

Little, Danielle JAG:EX

From: Fair, Susan P FIN:EX
Sent: Wednesday, January 30, 2013 3:04 PM
To: Giesbrecht, Al FIN:EX; Wichary, Andy LBR:EX; Meanley, Bob W SDSI:EX; Murray, Brian G TRAN:EX; Edmundson, Bruce JAG:EX; Kong, Carson G FIN:EX; Beresford, Christopher JAG:EX; Johnson, Chris M LBR:EX; Houghton, Christine ENV:EX; Alexander, Corinne JAG:EX; Peck, Dan N FIN:EX; Foxall, Dave FIN:EX; Maedel, Dave CSCD:EX; 'Dean Gronsdahl'; Dennis, Perry TRAN:EX; Scott, Douglas S JAG:EX; Kaye, Erik ENV:EX; Marshall, Fraser JAG:EX; Wong, Gordon FIN:EX; Laughland, Gwenda J ENV:EX; McGuire, Jennifer ENV:EX; Russell, Jim EAO:EX; Gilday, Kelly JAG:EX; Larkin, Kelly ENV:EX; Bertram, Kevin D FLNR:EX; Saastad, Kim M SDSI:EX; Brock, Kurt FIN:EX; Meilleur, Len FIN:EX; Anderson, Lisa R JAG:EX; Marchenski, Marcia JAG:EX; Patton, Margaret MTIC:EX; Thelisma, Marie A HLTH:EX; Rensing, Michael J MEM:EX; Thambirajah, Natasha HLTH:EX; Coulson, Peter JAG:EX; Merchant, Ron J FIN:EX; MacLeod, Sam JAG:EX; Plater, Sharon MTIC:EX; Fynes, Shaun F FIN:EX; Walsh, Stuart G ENV:EX; Coyle, Sue T MCF:EX; Bell, Suzanne N FIN:EX; Van Sleuwen, Terri FIN:EX; Taylor, Wendy E CITZ:EX
Subject: FW: Compliance and Enforcement Committee Update

Please see the attached email sent to C & E ADM's yesterday, January 29th. Doug's meeting with the ADM's has now been scheduled for February 13th. He will follow-up with the team on the outcome of that meeting. Notes from this week's meeting will be coming shortly.

Susan

-----Original Message-----

From: Fair, Susan P MEM:EX On Behalf Of Scott, Douglas S MEM:EX
Sent: Monday, January 28, 2013 3:30 PM
To: Walman, Barbara J. HLTH:EX; Hughes, Bette-Jo CITZ:EX; Merchant, Brent JAG:EX; Pecknold, Clayton JAG:EX; Duncan, Dave TRAN:EX; Minty, Dawn M AEIT:EX; Symes, Elan C FIN:EX; Townsend, Gary FLNR:EX; Parnell, Grant AGRI:EX; Chalke, Jay JAG:EX; Standen, Jim ENV:EX; Ayers, Karen J MEM:EX; Jardine, Kevin JAG:EX; MacLaren, Les EMNG:EX; Halls, Lori D ENV:EX; Sidhu, Manjit HLTH:EX; Zacharias, Mark ENV:EX; Mjolsness, Randi L MCF:EX; Moysey, Sharon J MSD:EX; Fynes, Shaun F FIN:EX; Newton, Stuart A FIN:EX; Hughes, Trevor LBR:EX
Cc: Scott, Douglas S MEM:EX
Subject: Compliance and Enforcement Committee Update

The attached message is sent on behalf of Douglas S. Scott, Assistant Deputy Minister, Gaming Policy and Enforcement Branch.

This message is for all ADMs with units that have compliance and enforcement (C&E) responsibilities.

Today the C&E Committee set out the strategic/action plan for the coming year. The committee decided to continue with the priorities of 12/13 advancing each initiative to the next level in the coming year:

1. The government wide C&E Asset and Skills Inventory will be completed this quarter. At the next meeting the committee will set out the most effective way to host, update and utilize the inventory in 13/14 to maximize sharing between ministries.

2. To advance our information sharing efforts we will work towards establishing a government wide information sharing MOU that is compliant with all relevant legislation including appropriate privacy requirements.

3. Continue to work on a business case to form a small C&E Secretariat.

I will be following this message shortly with an invitation for an ADM meeting to provide more detail regarding the C&E Committee's activity and discuss ADMS views on the committee's work and future opportunities within the C&E community.

Regards,

Doug

Douglas S. Scott
Assistant Deputy Minister
Gaming Policy and Enforcement Branch
Government of British Columbia

Little, Danielle JAG:EX

From: Fair, Susan P FIN:EX on behalf of Scott, Douglas S JAG:EX
Sent: Thursday, July 25, 2013 3:21 PM
To: Giesbrecht, Al FIN:EX; Wichary, Andy LBR:EX; Meanley, Bob W SDSI:EX; Murray, Brian G TRAN:EX; Edmundson, Bruce JAG:EX; Kong, Carson G FIN:EX; Beresford, Christopher JAG:EX; Johnson, Chris M LBR:EX; 'Christine Houghton'; Alexander, Corinne JAG:EX; Corrado, Paul JAG:EX; Peck, Dan N FIN:EX; Foxall, Dave FIN:EX; Dennis, Perry TRAN:EX; Scott, Douglas S JAG:EX; Marshall, Fraser JAG:EX; Lenz, Gary LASS:EX; Wong, Gordon FIN:EX; Laughland, Gwenda J ENV:EX; McGuire, Jennifer ENV:EX; Russell, Jim EAO:EX; Gilday, Kelly JAG:EX; Larkin, Kelly ENV:EX; Mclean, Kenneth MTIC:EX; Bertram, Kevin D FLNR:EX; Saastad, Kim M SDSI:EX; Brock, Kurt FIN:EX; Meilleur, Len FIN:EX; Anderson, Lisa R JAG:EX; Marchenski, Marcia JAG:EX; Patton, Margaret MTIC:EX; Thelisma, Marie A HLTH:EX; Rensing, Michael J MEM:EX; Thambirajah, Natasha HLTH:EX; Coulson, Peter JAG:EX; Ennis, Randall LASS:EX; Merchant, Ron J FIN:EX; MacLeod, Sam JAG:EX; Callow, Sharlane AVED:EX; Plater, Sharon MTIC:EX; Fynes, Shaun F FIN:EX; Walsh, Stuart G ENV:EX; Coyle, Sue T MCF:EX; Bell, Suzanne N FIN:EX; Van Sleuwen, Terri FIN:EX; Gretka, Voytek MEM:EX; Zimmerman, Wayne ENV:EX; Taylor, Wendy E CITZ:EX
Subject: C & E Committee

The attached message is sent on behalf of Douglas S. Scott, Assistant Deputy Minister, Gaming Policy and Enforcement Branch.

As I mentioned at our May 6th meeting, we have hired a contractor to interview all ADMs with compliance and enforcement responsibilities. I am writing to provide you with a brief update about this work.

The contractor, Kristine Allison of KLA Consulting, plans to conduct the interviews in late August and early September. Based on these conversations, Kristine will prepare a summary report of themes and recommendations that will be reviewed with the ADMs in the late fall. I have sent an email to the ADMs to advise them of the process and associated timelines.

The purpose of these interviews is to gain a collective understanding of C&E priorities and potential opportunities for collaboration from the ADMs' perspective. This feedback will be invaluable in further informing and guiding the work being done by the Cross Government Compliance and Enforcement Committee.

If you have any questions about this work, please contact me or the contract managers, Gwenda Laughland and Suzanne Bell.

