

**Russell, Shannon CITZ:EX**

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 27, 2018 8:12 PM  
**To:** Fleurant, Kathleen CITZ:EX  
**Subject:** RE: FOI REQUEST: Call for Records CTZ-2018-81169 Records Due March 7, 2018  
**Attachments:** NR

Kathleen, I have attached the document that fits this request. s.13

Search time: 2 minutes

Thanks,  
Shannon

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**From:** Fleurant, Kathleen CITZ:EX  
**Sent:** Tuesday, February 27, 2018 4:35 PM  
**To:** Russell, Shannon CITZ:EX; Riley, Karl CITZ:EX; Grewal, Param CITZ:EX; Delaney-Spindler, Chelsea CITZ:EX  
**Subject:** FW: FOI REQUEST: Call for Records CTZ-2018-81169 Records Due March 7, 2018

New FOI Request – Due back to me no later than March 7.

Please include the time it took you to search for the records when responding, as well as the time it took to produce the records – if any.

Thank you,  
Kathleen

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**From:** CITZ FOI Requests CITZ:EX  
**Sent:** Tuesday, February 27, 2018 3:29 PM  
**To:** Fleurant, Kathleen CITZ:EX  
**Subject:** FOI REQUEST: Call for Records CTZ-2018-81169 Records Due March 9, 2018

Hello,

Please see details below regarding this formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA):

*A copy of the attachment - Managerial Review - Response Letter, sent by Param Grewal to Shannon Russell on October 18, 2017 at 6:03 PM, subject line: FW: Request for Review: BC PNP File. Date Format is MM/DD/YYYY*

The records, completed call for records and harms are due back by **March 9, 2018**.

Applicant Type: Political Party  
Records Due: March 9, 2018  
Legislated Due Date: April 9, 2018  
IAO Contact: Toyoko Doyle

Please send your responses to [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) so that I can send a co-ordinated response back to IAO.

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

If search and retrieval time is anticipated to exceed 3 hours and/or the total volume of records exceeds 200 pages, complete **only** Sections 1 & 2 of the Call for Records Form as we may be in a position to issue a fee estimate. Then, return the form to your Information & Privacy Coordinator (IPC) as by the Fee Estimate Due date noted above. Please await further instruction from the IPC as the records will not be required until the fee estimate process has been completed. Once fees have been paid or waived, The IPC will contact you to continue the call for records process. The IPC will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via eApprovals with the completed form.

You should be aware that FOIPPA obligates us to assist the applicant and to respond without delay, openly, accurately, and completely. In the event that the ministry must defend the adequacy of its search to the Information and Privacy Commissioner at Inquiry, those involved in searching for records may be required to sign affidavits confirming they have conducted an adequate search for relevant records.

Please do not hesitate to contact the IPC to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- any other questions or concerns relating to this request.

If you have any questions please let me know,

Jennifer Peddle, MSc | Information and Privacy Coordinator | Deputy Minister's Office | Ministry of Citizens' Services  
Ph: 250 387-2675 | e: [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) | m: PO Box 9440, Stn Prov Govt, Victoria, BC V8W 9V3

**Russell, Shannon CITZ:EX**

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 27, 2018 8:10 PM  
**To:** Fleurant, Kathleen CITZ:EX  
**Subject:** RE: FOI REQUEST: Call for Records CTZ-2018-81127 Records Due March 5, 2018

Hi – I have no records that match this request.

Thanks,  
Shannon

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**From:** Fleurant, Kathleen CITZ:EX  
**Sent:** Tuesday, February 27, 2018 4:39 PM  
**To:** Russell, Shannon CITZ:EX; Riley, Karl CITZ:EX; Grewal, Param CITZ:EX; Delaney-Spindler, Chelsea CITZ:EX  
**Subject:** FW: FOI REQUEST: Call for Records CTZ-2018-81127 Records Due March 5, 2018

New FOI Request – Due back to me no later than March 5.

Please include the time it took you to search for the records when responding, as well as the time it took to produce the records – if any.

Thank you,  
Kathleen

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**From:** CITZ FOI Requests CITZ:EX  
**Sent:** Tuesday, February 27, 2018 3:36 PM  
**To:** Fleurant, Kathleen CITZ:EX  
**Subject:** FOI REQUEST: Call for Records CTZ-2018-81127 Records Due March 8, 2018

Hello,

Please see details below regarding this formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA):

*A copy of the email sent on July 28, 2017 to Minister Jinny Sims from Lauren Mulholland with the subject: As Requested Ministry KMs.*

The records, completed call for records and harms are due back by **March 8, 2018**.

