

Armstrong, Ashley MTIC:EX

From: Lavine, Teri MTIC:EX
Sent: Friday, October 24, 2014 3:15 PM
To: Ahmed, Sarf MTIC:EX
Cc: McEwan, Colin MTIC:EX
Subject: RE: BRDO budget

Thank you.

Fisnik is aware and I've let the CFO and Budget Director at JTST know that we will send this next week. Colin has also communicated to Denise, so GCPE is aware.

Teri

From: Ahmed, Sarf MTIC:EX
Sent: Friday, October 24, 2014 1:44 PM
To: McEwan, Colin MTIC:EX
Cc: Lavine, Teri MTIC:EX
Subject: BRDO budget

Colin

Athana and I have agreed to transfer this budget to JTST from 15/16. Please arrange an inter-ministry budget transfer form. Thanks

Sarf Ahmed
Associate Deputy Minister Citizens' Services
Ministry of Technology, Innovation and Citizens' Services
Tel: 250-387-0315

Armstrong, Ashley MTIC:EX

From: Campbell, Tracy JTST:EX
Sent: Wednesday, August 20, 2014 3:00 PM
To: Lavine, Teri MTIC:EX
Subject: RE: FOR CONSIDERATION - BRDO Budget / DM Announcement

Thx Teri- it is my understanding that Athana has been set up to continue signing off (when needed) for BRDO and IGRS. BRDO (Natalya) has asked that someone in our shop be given access to sign off on their payroll (Dept 112-5232) to ensure coverage.

Not sure what needs to be done but just ahead up in case it comes your way for approval.

Thx
Tracy

From: Lavine, Teri MTIC:EX
Sent: Wednesday, August 20, 2014 2:39 PM
To: Jacobs, Murray JTST:EX
Cc: Ngo, Dawn MTIC:EX; Campbell, Tracy JTST:EX
Subject: FW: FOR CONSIDERATION - BRDO Budget / DM Announcement

Hi Murray,

Wanted you to be aware that we have flagged this potential budget transfer for FY15/16 with our TB Analyst.

As indicated in my note, I'm not sure if it should be transferred to JTST, but will continue to follow up with Fisnik. In the meantime, we are following up with Finance to ensure that Athana has what is required for her role (ie expense authority etc.)

Teri

From: Lavine, Teri MTIC:EX
Sent: Wednesday, July 9, 2014 8:22 AM
To: Preniqi, Fisnik FIN:EX
Cc: McEwan, Colin MTIC:EX; Ngo, Dawn MTIC:EX
Subject: FOR CONSIDERATION - BRDO Budget / DM Announcement

Good Morning Fisnik,

I just wanted you to be aware that the budget for the Board Resourcing and Development Office is currently in our Ministry Operations vote.

I'm not sure if it should stay there long term, but also don't know where would be a better place for it to be – JTST ?

Please give this some thought and then we can discuss in August when we reconvene on 15/16 budget fix list items.

Teri

From: McEwan, Colin MTIC:EX

From: Ahmed, Sarf MTIC:EX

From: Dyble, John C PREM:EX <John.Dyble@gov.bc.ca>

Sent: Tuesday, July 8, 2014 3:48 PM

To: BCPSA Agency DMC List

Subject: DM Announcement

Colleagues,

Further to yesterday's advisement that Rob has decided to leave the BC Public Service, I am pleased to confirm that Dave Byng will be appointed Deputy Minister of Education. Athana Mentzelopoulos will become the Deputy Minister of Jobs, Tourism and Skills Training and continue to oversee the Intergovernmental Relations Secretariat and the Board Resourcing and Development Office. John Paul Fraser, currently the Assistant Deputy Minister of Strategic Planning & Engagement, has agreed to be the Acting Deputy Minister of Government Communications and Public Engagement.

The new assignments will be effective Monday July 28th.

John

Armstrong, Ashley MTIC:EX

From: Lavine, Teri MTIC:EX
Sent: Monday, September 8, 2014 1:20 PM
To: Preniqi, Fisnik FIN:EX
Cc: Hall, Sandra MTIC:EX; Ngo, Dawn MTIC:EX
Subject: FW: Signing Authority - BRDO Staff and TOL Sign-off

Fisnik, further to our conversation this morning.

Sandra/Dawn – please share as required within your areas and action as appropriate.