Douglas S. Scott
Assistant Deputy Minister
Gaming Policy and Enforcement Branch

Little, Danielle JAG:EX

From: Fair, Susan P FIN:EX on behalf of Scott, Douglas S JAG:EX
Sent: Wednesday, September 4, 2013 9:04 AM
To: Taylor, Wendy E CITZ:EX
Subject: C & E Inventory and Assets Survey

I am writing to you today to advise you that the Survey put together by the Inventory/Assets Working Group of the C & E Committee is being reopened effective Wednesday, September 4th until end of day Friday, September 13th. This is the same survey that was sent to the group for completion on April 16, 2013. Your organization was identified as not having completed it at that time.

We would like the report, from this survey, to contain as much information as possible around the common activities and resources among C & E groups, as well as identify synergies and common needs. With that in mind, we have reopened the survey for a short period of time, and I am asking you or a delegate to complete the survey before September 13th.

The survey can be found by following the following link: <http://survey.ag.gov.bc.ca/Survey1/>.

Thank you for helping us work together more effectively.

Doug

Douglas S. Scott
Assistant Deputy Minister
Gaming Policy and Enforcement Branch

Little, Danielle JAG:EX

From: Fair, Susan P FIN:EX on behalf of Scott, Douglas S JAG:EX
Sent: Tuesday, April 16, 2013 9:02 AM
To: Giesbrecht, Al FIN:EX; Wichary, Andy LBR:EX; Meanley, Bob W SDSI:EX; Murray, Brian G TRAN:EX; Edmundson, Bruce JAG:EX; Kong, Carson G FIN:EX; Beresford, Christopher JAG:EX; Johnson, Chris M LBR:EX; Houghton, Christine ENV:EX; Alexander, Corinne JAG:EX; Peck, Dan N FIN:EX; Foxall, Dave FIN:EX; Maedel, Dave CSCD:EX; Dennis, Perry TRAN:EX; Scott, Douglas S JAG:EX; Kaye, Erik ENV:EX; Marshall, Fraser JAG:EX; Wong, Gordon FIN:EX; Laughland, Gwenda J ENV:EX; McGuire, Jennifer ENV:EX; Russell, Jim EAO:EX; Gilday, Kelly JAG:EX; Larkin, Kelly ENV:EX; Mclean, Kenneth MTIC:EX; Bertram, Kevin D FLNR:EX; Saastad, Kim M SDSI:EX; Brock, Kurt FIN:EX; Meilleur, Len FIN:EX; Anderson, Lisa R JAG:EX; Marchenski, Marcia JAG:EX; Patton, Margaret MTIC:EX; Thelisma, Marie A HLTH:EX; Rensing, Michael J MEM:EX; Thambirajah, Natasha HLTH:EX; Coulson, Peter JAG:EX; Merchant, Ron J FIN:EX; MacLeod, Sam JAG:EX; Plater, Sharon MTIC:EX; Fynes, Shaun F FIN:EX; Walsh, Stuart G ENV:EX; Coyle, Sue T MCF:EX; Bell, Suzanne N FIN:EX; Van Sleuwen, Terri FIN:EX; Zimmerman, Wayne ENV:EX; Taylor, Wendy E CITZ:EX
Subject: C & E Survey for Completion

The following message is sent on behalf of Douglas S. Scott, Assistant Deputy Minister.

I am pleased to present the survey our Inventory/Assets Working Group put together. This survey is designed to identify specialized skill sets, resources, material assets, common investigations activities, and records types used by compliance and enforcement groups across government. Collecting this information will create a basis for a better understanding of the common activities and resources among C&E groups, as well as identify synergies and common needs.

The final analysis of the survey results will create a baseline report that will be shared with participating C&E groups across government to facilitate identifying opportunities for collaboration, cooperation as well as shared interests. I invite you to participate in this survey by encouraging your C&E group to complete it by using this link:

<http://survey.ag.gov.bc.ca/Survey1/>

The survey will likely take 30 minutes, depending on the size of your organization and information availability.

The survey closes on **May 21, 2013** so please ensure that you complete this survey by that date. If you have any concerns, please contact [Jennifer McGuire](#).

Thank you for your support.

Regards,

Douglas S. Scott,
Assistant Deputy Minister

Little, Danielle JAG:EX

From: Jones, Kathleen JAG:EX
Sent: Wednesday, November 20, 2013 8:18 AM
To: Taylor, Wendy E JAG:EX; Tonn, Greg HLTH:EX
Subject: FW: C & E

From: Fair, Susan P EMNG:EX
Sent: Tuesday, November 19, 2013 3:44 PM
To: Jones, Kathleen EMNG:EX
Subject: C & E

Hi Kathy, here is what I have in my electronic file.



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March 9 2012 top
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March 9
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Susan

Susan Fair
Executive Administrative Assistant
Gaming Policy and Enforcement Branch
Ministry of Finance

(250) 387-1301

Know your limit, play within it.

Problem Gambling Helpline: 1-888-795-6111 Toll Free, 24 Hours, or visit www.bcreponsiblegambling.ca

Pages 7 through 55 redacted for the following reasons:

s.13

DATE: March 11, 2013

Log # 490937

TO: Lori Wanamaker, Deputy Solicitor General

FROM: Douglas S. Scott, Assistant Deputy Minister, GPEB

RE: C&E Committee

PURPOSE

This memo provides an update on the activities of the BC Government Compliance and Enforcement Committee (C&E Committee).

COMMITTEE ACTIVITIES

In March of 2012, the working group consisting of 11 ministries completed a strategic planning process and identified three priorities. These new priorities were intended to achieve outcomes during a period of restricted capacity. They have been recently validated (virtually unchanged) to continue into the 2013/14 year:

1. Collaborate and enhance information sharing
2. Enhance skills and asset sharing
3. Work to establish a C&E secretariat that would support future C&E priorities with a fulltime resource

Successes of 2012/13 and Plans for 2013/14

The C&E working group met quarterly and advanced their priorities during a time of significant fiscal restraint and pressing core business demands. Still, far and away, the greatest success of this group has been to plant the seed of a new networked and collaborative C&E community.

The positive outcomes that have happened organically over the past 12 months have caused the group's purpose to evolve. While originally the objective was to implement a number of specific C&E initiatives – today, creating the organizational habit of routine networking and collaboration is itself the most important outcome.

Below is only one example of the many initial benefits that have happened simply as a result of the C&E community becoming more networked through this group:

- A longstanding bottleneck for the Investigations Division of Liquor Control and Licensing Branch (LCLB) was resolved through a partnership with the Information and Security Branch of Citizens Services and Open Government. In the past, LCLB did not have the ability to play closed circuit TV (CCTV) recordings due to the large number of formats used by industry and a technology limitation within the branch. As a result of their discussion in the C&E group, the Director of Security Branch arranged to use their technology to convert CCTV recordings to media player for LCLB Investigations thereby improving service while saving time and money.

Priority: Enhanced Information Sharing

In this past year the Information Sharing Sub Group focused their efforts on breaking down myths about legal and policy restrictions that have created unnecessary barriers to information flow. To that end, the group organized an information session for the C&E group that included experts on the sharing of information between Provincial Government agencies and also externally with federal organizations such as the RCMP.

In 2013/14, this subgroup will focus their attention on identifying the groups that will most benefit from sharing information and bringing them together to focus discussion where it will be most beneficial. The group will also investigate the feasibility of a government-wide C&E information sharing MOU that meets all statutory requirements and sets clear parameters to enhance each agency's access to information.

Priority: Enhanced Skills and Asset Sharing

While skills and asset sharing have taken place organically through C&E networking as noted above, this sub group has created a detailed questionnaire that has recently been evaluated by a JAG analyst and will go live on internal servers in the next few weeks.

s.13

Priority: C&E Secretariat

The development of a business case for one FTE to drive initiatives forward on behalf of the C&E committee was put on hold in 2012/13 due to both GPEB internal capacity constraints and the belief that the timing was not right as government as a whole adjusted to fiscal restraint requirements.

This initiative is key to future effectiveness of the committee and will be advanced in 2013/14.