Applicant Type: Political Party  
Records Due: March 8, 2018  
Legislated Due Date: April 6, 2018  
IAO Contact: Sarah Chan

Please send your responses to [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) so that I can send a co-ordinated response back to IAO.

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

If search and retrieval time is anticipated to exceed 3 hours and/or the total volume of records exceeds 200 pages, complete **only** Sections 1 & 2 of the Call for Records Form as we may be in a position to issue a fee estimate. Then, return the form to your Information & Privacy Coordinator (IPC) as by the Fee Estimate Due date noted above. Please await further instruction from the IPC as the records will not be required until the fee estimate process has been completed. Once fees have been paid or waived, The IPC will contact you to continue the call for records process. The IPC will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via eApprovals with the completed form.

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Please do not hesitate to contact the IPC to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- any other questions or concerns relating to this request.

If you have any questions please let me know,

Jennifer Peddle, MSc | Information and Privacy Coordinator | Deputy Minister's Office | Ministry of Citizens' Services  
Ph: 250 387-2675 | e: [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) | m: PO Box 9440, Stn Prov Govt, Victoria, BC V8W 9V3



## Russell, Shannon CITZ:EX

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 27, 2018 8:09 PM  
**To:** Fleurant, Kathleen CITZ:EX; Riley, Karl CITZ:EX; Grewal, Param CITZ:EX; Delaney-Spindler, Chelsea CITZ:EX  
**Subject:** RE: FOI REQUEST: Call for Records CTZ-2018-81275 Records Due March 12, 2018

Hi – I have no records that match this request. Note that I was not at CITZ during this time period.

Thanks,  
Shannon

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**From:** Fleurant, Kathleen CITZ:EX  
**Sent:** Tuesday, February 27, 2018 4:41 PM  
**To:** Russell, Shannon CITZ:EX; Riley, Karl CITZ:EX; Grewal, Param CITZ:EX; Delaney-Spindler, Chelsea CITZ:EX  
**Subject:** FW: FOI REQUEST: Call for Records CTZ-2018-81275 Records Due March 12, 2018

New FOI Request – Due back to me no later than March 9.

Please include the time it took you to search for the records when responding, as well as the time it took to produce the records – if any.

Thank you,  
Kathleen

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**From:** CITZ FOI Requests CITZ:EX  
**Sent:** Tuesday, February 27, 2018 3:44 PM  
**To:** Fleurant, Kathleen CITZ:EX  
**Subject:** FOI REQUEST: Call for Records CTZ-2018-81275 Records Due March 12, 2018

Hello,

Please see details below regarding this formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA):

*Scanned images of all pages in all notebooks used by the Minister's Ministerial Assistant, where that position exists and was staffed during the time period. (Date Range for Record Search: From 07/18/2017 To 07/31/2017) Date Format is MM/DD/YYYY*

The records, completed call for records and harms are due back by **March 12, 2018**.

Applicant Type: Political Party  
Cross Government Number: XGR-2018-81176  
Request also directed to: All Ministries and the Office of the Premier  
Records Due: March 12, 2018  
Legislated Due Date: April 6, 2018  
IAO Contact: Chelsea Fern

Please send your responses to [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) so that I can send a co-ordinated response back to IAO.

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

If search and retrieval time is anticipated to exceed 3 hours and/or the total volume of records exceeds 200 pages, complete **only** Sections 1 & 2 of the Call for Records Form as we may be in a position to issue a fee estimate. Then, return the form to your Information & Privacy Coordinator (IPC) as by the Fee Estimate Due date noted above. Please await further instruction from the IPC as the records will not be required until the fee estimate process has been completed. Once fees have been paid or waived, The IPC will contact you to continue the call for records process. The IPC will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via eApprovals with the completed form.

You should be aware that FOIPPA obligates us to assist the applicant and to respond without delay, openly, accurately, and completely. In the event that the ministry must defend the adequacy of its search to the Information and Privacy Commissioner at Inquiry, those involved in searching for records may be required to sign affidavits confirming they have conducted an adequate search for relevant records.

Please do not hesitate to contact the IPC to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- any other questions or concerns relating to this request.

If you have any questions please let me know,

Jennifer Peddle, MSc | Information and Privacy Coordinator | Deputy Minister's Office | Ministry of Citizens' Services  
Ph: 250 387-2675 | e: [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) | m: PO Box 9440, Stn Prov Govt, Victoria, BC V8W 9V3

## Russell, Shannon CITZ:EX

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 27, 2018 8:06 PM  
**To:** Fleurant, Kathleen CITZ:EX; Riley, Karl CITZ:EX; Grewal, Param CITZ:EX; Delaney-Spindler, Chelsea CITZ:EX  
**Subject:** RE: FOI REQUEST: Call for Records CTZ-2018-81316 Records Due March 10, 2018

Hi Kathleen,

s.13

s.22

Thanks,  
Shannon

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**From:** Fleurant, Kathleen CITZ:EX  
**Sent:** Tuesday, February 27, 2018 4:47 PM  
**To:** Russell, Shannon CITZ:EX; Riley, Karl CITZ:EX; Grewal, Param CITZ:EX; Delaney-Spindler, Chelsea CITZ:EX  
**Subject:** FW: FOI REQUEST: Call for Records CTZ-2018-81316 Records Due March 10, 2018

New FOI Request – Due back to me no later than March 10.