From: Champion, Denise GCPE:EX
Sent: Monday, September 8, 2014 12:13 PM
To: McEwan, Colin MTIC:EX
Cc: Lavine, Teri MTIC:EX
Subject: FW: Signing Authority - BRDO Staff and TOL Sign-off

Just making sure you are looped in on this to ensure it happens for 15/16...

From: Epp, Don FIN:EX
Sent: Monday, September 8, 2014 11:58 AM
To: Campbell, Tracy JTST:EX; Stewart, Dawn M GCPE:EX
Cc: Champion, Denise GCPE:EX; Hamilton, Becky GCPE:EX; Cross, Maggie FIN:EX; Jacobs, Murray JTST:EX
Subject: RE: Signing Authority - BRDO Staff and TOL Sign-off

s.13

I believe Doug Foster is working on this with the DM's; we will let you know when this is sorted out. In the meantime, nothing moves.

Don Epp

Executive Director
Treasury Board Staff
Phone: (250) 387-9008

From: Campbell, Tracy JTST:EX
Sent: Monday, September 08, 2014 11:37
To: Stewart, Dawn M GCPE:EX
Cc: Champion, Denise GCPE:EX; Hamilton, Becky GCPE:EX; Epp, Don FIN:EX; Cross, Maggie FIN:EX; Jacobs, Murray JTST:EX
Subject: RE: Signing Authority - BRDO Staff and TOL Sign-off

It is my understanding that they are supposed to remain on your TOL until further notice. While responsibility for BRDO transferred with Athana, there was no OIC transferring responsibility to JTST.

TB staff are aware and are looking into it (cc'd) and have advised that nothing should be done in HR, any of the systems, or in general ledger until this is properly authorized.

Thx
Tracy

From: Stewart, Dawn M GCPE:EX
Sent: Monday, September 8, 2014 11:20 AM
To: Campbell, Tracy JTST:EX
Cc: Brodie, Natalya BRDO:EX; Shaw, Brea BRDO:EX; Champion, Denise GCPE:EX; Hamilton, Becky GCPE:EX
Subject: FW: Signing Authority - BRDO Staff and TOL Sign-off

Hi Tracy,

BRDO's payroll/staff are still showing on our TOL, not sure what the status is on having them moved off?

Thanks
Dawn

From: Campbell, Tracy JTST:EX
Sent: Wednesday, August 20, 2014 1:14 PM
To: Stewart, Dawn M GCPE:EX
Cc: Shaw, Brea BRDO:EX; Brodie, Natalya BRDO:EX; Lloyd, Ada MTIC:EX; Hastings, Sabrina M MTIC:EX; Rapanos, Kelly MTIC:EX; Champion, Denise GCPE:EX; Ogden, Lynn MTIC:EX; Davies, Tracy V MTIC:EX; Clarke, Sharon L CSCD:EX
Subject: RE: Signing Authority

Perfect, thx for looking into this.

From: Stewart, Dawn M GCPE:EX
Sent: Wednesday, August 20, 2014 1:11 PM
To: Campbell, Tracy JTST:EX
Cc: Shaw, Brea BRDO:EX; Brodie, Natalya BRDO:EX; Lloyd, Ada MTIC:EX; Hastings, Sabrina M MTIC:EX; Rapanos, Kelly MTIC:EX; Champion, Denise GCPE:EX; Ogden, Lynn MTIC:EX; Davies, Tracy V MTIC:EX
Subject: RE: Signing Authority

Hi Tracy,

Just confirmed with Tracy Davies, A/P Supervisor at MTICS, that Natalya has expense authority at BRDO. Denise was signing as EA.

Dawn

From: Campbell, Tracy JTST:EX
Sent: Wednesday, August 20, 2014 12:57 PM
To: Stewart, Dawn M GCPE:EX; Champion, Denise GCPE:EX
Cc: Shaw, Brea BRDO:EX; Brodie, Natalya BRDO:EX; Lloyd, Ada MTIC:EX; Hastings, Sabrina M MTIC:EX; Rapanos, Kelly MTIC:EX
Subject: RE: Signing Authority

Is there anyone else at BRDO that has EA or did Athana typically sign off on these types of things?