ADM Initiative

ADM's with agencies represented on the C&E Committee met recently and decided to financially support a consultant contract to interview the ADMs, review the Committee's priorities and suggest other opportunities for the group.

Future of the C&E Committee

The C&E Initiative Working Group has evolved from a project based group to a permanent structured network of C&E partners working together to provide more effective service. Therefore, the name has been changed from the C&E Initiative Working Group to the C&E Committee in recognition of this shift to a permanent entity. The successes to date have been encouraging and exciting – but remain modest in comparison to what is possible.

The C&E Committee is comprised of capable, passionate operational leaders who have detailed knowledge of their respective functions. They are clear on what is holding them back. If provided appropriate resources, and empowered to change, this committee has the potential to transform the way C&E functions are delivered in the future.

COMPLIANCE & ENFORCEMENT INITIATIVE WORKING GROUP

Unit	Ministry	Attendee
<p>Child Care Programs and Services Branch – Verification and Audit</p> <p>The Ministry of Children and Family Development, Verification and Audit Office supports the Child Care Subsidy Program along with the Child Care Operating Funding Program to ensure that funding is issued to only those that are eligible by conducting administrative file reviews, random audits, risk assessment activities, integrity initiatives, and program monitoring functions as well as criminal investigations regarding alleged frauds against these programs. The office identifies overpayments and coordinates repayment of subsidy and CCOF that was issued to persons who were ineligible for these funds. The office also refers some files directly for Civil Litigation when criminal charges are deemed to be not in the public interest.</p> <p>Legislation: The Child Care Subsidy Act and Regulation, the Child Care BC Act and the Criminal Code</p> <p>Location: Centralized in Victoria</p> <p style="text-align: center;">s.13</p>	Children and Families Development	Sue Coyle
<p>Prevention Loss Management Division</p> <p>Prevention and Loss Management Services (PLMS) is dedicated to maintaining public confidence and protecting the integrity of the BC Employment and Assistance Program. The Branch mandate is to ensure that assistance is provided only to those persons who are eligible by developing and implementing prevention, loss management and enforcement strategies and programs designed to reduce overpayments, deter fraud, and prosecute serious offenders.</p> <p>Legislation: Employment and Assistance Act, Employment and Assistance for Persons with Disabilities Act, Criminal Code of Canada</p> <p>Location: Centralized - HQ Operations Victoria with 9 Stand alone regionalized hubs (Island, Lower mainland, interior and the North) and several co-located sites with one-three FTEs and a Virtual START (verification) team – dispersed throughout the province.</p> <p style="text-align: center;">s.13</p>	Social Development	Kim Saastad
StudentAid BC, Compliance & Investigation Unit	Advanced Education	Dean Gronsdahl

Audit and Investigations Branch <ul style="list-style-type: none"> • Billing Integrity Program • Investigations Unit • PharmaCare Audit 	Ministry of Health	Marie Thelisma
Gaming Policy and Enforcement Branch Regulates all gaming in British Columbia, including the operations of the British Columbia Lottery Corporation which conducts and manages commercial gaming in the province (horse racing, major lotteries, bingo, casinos etc.) and charitable gaming such as 50/50 raffles. Our compliance and enforcement activities include registering all persons and companies involved in the commercial gaming industry and certifying all equipment used, auditing both commercial and charitable gaming to ensure compliance with our regulations and policies, and investigating all real or suspected wrongdoing related to gaming. Legislation: Gaming Control Act s.13 Location: Victoria, Burnaby, Kelowna and Prince George	Public Safety and Solicitor General	Ron Merchant (Corporate Registration) Al Giesbrecht (Forensic Investigations)
Liquor Control and Licensing Branch The role of the LCLB C&E Division is to educate, inspect, and take enforcement action where warranted to promote compliance with the Liquor Control and Licensing Act, the Regulations, and terms and conditions on liquor licences. With 10,000 licensees we work in a voluntary compliance model, and take a complaint based and worst first approach to inspections. We take approximately 150 – 200 enforcement actions a year, 95% of which are public safety contraventions, i.e. service to minors, overcrowding, and over service. We also have a robust investigation program that focuses on investigating the suitability of applicants and licensees to ensure there is no ownership of licensed establishments by persons with criminal associations or other character traits that would make them unsuitable. Legislation: Liquor Control and Licensing Act Location: We have primary offices in Victoria, Vancouver, and Surrey. We have secondary offices in Nanaimo, Whistler, Kamloops, Kelowna, Cranbrook, Prince George, Fort St. John and Terrace. s.13	Public Safety and Solicitor General	Bruce Edmundson
Security Programs and Policing Technology We licence and regulate the private security industry. Legislation: Security Services Act, Body Armour Act, Armoured Vehicle and After Market Compartment Act and coming soon, the Metal Dealers Act.	Public Safety and Solicitor General	Sam MacLeod Fraser Marshall

Location: Decentralized, Victoria Surrey and Kelowna s.13		
Commercial Vehicle Safety Enforcement	Public Safety and Solicitor General	Brian Murray
Corrections	Public Safety and Solicitor General	Peter Coulson
Appointment and Designations Program – Police Services	Public Safety and Solicitor General	Corrine Alexander
Sheriff Services The BC Sheriff Service provides for the safety and security of all court buildings in BC and transport of in custody individuals between court, prisons, and police lock ups. We also provide threat assessment and management services to government including close personal protection officers. Sheriffs are Peace Officers and as such, also enforce the Criminal Code of Canada when in the performance of their duties. Legislation: Sheriff Act but we also figure prominently in the Jury Act and operate within the Criminal Code of Canada Location: 89 courthouses around the province, 36 of which are staffed full time by sheriffs and the rest as court sits in that location s.13	Attorney General	Dave Maede
Investigations and Standards Investigate complaints regarding the administration of the Corrections Act. Investigate critical incidents in adult custody centres. Review disciplinary hearings from adult custody centres based on administrative law. We also have a memorandum of understanding with Court Services and with Youth Custody to do inspections, handle complaints and also to participate in investigations of critical incidents. Legislation: <i>Corrections Act</i> Location: main office in Victoria and a small satellite office in Vancouver s.13	Attorney General	Jim Shalkowsky / Marcia Marchenski
Family Maintenance Enforcement Program The Family Maintenance Enforcement Program is responsible for the tracking and, if necessary, enforcement of family support orders. The vast majority of are for child support. About \$185 M is paid through the program each year for the benefit of 65,000 children.	Ministry of Attorney General	Chris Beresford

<p>Legislation: The <i>Family Maintenance Enforcement Act</i> (FMEA) although we have authority under the <i>Family Relations Act</i>, the federal <i>Divorce Act</i></p> <p>Location: Victoria, Burnaby and Kamloops and an administrative office in Vancouver</p> <p>s.13</p>		
<p>Employment Standards Compliance Administering the Employment Standards Act and Regulation, which sets minimum standards for wage payments, overtime, vacation, statutory holidays, leaves, compensation for length of service and hours of work for employees not covered by union agreements; the employment of children; and the licensing of employers or employees in specific sectors; Educating employers and employees of their rights and responsibilities under the Act, investigating or mediating and adjudicating complaints of contraventions, and ordering appropriate remedies. On behalf of the Labour Relations Board, undertaking and supervising votes for application for certifications and decertifications, and other matters under the Labour Relations Code.</p> <p>Legislation: <i>Employment Standards Act</i></p> <p>Location: Decentralized- 5 regions, including 9 offices and HQ in Victoria, Richmond, Langley, Nanaimo, Kelowna, Nelson, Prince George, Dawson Creek, Terrace</p> <p>s.13</p>	<p>Ministry of Labour, Citizens' Services and Open Government</p>	<p>Chris Johnson</p>
<p>Privacy Investigations Unit</p>	<p>Ministry of Labour, Citizens' Services and Open Government</p>	<p>Wendy Taylor</p>
<p>Security Investigations and Forensics Computer Security investigations: Information Breaches (unwanted or unexpected events that threaten privacy or information security. E.g.: non-sanctioned disclosure of confidential or sensitive government information)) Cyber security investigations such as hacking, phishing Computer forensics We work with the Public Service Agency to collect electronic evidence during HR investigations, and sometimes with Legal Service in MOJ during litigation. We provide voicemail recording services and have the mandate for electronic evidence collection and preservation.</p> <p>Legislation: None, we are policy based. Our mandate stems for</p>	<p>Ministry of Labour, Citizens' Services and Open Government</p>	<p>Margaret Patton</p>