Please include the time it took you to search for the records when responding, as well as the time it took to produce the records – if any.

Thank you,  
Kathleen

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**From:** CITZ FOI Requests CITZ:EX  
**Sent:** Tuesday, February 27, 2018 4:19 PM  
**To:** Fleurant, Kathleen CITZ:EX  
**Subject:** FOI REQUEST: Call for Records CTZ-2018-81316 Records Due March 13, 2018

Hello,

Please see details below regarding this formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA):

s.22

All emails sent to or received from \_\_\_\_\_ including **cc's and bcc's**. (Date Range for Record Search: From 07/18/2017 To 02/22/2018) Date Format is MM/DD/YYYY

The records, completed call for records and harms are due back by **March 13, 2018**.

Applicant Type: Political Party  
Records Due: March 13, 2018  
Legislated Due Date: April 9, 2018  
IAO Contact: David Trudel

Please send your responses to [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) so that I can send a co-ordinated response back to IAO.

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

If search and retrieval time is anticipated to exceed 3 hours and/or the total volume of records exceeds 200 pages, complete **only** Sections 1 & 2 of the Call for Records Form as we may be in a position to issue a fee estimate. Then, return the form to your Information & Privacy Coordinator (IPC) as by the Fee Estimate Due date noted above. Please await further instruction from the IPC as the records will not be required until the fee estimate process has been completed. Once fees have been paid or waived, The IPC will contact you to continue the call for records process. The IPC will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via eApprovals with the completed form.

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Please do not hesitate to contact the IPC to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- any other questions or concerns relating to this request.

If you have any questions please let me know,

Jennifer Peddle, MSc | Information and Privacy Coordinator | Deputy Minister's Office | Ministry of Citizens' Services  
Ph: 250 387-2675 | e: [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) | m: PO Box 9440, Stn Prov Govt, Victoria, BC V8W 9V3

## Russell, Shannon CITZ:EX

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 27, 2018 10:44 AM  
**To:** Whittier, Joanne GCPE:EX; Riley, Karl CITZ:EX  
**Cc:** Rorison, Trish GCPE:EX; Ingram, Ben GCPE:EX; Zaharia, Sarah GCPE:EX; Machell, Aileen GCPE:EX  
**Subject:** RE: For MO approval - media request: Vancouver Courier

This is fine, thanks Jo.

Shannon

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**From:** Whittier, Joanne GCPE:EX  
**Sent:** Tuesday, February 27, 2018 9:20 AM  
**To:** Russell, Shannon CITZ:EX; Riley, Karl CITZ:EX  
**Cc:** Rorison, Trish GCPE:EX; Ingram, Ben GCPE:EX; Zaharia, Sarah GCPE:EX; Machell, Aileen GCPE:EX  
**Subject:** For MO approval - media request: Vancouver Courier

### Reporter

Jessica Kerr, Reporter  
Vancouver Courier  
[jkerr@vancourier.com](mailto:jkerr@vancourier.com)  
604-630-3549

**Deadline** Tuesday, February 27, 2018 12:00 PM

### Request

Reporter would like background information in response to the following questions:

Of the 9,000 to 10,000 FOI requests processed each year, are all these processed by government or does this number include the other public bodies covered by FOIPAA?

Can you provide some examples of FOI requests that are more frequently requested than others?

### Response

Of the 9,000 to 10,000 FOI requests processed each year, are all these processed by government or does this number include the other public bodies covered by FOIPAA?

- This is only the FOI requests processed by government – not other public bodies. To put it in perspective, this amount is larger than what the governments of Alberta, Saskatchewan and Manitoba deal with combined.
- This does not include the FOI requests received by entities like schools boards, post-secondary institutions, ICBC, BCLC, BC Hydro and other public bodies beyond the B.C. government.

Can you provide some examples of FOI requests that are more frequently requested than others?

- Approximately half of the requests government receives are for individuals' own personal information and include topics such as adoption records, income assistance and incarceration records.

