
December 1, 2017

Friday

8:00 AM - 8:30 AM	8:00 LFS CALL
8:30 AM - 10:00 AM	8:30 DMC
11:15 AM - 12:15 PM	11:15 PRE-BRIEF ACDME Meeting (S. Haener, C. Beaulieu, T. Loughran, K. McConnan)
12:15 PM - 12:45 PM	12:15 DM MTG G Caws, President, PTC
2:00 PM - 2:30 PM	2:00 Call: C Zacharuk re: PSEC Council Meeting
3:30 PM - 4:30 PM	3:30 Functional Review Jeff, Dale, Shelly and team

December 4, 2017

Monday

9:00 AM - 10:00 AM	EMAIL APPROVALS
10:20 AM - 10:55 AM	10:20 HELIJET FLT 714
12:30 PM - 1:00 PM	12:30 MTG Minister Melanie Mark, Roberta Ellis
1:15 PM - 1:45 PM	1:15 M3 PRE-BRIEF PSEC
2:00 PM - 2:30 PM	2:00 M3 BRIEFING Shannon; Bindi, Jamie to dial in
2:45 PM - 3:15 PM	2:45 DM PRE-BRIEF Tony, Kelly M
4:40 PM - 5:15 PM	4:40 HELIJET FLT 725
7:00 PM - 9:00 PM	7:00 SSP

December 5, 2017

Tuesday

9:30 AM - 10:15 AM	9:30 DM PRE-BRIEF M3 Briefing (LMID)
10:30 AM - 12:00 PM	EMAIL APPROVALS

December 5, 2017 ContinuedTuesday

1:00 PM - 1:45 PM	1:00 DM PRE-BRIEF M3 Briefing (IPB)
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3:00 PM - 5:00 PM	3:00 DMCPSI
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5:30 PM - 6:30 PM	5:30 Ministry Executive
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December 6, 2017Wednesday

9:00 AM - 10:40 AM	Private Appointment
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12:00 PM - 1:15 PM	Minister Mark's Visit to St. Ann's
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1:30 PM - 2:30 PM	1:30 1:1 (Bindi)
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2:30 PM - 4:30 PM	APPROVALS PREP TIME
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3:00 PM - 3:15 PM	IT Support
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4:30 PM - 5:00 PM	4:30 DM MTG Robin
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December 7, 2017Thursday

9:00 AM - 10:00 AM	EMAIL PREP TIME
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10:00 AM - 11:30 AM	10:00 M3 BRIEFING
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12:00 PM - 1:00 PM	12:00 IPAC Victoria Luncheon: Tackling the Crises of Mental Health and Overdose (Registered)
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1:00 PM - 2:00 PM	1:00 1:1 (Tony) --
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2:30 PM - 4:00 PM	2:30 LMID Open House
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December 8, 2017

Friday

9:30 AM - 10:30 AM	9:30 All Presidents' Meeting
10:30 AM - 11:15 AM	10:30 1:1 (Jeff, Debbie) --
11:30 AM - 11:45 AM	11:30 ALL Staff (Jeff, Dale)
11:45 AM - 12:15 PM	11:45 Touch Base Functional Review
1:00 PM - 1:45 PM	1:00 Service Plan Review Exec, Kelly M, Randall --
2:00 PM - 2:45 PM	2:00 1:1 (Kevin, Debbie) --

December 11, 2017

Monday

9:00 AM - 5:00 PM	PREP TIME ALL STAFF
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December 12, 2017

Tuesday

9:00 AM - 2:30 PM	9:00 All Staff Session
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December 13, 2017

Wednesday

9:00 AM - 10:40 AM	Private Appointment
11:30 AM - 1:00 PM	APPROVALS
1:00 PM - 1:30 PM	1:00 CALL Board Chair Jack Davidson (BCIT)
1:30 PM - 3:30 PM	1:30 M3 BRIEFING
2:00 PM - 2:30 PM	2:00 CALL Gwyn Morgan
2:30 PM - 3:00 PM	2:30 CALL Gary Herman

December 15, 2017

Friday

8:30 AM - 10:00 AM	8:30 DMC
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December 15, 2017 Continued

Friday

10:00 AM - 1:30 PM

Approvals

1:30 PM - 3:30 PM

Private Appointment

December 16, 2017

Saturday

3:00 PM - 4:00 PM

Private Appointment

December 18, 2017

Monday

8:00 AM - 5:00 PM

Personal Information

December 25, 2017

Monday

8:00 AM - 5:00 PM

Personal Information

December 26, 2017

Tuesday

All Day

STAT - BOXING DAY