From: Stewart, Dawn M GCPE:EX
Sent: Wednesday, August 20, 2014 9:06 AM
To: Champion, Denise GCPE:EX
Cc: Shaw, Brea BRDO:EX; Brodie, Natalya BRDO:EX; Lloyd, Ada MTIC:EX; Hastings, Sabrina M MTIC:EX; Rapanos, Kelly

MTIC:EX; Campbell, Tracy JTST:EX

Subject: Signing Authority

Hi Brea,

Your July purchasing card statement has been sent to Michelle Linden for processing, as Denise was still the EA for this period. Athana continues to have full-expense authority for BRDO, but Denise will be removed as your EA; I have asked that this not occur until your TOL signing authority approval is in place.

My understanding is that your budget will transfer over to JTST in 15-16, in the interim, I would guess that any A/P that requires EA approval will have to be sent directly to Athana for approval or someone she delegates, then sent over to MTICS for payment processing.

Thank you

Dawn Stewart

Financial Services Officer

Government Communications and Public Engagement

T 250 356-8595

F 250 387-6687



BC JOBS PLAN



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From: Champion, Denise GCPE:EX

Sent: Tuesday, August 19, 2014 4:28 PM

To: Shaw, Brea BRDO:EX

Cc: Stewart, Dawn M GCPE:EX

Subject: RE: Signing Authority

Hi Brea,

I signed off the last report you sent over and I have asked Dawn Stewart to look into this to see what needs to happen now that you are part of JTST but the budget is in MTICS. I've copied her here in the hopes that she can provide both of us with an update...

Denise

From: Shaw, Brea BRDO:EX

Sent: Tuesday, August 19, 2014 3:39 PM

To: Champion, Denise GCPE:EX

Subject: Signing Authority

Hello Denise,

s.22 . I just wanted to confirm with all the changes that you will still oversee the Signing Authority for TOL and the Mastercard Reconciliation Report for BRDO? If not do you know who will be taking on that role?

Thank you and have a great day.

Brea Shaw

Board Resourcing and Development Office

Tel: 604.660.1170

Fax: 604.775.0158

Suite 730, 999 Canada Place

Vancouver BC V6C 3E1

Email: brea.shaw@gov.bc.ca

www.fin.gov.bc.ca/brdo

Armstrong, Ashley MTIC:EX

From: Lavine, Teri MTIC:EX
Sent: Wednesday, August 20, 2014 2:44 PM
To: McEwan, Colin MTIC:EX
Cc: Ngo, Dawn MTIC:EX
Subject: RE: Potential Program Transfer

I've sent an email to Murray ^{s.22} and copied their budget director. I've also got a meeting next week with Fisnik to continue our discussion on 15/16 budget fixes, so will highlight this again and hopefully he has a solution for us.

Dawn, FYI

From: McEwan, Colin MTIC:EX
Sent: Wednesday, August 20, 2014 9:16 AM
To: Lavine, Teri MTIC:EX
Subject: RE: Potential Program Transfer

If you could put this to their CFO, that would be good, at least to give them a heads up.

Thanks,
Colin

From: Lavine, Teri MTIC:EX
Sent: Wednesday, August 20, 2014 9:04 AM
To: McEwan, Colin MTIC:EX
Subject: RE: Potential Program Transfer

Thanks.

Are you going to follow up with JTST or do you want me to talk to their CFO?

I've also got our reporting folks discussing this with Finance to see if there is a logical place for it land.

From: McEwan, Colin MTIC:EX
Sent: Wednesday, August 20, 2014 9:02 AM
To: Lavine, Teri MTIC:EX
Subject: FW: Potential Program Transfer

We should raise this with Fisnik again also.

Thanks,
Colin

From: Champion, Denise GCPE:EX
Sent: Friday, August 15, 2014 4:09 PM
To: McEwan, Colin MTIC:EX
Subject: RE: Potential Program Transfer

Okay, great! Thanks, Colin.

From: McEwan, Colin MTIC:EX
Sent: Friday, August 15, 2014 4:02 PM
To: Champion, Denise GCPE:EX
Subject: RE: Potential Program Transfer

Thanks Denise. We had flagged this to our TB analyst right after the announcement was made 😊. I will follow up with JTST though. You have a great weekend too!

Colin

From: Champion, Denise GCPE:EX
Sent: Friday, August 15, 2014 3:37 PM
To: McEwan, Colin MTIC:EX
Subject: Potential Program Transfer

Hi Colin,

Just wanted to flag this for you. As you know, responsibility for BRDO has moved to JTST with Athana. I mentioned to her that a program transfer should be initiated for 15/16 to move the budget over.