- The other half are general requests, which include many FOIs from members of the media. Commonly requested records include briefing notes, investigations, audit reports, calendars, and policy discussions.
- It should also be noted that FOI requests can follow high profile events, such as the busy wildfire season the province experienced last summer. Events like these can result in a 'surge' of requests from media, businesses, lawyer or individuals.
- For more information on this, you can find descriptions for all access requests on the [FOI data set](#) on DataBC.

## Russell, Shannon CITZ:EX

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 26, 2018 6:42 PM  
**To:** Fleurant, Kathleen CITZ:EX  
**Subject:** GovConnect BC Speech  
**Attachments:** 2017-12-05 GovConnect BC - SPEECH.pdf

Her speech is attached. Please advise the requester that this was her written speech which was not exactly as delivered.

Thanks,  
Shannon

Shannon Russell  
Senior Ministerial Assistant to Jinny Sims  
Minister of Citizens' Services  
[Shannon.Russell@gov.bc.ca](mailto:Shannon.Russell@gov.bc.ca) / 250-387-9699

## **Russell, Shannon CITZ:EX**

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 26, 2018 2:28 PM  
**To:** Parte, Maura PSA:EX  
**Subject:** RE: Follow up re: s.22

Thanks Maura,

No, she's not seeking leave so I'll just get her to keep me posted. Just wasn't sure about protocol in case things don't progress well for her.

Thanks,  
Shannon

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**From:** Parte, Maura PSA:EX  
**Sent:** Monday, February 26, 2018 2:11 PM  
**To:** Russell, Shannon CITZ:EX  
**Subject:** RE: Follow up re: s.22

Hi Shannon,

It doesn't appear that her injuries are preventing her from carrying out her job duties.

I think it's appropriate to inform the Assembly so they can deal with the area but unless she is making a leave claim there is no further action required.

Is she seeking leave?

Maura

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**From:** Russell, Shannon CITZ:EX  
**Sent:** Monday, February 26, 2018 2:08 PM  
**To:** Parte, Maura PSA:EX s.22  
**Subject:** FW: Follow up re:  
**Importance:** High

Hi Maura,

Further to my note earlier this morning on s.22 today. Let me know how I should proceed with this.

, here is her follow-up note on how she's doing

Thanks,  
Shannon

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**From:** s.22  
**Sent:** Monday, February 26, 2018 9:38 AM  
**To:** Russell, Shannon CITZ:EX  
**Subject:** Follow up re: s.22

Hi Shannon,





## Russell, Shannon CITZ:EX

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 23, 2018 12:53 PM  
**To:** Lindsay-Baugh, Anna MMHA:EX; Thumath, Meaghan MMHA:EX; Liens, Raymond MMHA:EX; Wade, Debbie MMHA:EX; Rollheiser, Kate MMHA:EX  
**Subject:** RE: Call for Records MHA-2018-81090 - Due March 7

Hi Anna,

I have no records that match this request.

Thanks,  
Shannon

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**From:** Lindsay-Baugh, Anna MMHA:EX  
**Sent:** Friday, February 23, 2018 12:33 PM  
**To:** Thumath, Meaghan MMHA:EX; Liens, Raymond MMHA:EX; Wade, Debbie MMHA:EX; Rollheiser, Kate MMHA:EX; Russell, Shannon CITZ:EX  
**Subject:** FW: Call for Records MHA-2018-81090 - Due March 7

Hi folks,

Please see below request and get back to me by Friday March 3<sup>rd</sup>.

Thank you!

Sincerely,  
Anna

**Anna Lindsay-Baugh**  
Ministerial Assistant to the  
Honourable Judy Darcy  
Minister of Mental Health and Addictions  
Room 346 Parliament Buildings  
C: 778-677-4091 | [anna.lindsaybaugh@gov.bc.ca](mailto:anna.lindsaybaugh@gov.bc.ca)

**WARNING - CONFIDENTIALITY NOTICE:** This email is intended only for the use of the individual or organization to whom it is addressed. It may contain information that is privileged or confidential. Any distribution, disclosure, copying, or other use by anyone else is strictly prohibited. If you have received this email in error, please telephone or email the sender immediately and delete the message without making any copies.

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**From:** HLTH FOI Operations HLTH:EX  
**Sent:** Friday, February 23, 2018 12:31 PM  
**To:** Lindsay-Baugh, Anna MMHA:EX; Casanova, Tamara MMHA:EX  
**Cc:** Thumath, Meaghan MMHA:EX; Wade, Debbie MMHA:EX; Clifford, Kate MMHA:EX; MMHA Documents Coordinator

HLTH:EX; FOI Health Education CITZ:EX; HLTH FOI Operations HLTH:EX  
**Subject:** NEW: Call for Records MHA-2018-81090 - Due March 7

Hi Anna, Tamara,

**\*\*\* Please review the details and advise ASAP if any other division/area should also receive this request or if it needs to be redirected. \*\*\***

Please find attached the Call for Records for FOI request described below. Laura Cameron is the IAO analyst.