<p>Core Policy, Information Incident Management Policy and Information Security Policy</p> <p>Location: Centralized in Victoria</p> <p>s.13</p>		
<p>Financial Institutions Commission Investigative Services – agency</p>	Finance	Kurt Brock
<p>Special Investigations Unit (Tax) and Tobacco Enforcement The Investigations Unit (IU) is the Ministry of Finance’s criminal enforcement program, whose primary function is to plan and execute investigations that may lead to the prosecution and/or regulatory enforcement against individuals or businesses that have wilfully non-complied with the Acts administered by the Ministry of Finance. The Investigations Unit also conducts activities that relate to 1) detection of non-compliance, 2) enforcement action pursuant to legislative requirements, 3) promotion of education and general deterrence, and 4) recovery of revenue owed to the Province.</p> <p>Legislation: all BC taxation statutes and regulations, Offence Act, and Criminal Code and all other federal statutes and regulations applicable to the investigation of provincial tax fraud in BC</p> <p>Location: Mostly centralized, our main office is located in Surrey, BC. However, we do have one investigator assigned to Vancouver Island who works out of our Victoria office.</p> <p>s.13</p>	Finance	Carson Kong
<p>Government Security Office Coordinate all security for government. Each Ministry is responsible for own security, we ensure policies are consistent. We also work with PSA doing threat and risk assessments for targeted violence (internally and externally). We then help put in place mitigation strategies. Works closely with integrated threat assessment unit at Sheriffs.</p>	Finance	Shaun Fynes
<p>Office of the Comptroller General – Investigations and Forensics The Investigation and Forensic Unit (Unit) reports directly to the Comptroller General of BC, and is responsible for conducting or monitoring investigations as directed by the Comptroller General, or as requested by ministries. The Unit also provides assistance and guidance to ministries on the prevention, detection, reporting and mitigation of losses arising from fraud incidents. The Unit balances its efforts and the utilization of resources between fraud response (reactive) and fraud prevention</p>	Finance	Dan Peck

<p>(proactive).</p> <p>Legislation: <i>Financial Administration Act</i></p> <p>Location: centralized and operates within the Office of the Comptroller General located at 617 Government Street in Victoria.</p> <p>s.13</p>		
<p>Forests, Lands and Natural Resource Operations</p> <p>Promote compliance and enforce statutory obligations. Mandate includes a significant portion of the Natural Resource Sector and is performed through the use of inspections and investigations in collaboration with partners within the sector. Regulated community includes licensee and permit holders, the public and government.</p> <p>Legislation: 26 pieces of legislation, the main pieces of legislation are...</p> <p>Location: Centralized line of sight organization with HQ in Victoria. Eight regions with offices in 44 locations including field offices: Victoria, Nanaimo, Kamloops, Alexis Creek, Williams Lake, 100 Mile House, Quesnel, Castlegar, Grand Forks, Nelson, Nakusp, Golden, Cranbrook, Invermere, Revelstoke, Fort Nelson, Charlie Lake, Dawson Creek, Fort St. James, Vanderhoof, Mackenzie, Prince George, McBride, Smithers, Houston, Burns Lake, Hazelton, Terrace, Squamish, Powell River, Sechelt, Chilliwack, Surrey, Merritt, Princeton, Penticton, Vernon, Kamloops, Clearwater, Lillooet, Salmon Arm, Port McNeil, Queen Charlotte City, Port Alberni, Campbell River, Cobble Hill, Nanaimo</p> <p>s.13</p>	Forests, Lands, and Natural Resource Operations	Kevin Bertram
<p>Conservation Officer Services</p> <p>The Conservation Officer Service (COS) is an environmental law enforcement agency that specializes in public safety as it relates to human-wildlife conflict, investigations of environmental and forest crimes, and compliance and enforcement services. The COS responds to approximately 30,000 calls for service annually received by the COS Call Center operated in partnership with the Provincial Emergency Program's Emergency Coordination Center. The COS conducts investigations to address environmental and forest crimes and undertakes proactive enforcement activities to prevent and detect violators.</p> <p>s.13</p> <p>Location:</p>	Environment	Lance Sundquist
<p>Park Ranger Services</p> <p>BC Parks is responsible for the effective management of the</p>	Environment	Stuart Walsh

<p>natural, cultural and recreational values in the province's protected lands system. Park rangers enforce applicable legislation and regulations by conducting routine patrols and investigations (e.g., hunting/fishing violations; Park Act violations; criminal trespass; theft; illegal commercial activity; park use permit issues; wildlife issues), issuing tickets, laying charges and testifying in court.</p> <p>Legislation: Park Act and Park, Conservancy and Recreation Area Regulation; Ecological Reserve Act and Regulations under that Act; Wildlife Act and the Regulations under that Act; s. 12 and 13 of Environmental Management Act, s. 9 of Firearm Act; Liquor Control and Licensing Act; Motor Vehicle Act and regulations under that Act; Motor Vehicle (All Terrain) Act and regulations under that Act; and s. 4, 5 and 8 of Trespass Act.</p> <p>Location: The park ranger program is delivered on the ground through Regional Operations in a decentralized model. We have 10 regional centres and various smaller field offices located across the province.</p> <p>s.13</p>		
Environmental Protection Division	Environment	Jennifer McGuire
<p>Compliance Policy and Strategic Projects</p> <p>Corporate strategic advice for MOE for compliance management (regulations, good strategies to promote compliance, public reporting). Compliance management framework.</p>		
Food Protection Branch	Agriculture	Jim Russell
<p>Alternative Energy</p> <p>The Alternative Energy Policy Branch is responsible for advancing energy efficiency policies and programs, development and deployment of leading edge clean energy technologies, and advancing community-based energy policy and programs for the benefit of all British Columbians including</p>	Energy and Mines	Paul Wieringa
<p>Electricity and Alternative Energy Division</p> <p>The Electricity and Alternative Energy Division (EAED) facilitates thriving, competitive, reliable, efficient and environmentally responsible electricity, alternative energy and energy efficiency sectors for the benefit of British Columbians. Responsibilities include Policy advice and direction to electrical utilities and their regulator, the British Columbia Utilities Commission.</p>	Energy and Mines	Michael Rensing / Erik Kaye

