

## **February 1, 2017**

Wednesday

8:30 AM - 9:30 AM	MEETING: Succession - Remaining Deliverables
9:30 AM - 11:30 AM	BRIEFING
11:30 AM - 12:15 PM	Weekly 1:1 Lori/Joanne --
12:00 PM - 1:00 PM	LUNCH
12:30 PM - 1:00 PM	Principles w/ Lori Halls, Rueben Bronee
1:00 PM - 3:00 PM	Executive Review Team --
3:00 PM - 3:30 PM	Weekly 1:1 / Lori and Alison P --
3:30 PM - 4:00 PM	Lori and Tracy RE: Executive Recruitment Update --
4:15 PM - 5:15 PM	Lori H / Ingrid - Coaching

## **February 2, 2017**

Thursday

8:15 AM - 9:00 AM	ADM Succession Reviews
9:00 AM - 10:00 AM	Roundtable --
10:00 AM - 10:45 AM	Bi-Weekly 1:1 / Lori and Nick --
11:00 AM - 11:30 AM	Regional Mobility
11:30 AM - 12:00 PM	Executive Reviews
12:00 PM - 1:00 PM	Executive Committee follow-up RE: ISAC / Learning
12:00 PM - 1:00 PM	LUNCH
1:00 PM - 1:30 PM	Debrief: Centre for Data-driven Innovation Project Board
1:30 PM - 2:00 PM	Skip Level Meeting
2:00 PM - 2:30 PM	Lori/Rueben/Elizabeth

## **February 2, 2017 Continued**

Thursday

2:30 PM - 3:00 PM	Debrief: MOC Exercise w/ Lori Halls, Bruce Richmond, Carrie McCaffery
3:00 PM - 3:30 PM	Prebrief: Interviews
3:30 PM - 4:00 PM	Debrief: Interviews
4:00 PM - 5:00 PM	Executive Committee follow- up RE: WIW Projectization

## **February 3, 2017**

Friday

7:00 AM - 7:30 AM	Travel
7:30 AM - 9:00 AM	DMCPSI Breakfast
9:00 AM - 9:30 AM	BIWEEKLY MEETING: Kim Henderson & Lori Halls --
9:30 AM - 10:00 AM	Do not book
10:00 AM - 10:30 AM	Travel
10:30 AM - 11:00 AM	FOI Review w/ Lori Halls, John Davison, Bruce Richmond
11:00 AM - 11:30 AM	Benefit Transition status update
12:00 PM - 1:00 PM	LUNCH
1:00 PM - 1:45 PM	Weekly 1:1 / Lori and Bruce --
2:00 PM - 3:00 PM	Legislative Review Follow-up
3:00 PM - 3:30 PM	Skip Level Meeting
3:45 PM - 4:15 PM	Skip Level Meeting

## **February 4, 2017**

Saturday

7:00 AM - 8:30 AM	Private Appointment
12:00 PM - 1:00 PM	LUNCH

## **February 6, 2017**

Monday

8:00 AM - 8:30 AM	Executive Reviews w/ Lori Halls, Chrissy Oliver
8:30 AM - 9:00 AM	Travel
9:00 AM - 10:30 AM	New Employee Orientation - Coffee with Executive
10:30 AM - 10:45 AM	Travel
10:45 AM - 11:15 AM	Prebrief to Meeting w/ Kim
11:15 AM - 12:45 PM	Executive Review – SharePoint Orientation
12:00 PM - 1:00 PM	LUNCH
12:30 PM - 1:00 PM	Travel
1:00 PM - 2:00 PM	MEETING: Kim Henderson, Lori Halls, Cheryl Wenezenki-Yolland, David Curtis, John Davidson
2:00 PM - 3:00 PM	MEETING: Kim and Lori Halls
3:00 PM - 3:30 PM	Travel
3:15 PM - 3:30 PM	Cheryl and Lori H
3:30 PM - 4:00 PM	Succession Management WIG --
4:00 PM - 4:30 PM	IMIT Steering Committee Prep
4:30 PM - 5:00 PM	Meeting w/ Charmaine Lowe
5:00 PM - 5:45 PM	Weekly 1:1 / Lori and John --

## **February 7, 2017**

Tuesday

8:00 AM - 4:30 PM	Full Day Executive / ISAC Meeting
12:15 PM - 12:30 PM	Call w/ Lori Halls, Paul Flanagan