**Applicant type:** Political Party

**Request Details:** For the Minister, DM, ADM, and their staff: All mentions of Desmog/DeSmog Blog, including communication with Desmog.ca staff. X-GOV request

**Date Range for Record Search:** From 07/18/2017 To 02/20/2018

Please provide Laura at [FOI.Health.Education@gov.bc.ca](mailto:FOI.Health.Education@gov.bc.ca) with one clean copy and one marked copy indicating specific harms recommendations – with a cc to the Health FOI Inbox [HLTH.FOIOperations@gov.bc.ca](mailto:HLTH.FOIOperations@gov.bc.ca).

The completed CFR and records (with harms) are due by **March 7**

Tks, Patty

Patty Currie, FOI Operations  
Ministry of Health, 250 952 3276  
[HLTH.FOIOperations@gov.bc.ca](mailto:HLTH.FOIOperations@gov.bc.ca)

**From:** Joyce, Sasha [<mailto:FOI.Health.Education@gov.bc.ca>]  
**Sent:** Wednesday, February 21, 2018 11:45 AM  
**To:** HLTH FOI Operations HLTH:EX  
**Subject:** Call for Records MHA-2018-81090 Due March 7, 2018

Hello

Please find attached a formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA). Your analyst for the attached request will be Laura Cameron.

**Please send the records to [FOI.Health.Education@gov.bc.ca](mailto:FOI.Health.Education@gov.bc.ca) by March 7, 2018.**

**Request Due Date: April 5, 2018**

You should be aware that FOIPPA obligates us to assist the applicant and to respond without delay, openly, accurately, and completely. In the event that the ministry must defend the adequacy of its search to the Information and Privacy Commissioner at Inquiry, those involved in searching for records may be required to sign affidavits to prove that they have conducted an adequate search for relevant records.

Please do not hesitate to contact your analyst to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- whether staff would be available to discuss the request with the applicant, if the applicant is agreeable;
- ways in which an applicant may want to narrow/focus their request to reduce potential fees; and/or
- any other questions or concerns relating to this request.

Thank you,

Sasha Joyce, FOI Analyst  
Health / Education Team  
Information Access Operations

**Russell, Shannon CITZ:EX**

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 23, 2018 8:09 AM  
**To:** Fleurant, Kathleen CITZ:EX  
**Subject:** RE: FOI REQUEST: Call for Records CTZ-2018-80899 Due March 1, 2018

I have not records related to this request. FYI I was not in this ministry during this time period.

Search time: 5 minutes

Thanks,  
Shannon

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**From:** Fleurant, Kathleen CITZ:EX  
**Sent:** Friday, February 16, 2018 5:08 PM  
**To:** Russell, Shannon CITZ:EX; Riley, Karl CITZ:EX; Grewal, Param CITZ:EX  
**Subject:** FW: FOI REQUEST: Call for Records CTZ-2018-80899 Due March 1, 2018

New FOI Request – Due March 1<sup>st</sup>

Please include time it took to search for documents when replying.

Thank you,  
K

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**From:** CITZ FOI Requests CITZ:EX  
**Sent:** Friday, February 16, 2018 5:01 PM  
**To:** Fleurant, Kathleen CITZ:EX  
**Cc:** Cook, Jeannette CITZ:EX  
**Subject:** FOI REQUEST: Call for Records CTZ-2018-80899 Due March 1, 2018

Hello,

Please see details below regarding this formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA):

*All communication between Adam Olsen and the Minister or their staff. (Date Range for Record Search: From 08/01/2017 To 08/31/2017) Date Format is MM/DD/YYYY*

**Interpretation note from IAO:** "their staff" includes only MO staff (MAs and other staff in the MO during the time frame - not loaned help). Records search should only include formal MO staff.

The records, completed call for records and harms are due back by **March 1, 2018**.

Applicant Type: Political Party  
Cross Government Number: XGR-2018-80849  
Request also directed to: All ministries and OOP  
Records Due: March 1, 2018

Legislated Due Date: March 26, 2018  
IAO Contact: Neal Yonson

Please send your responses to [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) so that I can send a co-ordinated response back to IAO.

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

If search and retrieval time is anticipated to exceed 3 hours and/or the total volume of records exceeds 200 pages, complete **only** Sections 1 & 2 of the Call for Records Form as we may be in a position to issue a fee estimate. Then, return the form to your Information & Privacy Coordinator (IPC) as by the Fee Estimate Due date noted above. Please await further instruction from the IPC as the records will not be required until the fee estimate process has been completed. Once fees have been paid or waived, The IPC will contact you to continue the call for records process. The IPC will advise you if the request is abandoned and closed.