RENSING

COMPLIANCE & ENFORCEMENT INITIATIVE WORKING GROUP

Unit	Ministry	Contact
Child Care Programs and Services Branch – Verification and Audit (1 SPC that does C&E work)	Children and Families Development	Sue Coyle
Prevention Loss Management Division	Social Development	Kim Saastad
StudentAid BC, Compliance & Investigation Unit	Advanced Education	Dean Grons Dahl
Audit and Investigations Branch <ul style="list-style-type: none"> Billing Integrity Program Investigations Unit PharmaCare Audit 	Ministry of Health	Marie Thelisma
Gaming Policy and Enforcement Branch	Public Safety and Solicitor General	Ron Merchant
Liquor Control and Licensing Branch	Public Safety and Solicitor General	Bruce Edmundson
Security Programs and Policing Technology	Public Safety and Solicitor General	Fraser Marshall
Commercial Vehicle Safety Enforcement	Public Safety and Solicitor General	Brian Murray
Corrections	Public Safety and Solicitor General	Lisa Anderson
Office of the Fire Commissioner	Public Safety and Solicitor General	Rob Owens
Appointment and Designations Program – Police Services	Public Safety and Solicitor General	Corrine Alexander
Sheriff Services	Attorney General	Dave Maede
Investigations and Standards	Attorney General	Jim Shalkowsky
Family Maintenance Enforcement Program	Ministry of Attorney General	Chris Beresford
Tobacco Control Program	Healthy Living and Sport	
Employment Standards Compliance	Ministry of Labour, Citizens' Services and Open Government	Chris Johnson
Privacy Investigations Unit	Ministry of Labour, Citizens' Services and Open Government	Wendy Taylor
BC Services Card Program	Ministry of Labour, Citizens' Services and Open Government	Natasha Thambirajah
Security Investigations and Forensics	Ministry of Labour, Citizens' Services and Open Government	Margaret Patton
Financial Institutions Commission Investigative Services – agency	Finance	Kurt Brock

Special Investigations Unit (Tax)	Finance	Carson Kong
Tobacco Enforcement	Finance	Carson Kong
Provincial Treasury – Security	Finance	Shaun Fynes
Office of the Comptroller General – Investigations and Forensics	Finance	Dan Peck
Forests, Lands and Natural Resource Operations <i>Fisheries Inspectors, Special Conservation Officers and Lands Officers. Compliance and Enforcement Branch</i>	Forests, Lands, and Natural Resource Operations	Kevin Bertram
Conservation Officer Services	Environment	Lance Sundquist
Park Ranger Services	Environment	Bob Austad
Environmental Protection Division	Environment	Jim Hofweber

Not Responsive

C & E Sub-committee membership

Skills and Training

Margaret Patton

Natasha Thambarajah

Carson Kong

Jennifer McGuire

Information Sharing

Bruce Edmundson

Jessica Sharpe – administrator role

Wendy Taylor

Len Meilleur

Sue Coyle

Ken McLean

- eJoint collaboration – info/people/resources
- Corporate secretariat
- Training model
- Fraud, risk
- Common training
- Community of practice
- Sharing of information/knowledge
- Staffing – retention/salary
- Budget
- Lack of deterrent – enforcement teeth, collection of fines
- Develop common freedom of information handbook/guide
- Sharing investigation technology (IT) etc.
- Coordinated input into Justice review
- Attracting and maintaining staff
- Lack of relationships – lists/meetings
- Collection of penalties
- Lack of contact list/build relationships
- Attracting and retention of HR
- Fine collections
- Expanding mandates
 - New legislation
 - Growth
 - Flat or declining resources
- HR – retirements
 - Regional staffing issues
 - Recruitment
 - Internal
- Training – pay/classification
 - Lack of information sharing
 - FOI, privacy
- Coordinate with FOI
 - On release protocols/info sharing, etc.
 - Serving documents
 - Fighting tickets
- Collaboration on business/sites/joint operations
- Coordinated training (staff expertise)

- Standardized
- Regionalized
- Online

- Information sharing/skills sharing
- Cross delegation
- Utilizing technology

- Budget/resources
- Fragmentation
- Communication

- Budget issues
- Information privacy
- Fragmentation – acting as one

- Resourcing – lack of qualified people who are properly training
- Lack of coordination – corporate risk – not all fraud risks are being addressed
- Lack of reporting internal and external wrongdoing/fraud

-

COMPLIANCE & ENFORCEMENT INITIATIVE WORKING GROUP

MARCH 9TH STRATEGIC PLANNING SESSION SUMMARY

The day was started with small group discussions on common risks and opportunities. The groups then prioritized their identified risks and opportunities into their top 3 and reported back these to the larger group.

These risks and opportunities were then consolidated into broader strategic priorities/objectives:

- Joint collaboration to enhance information sharing and the creation of a skills and assets inventory
- A corporate secretariat to focus on policy driven issues such as legislation to increase fine amounts and a formal shared platform for case management
- Fraud and risk – to address opportunities such as a whistle blower program and additional revenue through preventing and collecting on loss
- A training strategy to address opportunities such as cross training, justice institute offerings and succession management

The larger group then set short term goals (12 months) of **enhancing information sharing** and creating a **skills and assets inventory** for the compliance and enforcement sector and a long term goal of setting up a **corporate secretariat** to address larger issues such as a shared platform for case management and changes to legislation such as fine amounts.

Next Steps

Two working groups were set up to enhance information sharing and create a skills inventory

GPEB's ADM office will develop a business case for the creation of a compliance and enforcement secretariat with input from the larger group

The larger group will meet quarterly –one formal all day meetings and two informal 2 hour meetings

Little, Danielle JAG:EX

From: Fair, Susan P FIN:EX
Sent: Monday, June 25, 2012 3:29 PM
To: Giesbrecht, Al FIN:EX; Wichary, Andy LBR:EX; Meanley, Bob W SDSI:EX; Murray, Brian G TRAN:EX; Edmundson, Bruce JAG:EX; Kong, Carson G FIN:EX; Beresford, Christopher JAG:EX; Johnson, Chris M LBR:EX; Alexander, Corinne JAG:EX; Peck, Dan N FIN:EX; Foxall, Dave FIN:EX; Maedel, Dave CSCD:EX; Gronsdahl, Dean AVED:EX; Dennis, Perry TRAN:EX; Scott, Douglas S JAG:EX; Kaye, Erik ENV:EX; Marshall, Fraser JAG:EX; Wong, Gordon FIN:EX; Laughland, Gwenda J ENV:EX; Houghton, Christine ENV:EX; McGuire, Jennifer ENV:EX; Hofweber, Jim E ENV:EX; Russell, Jim EAO:EX; Shalkowsky, Jim J JAG:EX; Bertram, Kevin D FLNR:EX; Saastad, Kim M SDSI:EX; Brock, Kurt FIN:EX; Sundquist, Lance ENV:EX; Anderson, Lisa R JAG:EX; Marchenski, Marcia JAG:EX; Patton, Margaret MTIC:EX; Thelisma, Marie A HLTH:EX; Rensing, Michael J MEM:EX; Thambirajah, Natasha HLTH:EX; Wieringa, Paul MEM:EX; Coulson, Peter JAG:EX; Owens, Rob JAG:EX; Merchant, Ron J FIN:EX; MacLeod, Sam JAG:EX; Fynes, Shaun F FIN:EX; Ridley, Sheena MEM:EX; Walsh, Stuart G ENV:EX; Coyle, Sue T MCF:EX; Van Sleuwen, Terri FIN:EX; Taylor, Wendy E LCTZ:EX
Subject: CE Inventory Questionnaire for Feedback
Attachments: CE Inventory Questionnaire for Feedback.docx

In preparation for tomorrow's C & E meeting, please find attached a draft of the C&E Inventory questionnaire for review prior to the meeting. We intend to allow everyone time after the meeting to submit feedback before the questionnaire is finalized. It would save time tomorrow if members had an opportunity to look at the questionnaire prior to the meeting.

Thank you.

Susan

Susan Fair
Executive Administrative Assistant
Gaming Policy and Enforcement Branch
Ministry of Energy and Mines
(250) 387-1301
Know your limit, play within it.

**Cross Government Compliance and Enforcement Programs Survey
Skills, Resources and Assets Inventory**

Purpose: To compile a comprehensive inventory of all cross-government compliance and enforcement programs with a particular focus on skills, resources and assets utilized by these programs which may be of use for cross government information / resource sharing initiatives.