Just wanted to mention it to you as well so you could follow up with your JTST counterpart.

Have a great weekend!

Denise

Denise J. Champion

Assistant Deputy Minister
Strategic Initiatives Division
Government Communications & Public Engagement
Phone: 250 953-4685
Fax: 250 387-3534

e-mail: Denise.Champion@gov.bc.ca

Armstrong, Ashley MTIC:EX

From: Campbell, Tracy JTST:EX
Sent: Monday, October 27, 2014 1:02 PM
To: Ngo, Dawn MTIC:EX
Subject: RE: re: E-form for BRDO Transfer

Great, thx!

From: Ngo, Dawn MTIC:EX
Sent: Monday, October 27, 2014 1:01 PM
To: Campbell, Tracy JTST:EX
Subject: re: E-form for BRDO Transfer

Hi Tracy,

Just a heads up that inter-ministry transfer e-form number T002667 will be coming your way from MTIC for the transfer of BRDO to JTST, for the fiscal period starting April 1, 2015.

If you have any questions please feel free to contact me.

Thank you,
Dawn

Dawn Ngo, CPA, CGA | A/Director, Budgets & Corporate Reporting
Financial and Administrative Services Branch | Corporate Services Division
Ministry of Technology, Innovation and Citizens' Services
t: 250 356-1322

Armstrong, Ashley MTIC:EX

From: Cross, Maggie FIN:EX
Sent: Wednesday, December 3, 2014 2:36 PM
To: Fong, Kim FIN:EX
Cc: CFAS,OCG FIN:EX; Estimates, TBS FIN:EX; Clarke, Sharon L CSCD:EX; Campbell, Tracy JTST:EX; Ngo, Dawn MTIC:EX; Critchley, Carla JTST:EX
Subject: E-Form T002667 has been processed
Attachments: T002667 MTIC - JTST.pdf

Good afternoon,

E-Form **T002667** has been processed. This transfers the Board Resourcing and Development Office from MTICS to JTST and is effective April 1, 2015.

Kim – Can you please grant **B33 Jobs, Tourism and Skills Training** access to Service Line **34430 Board Resourcing and Development**. As this is an April 1 transfer there is no impact to FY15 or to SLCORE1. For **2016 SLCORE2** can you please remove the SL from **HFT46 Corporate Services** and add it to **HFK67 Board Resourcing and Development Office** (this is a new parent that needs to be created and rolled up under HEK65).

Sharon – Once you have access to SL 34430, can you please set up the cross validation rules and let me know which RC we will be using to load the budget to.

Dawn – Can you please release SL 34430 from your 2016 default rollup (if you've already created it).


If anyone has any questions regarding the above, please do not hesitate to give me a shout.

Regards,

Maggie Cross

Senior Estimates Analyst - Fiscal Planning and Estimates Branch - TBS - Finance

PH: 250-356-5489 / Cell: s.17 / Fax: 250-387-0300 / Email: [Estimates, TBS](#)

 Please consider the environment before printing this email.



Where ideas work

Inter-Ministry Program / FTE Transfer

Control No.
T002667

Name Ngo, Dawn	Phone Number (250) 356-1322	Fax Number
Client Organization Technology, Innovation and Citizens' Services	Branch Financial & Administrative Services	

TRANSFER FROM Client Organization Technology, Innovation and Citizens' Services Deputy Minister Jacobson, John BCOA Contact Name Ngo, Dawn Phone Number (250) 356-1322	TRANSFER TO Client Organization Jobs, Tourism and Skills Training Deputy Minister Mentzelopoulos, Athana BCOA Contact Name Campbell, Tracy Phone Number (250) 356-9509
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TRANSFER DETAILS Vote 41 Sub Vote / Sub Sub Vote Executive and Support Services/Corporate Services Service Line 34430	Program Name Board Resourcing and Development Office Service Line Description Board Resourcing and Development OCG Instructions - Financial Reporting and Advisory Service	Effective Date 2015/04/01 Reason for Transfer Transfer of Board Resourcing and Development Office (BRDO) to JTST as per agreement between ministries.	OIC Number
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Fiscal Year 2015				
Dollar amounts are in thousands (000) and FTEs are in whole numbers				
TRANSFER TOTALS	Current Budget Year 2014/2015 Restated	Budget 2015/2016	Budget 2016/2017	Budget 2017/2018
Fulltime Equivalent (FTEs)	4	4	4	4
Operating Expenses				
Gross	447	447	447	447
Recoveries	Minus	Minus	Minus	Minus
Sub-Total	447	447	447	447
Capital Expenditures				
Financing Transactions				
Receipts				
Disbursements	Minus	Minus	Minus	Minus
Sub-Total	0	0	0	0
Revenue				
STOBs				
Commissions				
Doubtful Accounts				