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- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- any other questions or concerns relating to this request.

If you have any questions please let me know,

Jennifer Peddle, MSc | Information and Privacy Coordinator | Deputy Minister's Office | Ministry of Citizens' Services  
Ph: 250 387-2675 | e: [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) | m: PO Box 9440, Stn Prov Govt, Victoria, BC V8W 9V3

## Russell, Shannon CITZ:EX

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 22, 2018 3:46 PM  
**To:** Grewal, Param CITZ:EX  
**Subject:** FW: FOI REQUEST: Call for Records CTZ-2018-80707 Records Due February 22, 2018  
**Attachments:** Integrated Call for Records Form.pdf  
  
**Importance:** High

And the third one that is due today. Please respond right away.

Thanks,  
Shannon

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**From:** Fleurant, Kathleen CITZ:EX  
**Sent:** Friday, February 9, 2018 8:43 AM  
**To:** Russell, Shannon CITZ:EX; Riley, Karl CITZ:EX; Grewal, Param CITZ:EX  
**Subject:** FW: FOI REQUEST: Call for Records CTZ-2018-80707 Records Due February 22, 2018

New FOI Request – due Feb 22, 2018.

Please include time it took to search when responding to this email.

Thank you,  
K

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**From:** CITZ FOI Requests CITZ:EX  
**Sent:** Thursday, February 8, 2018 5:47 PM  
**To:** Fleurant, Kathleen CITZ:EX  
**Subject:** FOI REQUEST: Call for Records CTZ-2018-80707 Records Due February 22, 2018

Hello Kathleen,

Please find below an FOI request, with attached Call for records form.

The records, completed call for records and harms are due back by February 22, 2018.

*All communication between Sonia Furstenau and the Minister or the staff of the Minister's Office. (Date Range for Record Search: From 08/01/2017 To 08/31/2017) Date Format is MM/DD/YYYY*

Applicant Type: Political Party  
Cross Government Number: XGR-2018-80676  
Request also directed to: multiple areas  
Records Due: February 22, 2018  
Legislated Due Date: March 19, 2018  
IAO Contact: Chelsea Fern

Please send your responses to [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) so that I can send a co-ordinated response back to IAO.

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

If search and retrieval time is anticipated to exceed 3 hours and/or the total volume of records exceeds 200 pages, complete **only** Sections 1 & 2 of the Call for Records Form as we may be in a position to issue a fee estimate. Then, return the form to your Information & Privacy Coordinator (IPC) as by the Fee Estimate Due date noted above. Please await further instruction from the IPC as the records will not be required until the fee estimate process has been completed. Once fees have been paid or waived, The IPC will contact you to continue the call for records process. The IPC will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via eApprovals with the completed form.

You should be aware that FOIPPA obligates us to assist the applicant and to respond without delay, openly, accurately, and completely. In the event that the ministry must defend the adequacy of its search to the Information and Privacy Commissioner at Inquiry, those involved in searching for records may be required to sign affidavits confirming they have conducted an adequate search for relevant records.

Please do not hesitate to contact the IPC to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- any other questions or concerns relating to this request.

If you have any questions please let me know,

Jennifer Peddle, MSc | Information and Privacy Coordinator | Deputy Minister's Office | Ministry of Citizens' Services  
Ph: 250 387-2675 | e: [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) | m: PO Box 9440, Stn Prov Govt, Victoria, BC V8W 9V3



## Russell, Shannon CITZ:EX

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 22, 2018 3:46 PM  
**To:** Grewal, Param CITZ:EX  
**Subject:** URGENT FW: FOI REQUEST: Call for Records CTZ-2018-80739 Records Due February 22, 2018  
**Attachments:** Integrated Call for Records Form.pdf  
**Importance:** High

Another one that needs a response today!

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**From:** Fleurant, Kathleen CITZ:EX  
**Sent:** Friday, February 9, 2018 8:26 AM  
**To:** Russell, Shannon CITZ:EX; Riley, Karl CITZ:EX; Grewal, Param CITZ:EX  
**Subject:** FW: FOI REQUEST: Call for Records CTZ-2018-80739 Records Due February 22, 2018

New FOI – due by Feb 22. When responding please include the time it took to search.

---

**From:** CITZ FOI Requests CITZ:EX  
**Sent:** Thursday, February 8, 2018 5:42 PM  
**To:** Fleurant, Kathleen CITZ:EX  
**Subject:** FOI REQUEST: Call for Records CTZ-2018-80739 Records Due February 22, 2018

Hello Kathleen,

Please find below an FOI request, with attached Call for records form.