Date: June 26, 2012

Questionnaire

PROGRAM OVERVIEW

Program Name	Ministry	Division/Branch	ADM

Website:			
Toll Free Number (s):		Works with Crimestoppers?	<input type="checkbox"/>
Central Number (s):			

Primary Location:

Address	City	Contact Name	Telephone / Email

Regional Locations:

Address	City	Contact Name	Telephone / Email

Nature of Work:

Type of Activity	Yes	SPC?	# of Staff	\$ Est. Risk
Criminal Enforcement / Investigation	<input type="checkbox"/>	<input type="checkbox"/>		
Audits	<input type="checkbox"/>	<input type="checkbox"/>		
Regulatory Inspections & Verification	<input type="checkbox"/>	<input type="checkbox"/>		
Identity Theft	<input type="checkbox"/>	<input type="checkbox"/>		
Human Resource Investigations	<input type="checkbox"/>	<input type="checkbox"/>		
Information Security	<input type="checkbox"/>	<input type="checkbox"/>		
Network Security (Cyber)	<input type="checkbox"/>	<input type="checkbox"/>		
Work with Law Enforcement	<input type="checkbox"/>	<input type="checkbox"/>		
Other (describe):	<input type="checkbox"/>	<input type="checkbox"/>		

Legislation / Authority:

- Indicate whether statute/authority provides for search and seizure, issuance of violation tickets, and/or prosecution of offences

Legislation/Source of Authority	Prov.	Fed.	Search	Seize	Ticket	Audit	Insp	Prosec
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

INVENTORY

SKILLS:

Type	Yes	No	Certified? Y/N
Criminal Investigations	<input type="checkbox"/>	<input type="checkbox"/>	
Regulatory Investigations	<input type="checkbox"/>	<input type="checkbox"/>	
Regulatory Inspections	<input type="checkbox"/>	<input type="checkbox"/>	
Forensic Audits	<input type="checkbox"/>	<input type="checkbox"/>	
Business / Commercial / Financial Audits	<input type="checkbox"/>	<input type="checkbox"/>	
Program Audits	<input type="checkbox"/>	<input type="checkbox"/>	
Firearm Use	<input type="checkbox"/>	<input type="checkbox"/>	
Use of Force	<input type="checkbox"/>	<input type="checkbox"/>	
Obtain and execute of warrants & production orders	<input type="checkbox"/>	<input type="checkbox"/>	
Submission of Prosecution Reports	<input type="checkbox"/>	<input type="checkbox"/>	
Surveillance – Static	<input type="checkbox"/>	<input type="checkbox"/>	
Surveillance – Mobile	<input type="checkbox"/>	<input type="checkbox"/>	
Detain / Arrest	<input type="checkbox"/>	<input type="checkbox"/>	
Conduct Interviews	<input type="checkbox"/>	<input type="checkbox"/>	
Take Statements	<input type="checkbox"/>	<input type="checkbox"/>	
Using and Working with Confidential Informants	<input type="checkbox"/>	<input type="checkbox"/>	
Computer Data Analysis & Forensics/ E-Discovery	<input type="checkbox"/>	<input type="checkbox"/>	
Cell Phone Analysis	<input type="checkbox"/>	<input type="checkbox"/>	
Network Analysis	<input type="checkbox"/>	<input type="checkbox"/>	
Intelligence Gathering / Analysis	<input type="checkbox"/>	<input type="checkbox"/>	
Computer Technology Expertise	<input type="checkbox"/>	<input type="checkbox"/>	
Education / Training / Presentations	<input type="checkbox"/>	<input type="checkbox"/>	
Writing / Enforcement of Violation Tickets	<input type="checkbox"/>	<input type="checkbox"/>	
Translation / Interpreter (language):	<input type="checkbox"/>	<input type="checkbox"/>	
Specialized Expertise (Describe):	<input type="checkbox"/>	<input type="checkbox"/>	
Other:	<input type="checkbox"/>	<input type="checkbox"/>	

RESOURCES (Information):

Name of Database / Information	Brief Description	Records Type (Admin or Crim)	Share Info? Y/N

MOUs / Agreements:

Name of Agency	Description of Information Sharing	Province / Federal	JFO? Y/N

ASSETS:

Name	Region / City	Quantity	Share? Y/N
Personnel – Crim Investigators			
Personnel – Regulatory Investigators			
Personnel – Technical Investigators			
Personnel – Auditors			
Personnel – Inspectors			
Personnel – Other: Specify			
Office Space			
Detention facilities			
Secured Space			
Boardroom			
Vehicles			
Computer Equipment			
Safety Equipment – specify			
Surveillance Equipment - specify			
Communications Equipment - specify			
Analytical Equipment - specify			
Specialized Hardware – specify			
Specialized Software – specify			
Other:			

INTERESTED/SEEKING:

Type	Yes	No	Possibly
Information Sharing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asset Sharing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Enforcement Activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Forensic Audits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Business / Commercial / Financial Audits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Program Audits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e-Discovery / Computer Forensics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Translation / Interpreter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other: Specify			

Not Responsive

From: Jones, Kathleen EMNG:EX
Sent: Monday, November 18, 2013 8:00 AM
To: Taylor, Wendy E MTIC:EX
Cc: Patton, Margaret MTIC:EX
Subject: FW: C&E Survey Database

Wendy,

Please see Margaret's email below regarding the attached database.

Margaret – thank you for sending. The plan was to post the PowerPoints on the Sharepoint site when it is up and running. Do you have any objections to those being accessed by the Group on such a site?

Kathy Jones

Executive Assistant
Office of the General Manager & Assistant Deputy Minister
Liquor Control and Licensing Branch, Ministry of Justice
T: (250)952-5777/ E: Kathleen.Jones@gov.bc.ca

TEAMWORK | ACCOUNTABILITY | PASSION | COURAGE | SERVICE | CURIOSITY

From: Patton, Margaret MTIC:EX
Sent: Friday, November 15, 2013 11:09 AM
To: Jones, Kathleen EMNG:EX
Cc: Kong, Carson G FIN:EX; McGuire, Jennifer ENV:EX
Subject: RE: C&E Survey Database

Hi, Kathleen. I've copied the other members of the sub-committee who were working on this data so that they know what is going on.

I've attached the presentation and handout that we provided at the C&E meeting. I've also attached the spreadsheet of data. Please see important notes regarding this data below.

1. Some data clean-up has been done on this data. In particular, in some columns you will see "1"s for positive responses. This was done just to assist with totaling up items. s.13

- 2.

s.13

Thanks,

Margaret Patton

Director, Investigation & Forensics
Information Security Branch
Office of the Chief Information Officer
250-387-5931

From: Jones, Kathleen EMNG:EX
Sent: Thursday, November 14, 2013 12:49
To: Patton, Margaret MTIC:EX
Subject: C&E Survey Database

Good afternoon Margaret,

I am hoping you can send me the excel spreadsheet/database you referred to during your presentation at the last C&E Working Group meeting? Wendy Taylor has asked Greg Tonn to have a look at the data. As well, would you be able to send the PowerPoint presentation you shared with the Group?

I look forward to hearing from you.

Kind regards,

Kathy Jones

Executive Assistant
Office of the General Manager & Assistant Deputy Minister
Liquor Control and Licensing Branch, Ministry of Justice
T: (250)952-5777/ E: Kathleen.Jones@gov.bc.ca

TEAMWORK | ACCOUNTABILITY | PASSION | COURAGE | SERVICE | CURIOSITY

Pages 78 through 133 redacted for the following reasons:

s.13

Little, Danielle JAG:EX

From: Kristine Allison [kristine.allison@shaw.ca]
Sent: Saturday, October 19, 2013 1:35 PM
To: Scott, Douglas S JAG:EX
Subject: Preliminary Draft: C&E ADM Interview Report
Attachments: C&E ADM Interview Report_prelim_131018.docx

Hi Doug. My apologies for the delay in getting this to you.

Here is my first cut at the report. There are some minor holes noted in the document. There are also a couple of specific items that were mentioned to me that I am still deciding how/if to include in the report itself.