For Ministry Use Only - File Copy
Deputy Minister's Authorization

Date Signed

Audit Trail for Inter-Ministry Program / FTE Transfer T002667 for Ngo, Dawn

16 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2014/10/27 12:57:35	Ngo, Dawn (IDIR\DNNGO) Dawn.Ngo@gov.bc.ca		Saved	Ngo, Dawn Dawn.Ngo@gov.bc.ca
2014/10/27 13:02:54	Ngo, Dawn (IDIR\DNNGO) Dawn.Ngo@gov.bc.ca		Initiated	Campbell, Tracy Tracy.Campbell@gov.bc.ca
2014/10/27 13:28:05	Ngo, Dawn (IDIR\DNNGO) Dawn.Ngo@gov.bc.ca		Recalled	Ngo, Dawn Dawn.Ngo@gov.bc.ca
2014/10/27 13:32:43	Ngo, Dawn (IDIR\DNNGO) Dawn.Ngo@gov.bc.ca		Saved	Ngo, Dawn Dawn.Ngo@gov.bc.ca
2014/10/27 13:32:51	Ngo, Dawn (IDIR\DNNGO) Dawn.Ngo@gov.bc.ca		Initiated	Campbell, Tracy Tracy.Campbell@gov.bc.ca
2014/10/29 08:01:44	Campbell, Tracy (IDIR\TCAMPBEL) Tracy.Campbell@gov.bc.ca		Recommended	Jacobs, Murray M. Murray.Jacobs@gov.bc.ca
2014/11/03 09:31:46	Ngo, Dawn (IDIR\DNNGO) Dawn.Ngo@gov.bc.ca		Recalled	Ngo, Dawn Dawn.Ngo@gov.bc.ca
2014/11/03 09:34:57	Ngo, Dawn (IDIR\DNNGO) Dawn.Ngo@gov.bc.ca		Initiated	Lavine, Teri Teri.Lavine@gov.bc.ca
2014/11/04 11:02:43	Lavine, Teri (IDIR\TLAVINE) Teri.Lavine@gov.bc.ca		Approved	McEwan, Colin Colin.McEwan@gov.bc.ca
2014/11/04 11:05:15	McEwan, Colin (IDIR\CMCEWAN) Colin.McEwan@gov.bc.ca		Approved	Ngo, Dawn Dawn.Ngo@gov.bc.ca
2014/11/04 11:15:04	Ngo, Dawn (IDIR\DNNGO) Dawn.Ngo@gov.bc.ca		Forwarded	Campbell, Tracy Tracy.Campbell@gov.bc.ca
2014/11/05 09:32:16	Campbell, Tracy (IDIR\TCAMPBEL) Tracy.Campbell@gov.bc.ca		Approved	Clarke, Sharon Sharon.Clarke@gov.bc.ca
2014/11/05 09:59:48	Clarke, Sharon (IDIR\SLCLARKE) Sharon.Clarke@gov.bc.ca		Forwarded	Jacobs, Murray M. Murray.Jacobs@gov.bc.ca
2014/11/05 10:22:16	Jacobs, Murray M. (IDIR\MMJACOBS) Murray.Jacobs@gov.bc.ca		Recommended	Curtis, David C. David.Curtis@gov.bc.ca
2014/11/05 16:23:26	Curtis, David C. (IDIR\DCURTIS) David.Curtis@gov.bc.ca		Approved	Estimates, TBS FINTBSInterMinistryTransferForm@gov.b
2014/11/18 15:40:03	Dubois, Susan (IDIR\SDUBOIS) Susan.Dubois@gov.bc.ca	Estimates, TBS FINTBSInterMinistryTransferForm@gov.bc.ca	Processed	

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