The records, completed call for records and harms are due back by February 22, 2018.

*All emails between Leadnow (@leadnow.ca) and the Minister or the staff of the Minister's Office; All emails sent from the Minister or the staff of the Minister's Office that mention "Leadnow". (Date Range for Record Search: From 07/18/2017 To 02/06/2018) Date Format is MM/DD/YYYY*

Applicant Type: Political Party  
Cross Government Number: XGR-2018-80679  
Request also directed to: multiple areas  
Records Due: February 22, 2018  
Legislated Due Date: March 21, 2018  
IAO Contact: Peggy King

Please send your responses to [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) so that I can send a co-ordinated response back to IAO.

### **Fee estimate instructions: (see CFR form for fee calculation information and due date)**

If search and retrieval time is anticipated to exceed 3 hours and/or the total volume of records exceeds 200 pages, complete **only** Sections 1 & 2 of the Call for Records Form as we may be in a

position to issue a fee estimate. Then, return the form to your Information & Privacy Coordinator (IPC) as by the Fee Estimate Due date noted above. Please await further instruction from the IPC as the records will not be required until the fee estimate process has been completed. Once fees have been paid or waived, The IPC will contact you to continue the call for records process. The IPC will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via eApprovals with the completed form.

You should be aware that FOIPPA obligates us to assist the applicant and to respond without delay, openly, accurately, and completely. In the event that the ministry must defend the adequacy of its search to the Information and Privacy Commissioner at Inquiry, those involved in searching for records may be required to sign affidavits confirming they have conducted an adequate search for relevant records.

Please do not hesitate to contact the IPC to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- any other questions or concerns relating to this request.

If you have any questions please let me know,

Jennifer Peddle, MSc | Information and Privacy Coordinator | Deputy Minister's Office | Ministry of Citizens' Services  
Ph: 250 387-2675 | e: [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) | m: PO Box 9440, Stn Prov Govt, Victoria, BC V8W 9V3

## Russell, Shannon CITZ:EX

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 22, 2018 3:45 PM  
**To:** Grewal, Param CITZ:EX  
**Subject:** URGENT FW: FOI REQUEST: Call for Records CTZ-2018-80686 Records Due February 22, 2018  
**Attachments:** Integrated Call for Records Form.pdf  
**Importance:** High

Param – please respond to this FOI request right away.

Thanks,  
Shannon

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**From:** Fleurant, Kathleen CITZ:EX  
**Sent:** Friday, February 9, 2018 8:39 AM  
**To:** Russell, Shannon CITZ:EX; Riley, Karl CITZ:EX; Grewal, Param CITZ:EX  
**Subject:** FW: FOI REQUEST: Call for Records CTZ-2018-80686 Records Due February 22, 2018

New FOI Request – due Feb 22. Please include search time when responding to this email.

Thank you,  
K

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**From:** CITZ FOI Requests CITZ:EX  
**Sent:** Thursday, February 8, 2018 5:45 PM  
**To:** Fleurant, Kathleen CITZ:EX  
**Subject:** FOI REQUEST: Call for Records CTZ-2018-80686 Records Due February 22, 2018

Hello Kathleen,

Please find below an FOI request, with attached Call for records form.

The records, completed call for records and harms are due back by February 22, 2018.

*All emails sent from the Minister, Executive Assistant, Ministerial Assistant, or Senior Ministerial Assistant, that mention the Leap Manifesto. (Date Range for Record Search: From 07/18/2017 To 02/02/2018) Date Format is MM/DD/YYYY*

Applicant Type: Political Party  
Cross Government Number: XGR-2018-80672  
Request also directed to: multiple areas  
Records Due: February 22, 2018  
Legislated Due Date: March 19, 2018  
IAO Contact: Neal Yonson

Please send your responses to [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) so that I can send a co-ordinated response back to IAO.

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

If search and retrieval time is anticipated to exceed 3 hours and/or the total volume of records exceeds 200 pages, complete **only** Sections 1 & 2 of the Call for Records Form as we may be in a position to issue a fee estimate. Then, return the form to your Information & Privacy Coordinator (IPC) as by the Fee Estimate Due date noted above. Please await further instruction from the IPC as the records will not be required until the fee estimate process has been completed. Once fees have been paid or waived, The IPC will contact you to continue the call for records process. The IPC will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via eApprovals with the completed form.

You should be aware that FOIPPA obligates us to assist the applicant and to respond without delay, openly, accurately, and completely. In the event that the ministry must defend the adequacy of its search to the Information and Privacy Commissioner at Inquiry, those involved in searching for records may be required to sign affidavits confirming they have conducted an adequate search for relevant records.

Please do not hesitate to contact the IPC to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- any other questions or concerns relating to this request.