## **February 8, 2017**

Wednesday

9:00 AM - 10:30 AM	New Employee Orientation Virtual Session
11:00 AM - 11:30 AM	Skip Level Meeting
11:30 AM - 12:00 PM	2016/17 Key Deliverables for Holdback Measure #3
12:00 PM - 1:00 PM	LUNCH
12:00 PM - 12:30 PM	Scheduling: Lori, Sandra and Lindsey --
1:00 PM - 3:00 PM	Executive Review Team --
3:00 PM - 3:30 PM	Skip Level Meeting
3:30 PM - 4:00 PM	Skip Level Meeting
4:00 PM - 4:45 PM	Monthly: Internal Communications Meeting --
4:45 PM - 5:00 PM	Feedback Discussion

## **February 9, 2017**

Thursday

10:00 AM - 11:00 AM	Roundtable --
11:30 AM - 12:15 PM	Weekly 1:1 Lori/Joanne --
12:00 PM - 1:00 PM	LUNCH
1:00 PM - 1:45 PM	Weekly 1:1 / Lori and Bruce --
2:00 PM - 2:30 PM	Weekly 1:1 / Lori and Sandra --
2:30 PM - 3:00 PM	Skip Level Meeting
3:00 PM - 4:00 PM	Bargaining Academy Steering Committee Meeting --
4:00 PM - 4:30 PM	Regional Mobility
4:45 PM - 5:15 PM	Debrief

## February 10, 2017

Friday

8:00 AM - 9:00 AM	Phone call w/ Lori Halls, John Davison
9:15 AM - 10:15 AM	Meeting w/ Lori Halls, Denise Champion
12:00 PM - 1:00 PM	LUNCH
3:30 PM - 4:00 PM	Debrief w/ Lori Halls, Paul Craven

## February 11, 2017

Saturday

9:00 AM - 5:00 PM	Private Appointment
12:00 PM - 1:00 PM	LUNCH

## February 13, 2017

Monday

8:00 AM - 9:00 AM	Travel to Helijet Terminal
8:30 AM - 4:30 PM	Stat Holiday - Family Day
9:00 AM - 9:45 AM	Victoria Helijet Terminal   Departs @ 9:00AM
12:00 PM - 1:00 PM	LUNCH
3:00 PM - 3:30 PM	ACCOMODATION   Security Concern

## February 14, 2017

Tuesday

8:00 AM - 4:00 PM	Vancouver region to region -- Vancouver Sheraton Wall Centre
10:00 AM - 11:00 AM	QP
12:00 PM - 1:00 PM	LUNCH
1:00 PM - 1:45 PM	CHERYL, STEPHEN, BOBBI, LORI H, DAVID, JOHN T, JOHN D, ANNE - PROJECT TEAM MEETING
4:00 PM - 5:00 PM	MEETING: Kim Henderson, Richard Fyfe, Neil Sweeney, JP Fraser, Athana Menzelopoulos, Lori Halls, Mark Sieben and Stephen Brown

## February 14, 2017 Continued

Tuesday

5:00 PM - 6:00 PM	MEETING: Kim Henderson, Richard Fyfe, James Harvey, Lori Halls, Grant Main and Stephen Brown
5:45 PM - 7:00 PM	Travel to Helijet Terminal
6:40 PM - 7:15 PM	Vancouver Helijet Terminal   Departs @ 18:40

## February 15, 2017

Wednesday

8:00 AM - 8:01 AM	"SAT Reminder" Please be sure your SAT phone is with you and is fully charged at all times - thank you! -- Pls. put SAT phone on charger if not fully charged
8:30 AM - 9:00 AM	Meeting w/ Chrissy Oliver
9:00 AM - 10:00 AM	All Agency Live Meeting
10:00 AM - 10:30 AM	Meeting w/ Chrissy Oliver
10:30 AM - 11:00 AM	Succession Management WIG --
11:00 AM - 12:00 PM	Orientation Sessions - 2017 Executive Performance and Succession Management Reviews
12:00 PM - 1:00 PM	LUNCH
12:30 PM - 1:00 PM	Benefits Transition
1:00 PM - 2:00 PM	walk thru materials Exec Performance and succession reviews
1:30 PM - 2:30 PM	QP
2:30 PM - 3:30 PM	Do Not Book
3:30 PM - 4:30 PM	Executive Performance and Succession Management Review - Orientation Session
4:30 PM - 5:00 PM	Lori and Tracy RE: Executive Recruitment Update --
5:00 PM - 5:30 PM	Lori and Tina re: Monthly Mentoring Session --
5:30 PM - 6:00 PM	Travel
6:00 PM - 8:00 PM	Private Appointment

