30 AM

HOLD: Respectful Workplace Training (3 of 4)

9:30 AM - 10:00 AM

Meeting: Neilane, Jennifer, Maria

10:00 AM - 11:00 AM

CALL: Neilane, Anita, Wayne, Pennie, Elisabeth, Barb

11:30 AM - 12:00 PM

MTG: Doug C, Neilane 1:1 --

Personal Information

12:30 PM - 1:00 PM

2:30 PM - 4:00 PM

Neilane M / Ingrid - Coaching

February 23, 2017 Continued

Thursday

4:30 PM - 5:00 PM

Minister Meeting: MJR/MSC re: Cabinet Confidences

February 24, 2017

Friday

8:30 AM - 9:00 AM

Phone Call: Neilane, Doug S re: Weekly Check-In --

9:00 AM - 9:30 AM

Weekly Mtg re: FNFE --

The series will go to end of March. I'll adjust individual meetings, as needed.

9:30 AM - 11:15 AM

Executive Committee --

2:15 PM - 3:15 PM

Personal Information

February 25, 2017

Saturday

4:00 PM - 5:00 PM

Personal Information

February 27, 2017

Monday

8:30 AM - 9:15 AM

Weekly Minister Meeting --

9:30 AM - 11:00 AM

Information Management Training

11:00 AM - 11:30 AM

mtg w/ Jennifer/Maria

1:00 PM - 1:30 PM

MTG: Neilane, Shawna, Jeanette re: Bi-Weekly --

3:00 PM - 4:00 PM

Pre-brief: Social Determinants of Health Meeting March 2nd

4:45 PM - 5:45 PM

Personal Information

February 28, 2017

Tuesday

8:30 AM - 11:00 AM

Office Time-At ^{Security}
Concern

10:00 AM - 11:00 AM

TSA renewal meeting

11:30 AM - 12:00 PM

Minister Meeting: Mining Association of BC -- ^{Security Concern}

February 28, 2017 Continued

Tuesday

12:00 PM - 1:00 PM	Lunch
12:00 PM - 1:00 PM	Work Remotely
1:45 PM - 2:00 PM	Meeting -- Security Concern
2:00 PM - 2:30 PM	Feb 28 meeting with Mining Association of BC and MARR -- Security Concern
2:30 PM - 3:30 PM	Meeting re: MARR Budget -- Security Concern and call in if needed (call information inside)
3:30 PM - 4:00 PM	Travel