I hope I have covered everything you wanted. Please let me know if you have any questions or edits. I should be able to turn around the next draft fairly quickly.

Thanks,
Kristine

Kristine Allison
KLA Consulting
Tel 250.477.2351
Fax 250.477.2388
kristine.allison@shaw.ca

Pages 135 through 151 redacted for the following reasons:

s.13

Little, Danielle JAG:EX

From: Kristine Allison [kristine.allison@shaw.ca]
Sent: Thursday, October 31, 2013 11:28 AM
To: Scott, Douglas S JAG:EX
Subject: Draft 1: C&E ADM interview report
Attachments: CE ADM Interview Report_131030.docx

Hi Doug.

Here is the next draft. It is largely the same as the last but I tidied it up quite a bit including changing headings, adding an intro to the findings section and redoing the conclusion page. I also added a one-page executive summary. I have sent a note to Susan Fair to confirm some of the timelines re: the work done by Derek Sturko so that explains a couple of the missing/highlighted dates in the intro.

Let me know if you have any other edits. Otherwise, I'll wait to hear back once you've been in touch with Lori Halls.

Thanks,
Kristine

Kristine Allison
KLA Consulting
Tel 250.477.2351
Fax 250.477.2388
kristine.allison@shaw.ca

Pages 153 through 169 redacted for the following reasons:

s.13

Fair, Susan P EMNG:EX

From: Kristine Allison [kristine.allison@shaw.ca]
Sent: Wednesday, July 24, 2013 3:03 PM
To: Fair, Susan P EMNG:EX
Subject: RE: ADM C&E interviews

That sounds great, thanks Susan. 8:30 is fine. Could you please also give me their email addresses so that I can contact them directly if I need to change the appointment? (And vice-versa. Once you have set up the meetings, feel free to tell them to contact me directly with any changes.) I will send them a copy of the questions a few days before each meeting.

Kristine

From: Fair, Susan P EMNG:EX [<mailto:Susan.Fair@gov.bc.ca>]
Sent: Wednesday, July 24, 2013 2:32 PM
To: 'Kristine Allison'
Subject: RE: ADM C&E interviews

OK. I will also provide you with their addresses and make sure I give you enough time to get from one office to the other. Is an 8:30 start too early for you?

From: Kristine Allison [<mailto:kristine.allison@shaw.ca>]
Sent: Wednesday, July 24, 2013 2:31 PM
To: Fair, Susan P EMNG:EX
Subject: RE: ADM C&E interviews

Thanks very much, Susan. I will be meeting everyone in person (unless there is anyone who is out of town?).

Kristine

From: Fair, Susan P EMNG:EX [<mailto:Susan.Fair@gov.bc.ca>]
Sent: Wednesday, July 24, 2013 2:25 PM
To: 'Kristine Allison'
Subject: RE: ADM C&E interviews

Hi Kristine, I will look after getting these all set up for you. I will email you the list of names with their time slots once I have them all done. Will these be done in person or via phone.

Susan

From: Kristine Allison [<mailto:kristine.allison@shaw.ca>]
Sent: Wednesday, July 24, 2013 7:15 AM
To: Fair, Susan P EMNG:EX
Cc: Bell, Suzanne N EMNG:EX
Subject: ADM C&E interviews

Good morning Susan.

s22 so wanted to touch base with you about the ADM interviews before I go to make sure you have all the information you need to arrange them.

- The list of ADMs to be interviewed is attached to Schedule A of my contract. You won't need to contact Barry Bieller since I am meeting with Karen Ayers this morning.
- I would like to schedule the interviews over the four week period of August 19 through the September 13. I am hoping this will be a wide enough period to cover off anyone who may be away on holidays in either August or early September.
- If possible, it would be most efficient for me if we could book a few days with 3-4 interviews each day (vs. one interview each day). I realize that there will be some days with just one interview and that is fine. I would just need about a half-hour in between each interview to give me enough time to get to the next office.
- I would like to book 45 minutes with each ADM.
- At this point, my schedule is wide open for those weeks. The only times I am not available are after 3:30 pm on Tues/Thurs in August and all day September 3.
- Gwenda Laughland would like to be included as an optional attendee for these meetings.

Let me know if you would like to discuss this by phone. I am in meetings this morning but could chat this afternoon. Tomorrow or Friday would also work for me.

I will be gone all next week, returning on Tuesday, August 6th.

Thanks again for doing this for me. It is a huge help!

Kristine

Kristine Allison
 KLA Consulting
 Tel 250.477.2351
 Fax 250.477.2388
kristine.allison@shaw.ca

Fair, Susan P EMNG:EX

From: Alexander, Corinne JAG:EX
Sent: Wednesday, May 29, 2013 2:19 PM
To: Fair, Susan P EMNG:EX
Subject: SPC contact names

Hi Susan. Here is a set of contact names at ministries that employ SPCs.

Children and Families Sue Coyle
Gaming Investigation Larry Vander Graf
Gaming Registration Len Meilleur
Liquor Bruce Edmundson
Conservation Officers Tim Anctil
Finance Tax Carson Kong
Finance Risk Management Shaun Fynes
Social Development Bob Meanley
Sheriffs Peter Robinson
Security Programs Division Fraser Marshall
Sergeant-at-Arms Randy Ennis

I think it would be good to include Sergeant-at-Arms because they have had no exposure to this at all yet. Conservation and Sheriffs should also be required to attend

s.13, s.16

There are obviously a number of other SPC agencies that are not within government, and I think I will see how this goes and then suggest the IIO work with me in arranging a meeting with them too.

Thank you for coordinating!

Corinne

CORINNE ALEXANDER
Manager, Appointments and Designations
Police Services Division
Policing and Security Branch
Ministry of Justice
Phone: (250) 387-0099
Cell: (250) 217-6205
Fax: (250) 356-7747
corinne.alexander@gov.bc.ca

ADM Name and contact info.	Date and Time	Location of Meeting	Email Address
Karen Ayers – Liquor	Already done		
Jay Chalke – Justice 356-6582	September 5 th 2:00 – 2:45	8 th Floor – 1001 Douglas Street	jay.chalke@gov.bc.ca
Dave Duncan – Transportation and Infrastructure Miranda – 387-4328	August 19 th – 1:15 – 2:00	5B – 940 Blanshard Street	Dave.duncan@gov.bc.ca
Lori Halls – Environment Marnie – 387-9997	August 19 th – 9:15 – 10:00	5 th Floor – 2975 Jutland	Lori.d.halls@gov.bc.ca
Bette-Jo Hughes – Labour Caylla – 387-0401	September 6 th – 2:00 – 2:45	525 Superior Street	Bettejo.hughes@gov.bc.ca
Trevor Hughes – Labour 356-1346	September 4 th – 2:00 – 2:45	H200 – 634 Humboldt Street – use entrance by the bug zoo	Trevor.hughes@gov.bc.ca
Kevin Jardine – Justice 356-1526	September 6 th – 11:00 – 11:45	6 th Floor – 850 Burdett Street	Kevin.jardine@gov.bc.ca
Les Maclaren – EMNG Brigitte – 952-0204	September 6 th – 9:30 – 10:15	4 th Floor – 1810 Blanshard Street	Les.maclaren@gov.bc.ca
Brent Merchant – Justice Sylvia – 387-5363	September 4 th – 10:00 – 10:45	7 th Floor – 1001 Douglas Street	brent.merchant@gov.bc.ca
Ian Rongve – Advanced Education Catherine – 356-0826	August 19 th – 3:00 – 3:45	3 rd Floor – 835 Humboldt Street – St. Ann’s Academy	Ian.rongve@gov.bc.ca Can you also please copy Catherine Patterson on any material at: Catherine.patterson@gov.bc.ca
Randi Mjolsness – Children and Family Development Kim – 387-5954	August 21 st – 3:00 – 3:45	3 rd Floor – 765 Broughton Street	Randi.mjolsness@gov.bc.ca