## **February 16, 2017**

Thursday

<b>All Day</b>	<b>Moose Hide Campaign</b>
<b>7:15 AM - 7:45 AM</b>	<b>Meeting with Ourania Chrisgian</b>
<b>7:45 AM - 8:15 AM</b>	<b>PHONE CALL: Update - Dave, Lori Halls &amp; Ourania Chrisigan</b>
<b>8:15 AM - 9:00 AM</b>	<b>Weekly 1:1 / Lori and John --</b>
<b>9:00 AM - 10:00 AM</b>	<b>Roundtable --</b>
<b>10:00 AM - 10:30 AM</b>	<b>Meeting w/ Chrissy Oliver</b>
<b>11:00 AM - 12:00 PM</b>	<b>FAQ Session</b>
<b>12:00 PM - 1:00 PM</b>	<b>LUNCH</b>
<b>12:30 PM - 1:00 PM</b>	<b>Briefing: Budget Day Prep</b>
<b>1:00 PM - 1:30 PM</b>	<b>Meeting w/ Chrissy Oliver, Tracy Mandur, Anita Owens</b>
<b>1:30 PM - 2:30 PM</b>	<b>QP</b>
<b>1:45 PM - 2:00 PM</b>	<b>Reference check -- Lori to call Anthony</b>
<b>2:00 PM - 3:00 PM</b>	<b>Joint HR Council Meeting</b>
<b>5:00 PM - 5:30 PM</b>	<b>Meeting w/ John Davision</b>

## **February 17, 2017**

Friday

<b>7:15 AM - 7:45 AM</b>	<b>Travel</b>
<b>7:45 AM - 8:00 AM</b>	<b>ARC Committee - remuneration item</b>
<b>8:00 AM - 10:30 AM</b>	<b>DMC -- Security Concern</b>
<b>10:30 AM - 11:00 AM</b>	<b>BIWEEKLY MEETING: Kim Henderson &amp; Lori Halls --</b>
<b>11:00 AM - 11:30 AM</b>	<b>Cheryl, David, Lori, John</b>

## **February 17, 2017 Continued**

Friday

11:00 AM - 11:30 AM	Office space organized
11:30 AM - 12:00 PM	Travel
12:00 PM - 1:00 PM	LUNCH
12:30 PM - 2:00 PM	Executive Performance and Succession Management Review - Orientation Session
1:30 PM - 2:00 PM	Check-in for Launch
3:30 PM - 4:30 PM	IM/IT Key Work Stream Steering Committee

## **February 18, 2017**

Saturday

12:00 PM - 1:00 PM	LUNCH
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## **February 20, 2017**

Monday

8:00 AM - 9:00 AM	Meeting w/ John Davison
9:00 AM - 9:30 AM	Travel
9:30 AM - 10:00 AM	Pre-Brief to DMCPST February 24th
10:00 AM - 10:30 AM	Travel
10:30 AM - 11:00 AM	HOLD
11:00 AM - 12:00 PM	Executive Performance and Succession Management Review - Orientation Session
12:00 PM - 1:00 PM	LUNCH
12:00 PM - 12:30 PM	MCCF Items
12:30 PM - 1:30 PM	Executive Committee Meeting --
1:30 PM - 2:30 PM	QP
1:30 PM - 2:00 PM	Scheduling Meeting w/ Lori Halls, Sandra Roe, Lindsey Welgush



## **February 20, 2017 Continued**

Monday

3:00 PM - 3:30 PM	Succession Management WIG --
3:30 PM - 4:30 PM	Orientation Sessions - 2017 Executive Performance and Succession Management Reviews
4:30 PM - 5:30 PM	Meeting w/ John Davison

## **February 21, 2017**

Tuesday

8:00 AM - 4:00 PM	Budget Day
10:00 AM - 11:00 AM	QP
10:30 AM - 12:30 PM	Meeting Preparation w/ Lori Halls, John Davison
12:00 PM - 1:00 PM	LUNCH
1:30 PM - 1:45 PM	Travel
2:00 PM - 5:00 PM	Ombudsperson meeting
5:00 PM - 5:15 PM	Travel
5:30 PM - 6:30 PM	Meeting w/ John Davison

## **February 22, 2017**

Wednesday

8:30 AM - 9:30 AM	Do Not Book
9:30 AM - 10:00 AM	Minster Briefing
10:30 AM - 11:00 AM	Ethics follow-up
11:00 AM - 11:30 AM	Joanne/Lori - Important Touchbase
12:00 PM - 1:00 PM	LUNCH
12:00 PM - 1:00 PM	Public Service Commissioners' Teleconference on Classification, Compensation and Labour Relations Working Group
12:30 PM - 1:00 PM	Meeting w/ Lori Halls, John Davison

## **February 22, 2017 Continued**

Wednesday

1:15 PM - 5:00 PM	ADM Interviews
1:30 PM - 2:30 PM	QP
5:00 PM - 7:15 PM	Travel   Victoria International Airport
5:30 PM - 5:45 PM	Cheryl, David, Lori, John, Ken
7:20 PM - 7:50 PM	WESTJET   Departs 7:20PM to Vancouver
9:45 PM - 11:03 PM	WESTJET   Departs 9:45PM to Prince George

## **February 23, 2017**

Thursday

8:30 AM - 4:00 PM	Region to Region - Prince George
10:00 AM - 11:00 AM	QP
12:00 PM - 1:00 PM	LUNCH
1:00 PM - 2:00 PM	Executive Review Profile Conversation
4:00 PM - 5:15 PM	Travel
5:15 PM - 6:30 PM	Air Canada   Departs 17:15 to Vancouver
7:25 PM - 7:52 PM	Air Canada   Departs 19:25 to Victoria

## **February 24, 2017**

Friday

8:00 AM - 8:30 AM	Do Not Book
8:30 AM - 10:30 AM	Deputy Ministers Committee on Public Service Innovation
11:30 AM - 12:00 PM	Personel Issue
12:00 PM - 1:00 PM	LUNCH
12:30 PM - 1:00 PM	Update: BCEE

## February 24, 2017 Continued

Friday

1:00 PM - 1:30 PM	Monthly Budget Forecast / Lori and Libby --
1:30 PM - 2:00 PM	1:1 Lori Halls / Nick Grant
2:00 PM - 2:30 PM	1:1 Lori Halls / Chrissy Oliver
2:30 PM - 3:00 PM	Lori and Tracy RE: Exec Recruitment Updates --
3:00 PM - 3:30 PM	2016/17 Key Deliverables for Holdback Measure #3
3:30 PM - 4:30 PM	Biweekly Executive Resource Meeting --
4:30 PM - 5:00 PM	1:1 Lori Halls / Sandra Roe

## February 25, 2017

Saturday

12:00 PM - 1:00 PM	LUNCH
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## February 27, 2017

Monday

8:00 AM - 8:30 AM	Weekly 1:1 / Lori and John --
8:30 AM - 9:00 AM	Briefing   Executive Performance and Succession Management Reviews
9:00 AM - 9:30 AM	Weekly 1:1 / Lori and Bruce --
9:30 AM - 9:45 AM	Scheduling: Lori, Sandra and Lindsey --
10:00 AM - 10:45 AM	MOC Debrief
10:45 AM - 11:00 AM	Meeting w/ Lori Halls, Gillian Henuset
11:00 AM - 12:00 PM	Executive Review Profile Conversation
12:00 PM - 1:00 PM	LUNCH
12:00 PM - 12:30 PM	MCCF from BCEE
12:30 PM - 2:30 PM	Executive Committee Meeting --

## **February 27, 2017 Continued**

Monday

1:30 PM - 2:30 PM	QP
2:30 PM - 3:00 PM	Travel / Prep Time
3:00 PM - 3:15 PM	BIWEEKLY MEETING: Kim Henderson & Lori Halls --
3:30 PM - 3:45 PM	Travel

## **February 28, 2017**

Tuesday

8:00 AM - 9:00 AM	Do Not Book
9:00 AM - 10:00 AM	Executive Review Profile Conversation
10:00 AM - 11:00 AM	QP
10:00 AM - 10:30 AM	Touchbase
10:30 AM - 11:00 AM	Meeting w/ Lori Halls, John Davision
11:00 AM - 12:00 PM	Executive Review Profile Discussion
12:00 PM - 1:00 PM	LUNCH
12:15 PM - 1:00 PM	Confirmed Project Team Meeting
1:30 PM - 2:30 PM	Executive Review Profile Discussion
3:30 PM - 4:30 PM	Meeting: Lori, John, Cheryl and David
5:00 PM - 5:30 PM	Private Appointment