Sharon Moysey – Children and Family Development Margaret – 387-6905	August 23 rd – 10:00 – 10:45	7 th Floor, 614 Humboldt Street – please call Margaret when you get there	Sharon.moysey@gov.bc.ca
Stuart Newton – Finance Tracey – 387-6692	August 29 th – 9:00 – 9:45	2 nd Floor, 617 Government Street Call Tracey and she will let you in	Stuart.newton@gov.bc.ca
Grant Parnell – Agriculture Solveig – 356-1122	August 29 th – 10:30 – 11:15	5 th Floor, 808 Douglas Street	Grant.parnell@gov.bc.ca
Clayton Pecknold – Justice Nicole – 387-1100	September 12 th – 9:00 – 9:45	10 th Floor, 1001 Douglas Street	Clayton.pecknold@gov.bc.ca
Douglas S. Scott – Gaming Susan – 387-1301	August 21 st – 1:30 – 2:15	3 rd Floor, 910 Government Street	Douglas.s.scott@gov.bc.ca
Manjit Sidhu – Health Ashley – 952-2066	August 21 st – 9:30 – 10:15	4-4, 1515 Blanshard Street	Manjit.sidhu@gov.bc.ca
Jim Standen – Environment Lori – 387-1288	September 4 th 2:00 – 2:45	2975 Jutland Street	Jim.standen@gov.bc.ca
Elan Symes – Finance Margaret – 387-0665	August 29 th – 1:00 – 1:45	7 th Floor, 1802 Douglas Street	Elan.symes@gov.bc.ca
Gary Townsend – Forests Lin – 356-1874	August 20 th – 2:00 – 2:45	Room 314 – 780 Blanshard Street	Gary.townsend@gov.bc.ca
Mark Zacharias – Environment Coleen – 356-0121	August 20 th – 9:30 – 10:15	5 th Floor – 2975 Jutland	Mark.zacharias@gov.bc.ca

Fair, Susan P EMNG:EX

From: Scott, Douglas S MEM:EX
Sent: Friday, February 22, 2013 10:13 AM
To: Fair, Susan P MEM:EX
Subject: Fwd: ADM C&E Meeting Update
Attachments: C E Directory-final.docx; ATT00001.htm

Douglas S. Scott
Assistant Deputy Minister
Gaming Policy and Enforcement Branch
Government of British Columbia

Begin forwarded message:

From: "Scott, Douglas S MEM:EX" <Douglas.S.Scott@gov.bc.ca>
Date: February 15, 2013 4:52:31 PM PST
To: "Sandbu, Anne MCF:EX" <Anne.Sandbu@gov.bc.ca>, "Hughes, Bette-Jo CITZ:EX" <BetteJo.Hughes@gov.bc.ca>, "Merchant, Brent JAG:EX" <Brent.Merchant@gov.bc.ca>, "Pecknold, Clayton JAG:EX" <Clayton.Pecknold@gov.bc.ca>, "Duncan, Dave TRAN:EX" <Dave.Duncan@gov.bc.ca>, "Symes, Elan C FIN:EX" <Elan.Symes@gov.bc.ca>, "Townsend, Gary FLNR:EX" <Gary.Townsend@gov.bc.ca>, "Parnell, Grant AGRI:EX" <Grant.Parnell@gov.bc.ca>, "Ayers, Karen J MEM:EX" <Karen.Ayers@gov.bc.ca>, "Jardine, Kevin JAG:EX" <Kevin.Jardine@gov.bc.ca>, "MacLaren, Les EMNG:EX" <Les.MacLaren@gov.bc.ca>, "Halls, Lori D ENV:EX" <Lori.D.Halls@gov.bc.ca>, "Sidhu, Manjit HLTH:EX" <Manjit.Sidhu@gov.bc.ca>, "Zacharias, Mark ENV:EX" <Mark.Zacharias@gov.bc.ca>, "Moysey, Sharon J MSD:EX" <Sharon.Moysey@gov.bc.ca>, "Peck, Dan N FIN:EX" <Dan.Peck@gov.bc.ca>, "Johnson, Chris M LBR:EX" <Chris.Johnson@gov.bc.ca>, "Chalke, Jay JAG:EX" <Jay.Chalke@gov.bc.ca>
Subject: ADM C&E Meeting Update

Hello Everyone,

Thank you for attending the meeting to discuss activities of the C&E Committee. I have attached the C&E summary sheet FYI that was produced for the committee last year in advance of the SWOT. This is the document that provides a high-level overview of the activities and statutes of the various government C&E units and came up in our discussion Wednesday.

Following up on Lori Halls' offer to assist the process of contracting with a consultant, we discussed briefly this morning and have agreed to jointly oversee this. At the recommendation of Mark Zacharias and Lori, Gwenda Laughland will work with Suzanne Bell from our office to prepare the contract. When we have the Schedule A, Lori and I will canvass ADMs to determine what financial commitments we can achieve, and then we will move ahead. I am excited about the joint effort to produce this review which I am sure will help identify opportunities for the group.

At the end of the meeting I was a little distracted because I had not properly articulated (blame it on being doped up on Fisherman's Friends) what I believe is the most important objective of this group. In my view this is a situation where the how is more important than the what. If we are able to ingrain an institutional habit of working collaboratively together at the unit leadership level that is the home run. With this established modus operandi, over the years, all of the surmountable barriers will be overcome and the opportunities will be seized. We have passionate, smart and capable people leading these units. If we create the environment where they can build the strong relationships and interconnections, and we provide appropriate resources that enable them to make change happen then very good things will happen and if we do that right, good things will continue to happen years after we have all left our posts.

It is for this reason, I believe our first priority as ADMs should be to support participation in the C&E Committee (and subgroups as they may evolve with time). In my view this is a culture shift not simply a project, therefore we need to stay the course for success. I heard nothing in the meeting that made me question our joint commitment to the C&E Committee, however, I think it is important acknowledge the necessity of this commitment... if anyone has a different perspective or concerns with my comments please feel free to give me a call any time.

Thanks again, and have a great weekend.

Cheers,

Doug

Douglas S. Scott
Assistant Deputy Minister
Gaming Policy and Enforcement Branch
Ministry of Energy, Mines and Natural Gas

PO Box 9311, Stn Prov Govt
Victoria, BC
V8W 9N1

Telephone: 250-953-4482

Website: www.pssg.gov.bc.ca/gaming

Know your limit, play within it.



Please consider the environment before printing this e-mail

COMPLIANCE & ENFORCEMENT INITIATIVE WORKING GROUP

STRATEGIC PLANNING SESSION — SUMMARY

JANUARY 28, 2013

The day began with a presentation by IBM (i2), followed by Shaun Fynes (Freeman of the Land) and Jim Hogg/Steve Kay (E-Records Management).

In the afternoon the group reviewed the status of last year's strategic priorities and agreed that priorities established at the March 9, 2012 meeting should continue to be advanced.

The top three priorities for 2013/14 are:

1. Collaborate and enhance **information sharing**.
2. Establish a **compliance and enforcement secretariat** to assist the group in achieving its goals.
3. Enhance **skills and assets sharing**.

Next Steps (numbered in coordination with the priorities above)

1. Support information sharing among ministries by developing an omnibus memorandum of understanding (MOU).
Information Access Operations (IAO) will be asked to conduct a privacy impact study into the admissibility of an MOU.
2. GPEB's ADM office will, with input from the group, develop a business case for the creation of a compliance and enforcement secretariat.
3. Complete a government-wide skills and asset inventory and determine how best to facilitate its use.

Meetings:

The group will meet quarterly: two all-day meetings (10 a.m. – 2 p.m.) and two 2-hour meetings.

A full-day meeting in September 2013 may be called to finalize the omnibus MOU.