If you have any questions please let me know,

Jennifer Peddle, MSc | Information and Privacy Coordinator | Deputy Minister's Office | Ministry of Citizens' Services  
Ph: 250 387-2675 | e: [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) | m: PO Box 9440, Stn Prov Govt, Victoria, BC V8W 9V3

## Russell, Shannon CITZ:EX

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 22, 2018 2:47 PM  
**To:** Lindsay-Baugh, Anna MMHA:EX; Thumath, Meaghan MMHA:EX; Liens, Raymond MMHA:EX; Wade, Debbie MMHA:EX; Rollheiser, Kate MMHA:EX  
**Subject:** RE: Call for Records MHA-2018-80749 - Due February 23

Hi Anna,

I have no records that fit this request.

Thanks,  
Shannon

Shannon Russell  
Senior Ministerial Assistant to Jinny Sims  
Minister of Citizens' Services  
[Shannon.Russell@gov.bc.ca](mailto:Shannon.Russell@gov.bc.ca) | 250-387-9699

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**From:** Lindsay-Baugh, Anna MMHA:EX  
**Sent:** Wednesday, February 21, 2018 6:50 PM  
**To:** Russell, Shannon CITZ:EX; Thumath, Meaghan MMHA:EX; Liens, Raymond MMHA:EX; Wade, Debbie MMHA:EX; Rollheiser, Kate MMHA:EX  
**Subject:** FW: Call for Records MHA-2018-80749 - Due February 23  
**Importance:** High

Sorry folks for the last minute request on this one. Please get back to me by the morning of February 23<sup>rd</sup> so I can get this in right away.

Shannon—just looking in the time period you worked in this office. Thank you!

Thank you all! Much appreciated.

Sincerely,  
Anna

Anna Lindsay-Baugh  
Ministerial Assistant to the  
Honourable Judy Darcy  
Minister of Mental Health and Addictions  
Room 346 Parliament Buildings  
C: 778-677-4091 | [anna.lindsaybaugh@gov.bc.ca](mailto:anna.lindsaybaugh@gov.bc.ca)

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**From:** HLTH FOI Operations HLTH:EX  
**Sent:** Friday, February 9, 2018 2:44 PM  
**To:** Lindsay-Baugh, Anna MMHA:EX  
**Cc:** Thumath, Meaghan MMHA:EX; Wade, Debbie MMHA:EX; FOI Health Education CITZ:EX; HLTH FOI Operations HLTH:EX  
**Subject:** NEW: Call for Records MHA-2018-80749 - Due February 23

Hi Anna,

Please find attached the Call for Records for FOI request described below. Laura Cameron is the IAO analyst.

**Applicant type:** Political Party

**Request Details:** All emails between Leadnow (@leadnow.ca) and the Minister or the staff of the Minister's Office; All emails sent from the Minister or the staff of the Minister's Office that mention Leadnow. X-GOV request

**Date Range for Record Search:** From 07/18/2017 To 02/06/2018

Please provide Laura at [FOI.Health.Education@gov.bc.ca](mailto:FOI.Health.Education@gov.bc.ca) with one clean copy and one marked copy indicating specific harms recommendations – with a cc to the Health FOI Inbox [HLTH.FOIOperations@gov.bc.ca](mailto:HLTH.FOIOperations@gov.bc.ca).

Completed CFR and records with harms (or no records response) are **due to IAO by February 23**

Thanks, Patty

Patty Currie, FOI Operations  
Ministry of Health, 250 952 3276  
[HLTH.FOIOperations@gov.bc.ca](mailto:HLTH.FOIOperations@gov.bc.ca)

**From:** Joyce, Sasha [<mailto:FOI.Health.Education@gov.bc.ca>]  
**Sent:** Thursday, February 8, 2018 9:52 AM  
**To:** HLTH FOI Operations HLTH:EX  
**Subject:** Call for Records MHA-2018-80749 Due February 23, 2018

Hello

Please find attached a formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA). Your analyst for the attached request will be Laura Cameron

**Please send the records to [FOI.Health.Education@gov.bc.ca](mailto:FOI.Health.Education@gov.bc.ca) by February 23, 2018.**

**Request Due Date: March 21, 2018**

You should be aware that FOIPPA obligates us to assist the applicant and to respond without delay, openly, accurately, and completely. In the event that the ministry must defend the adequacy of its search to the Information and Privacy Commissioner at Inquiry, those involved in searching for records may be required to

sign affidavits to prove that they have conducted an adequate search for relevant records.

Please do not hesitate to contact your analyst to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- whether staff would be available to discuss the request with the applicant, if the applicant is agreeable;
- ways in which an applicant may want to narrow/focus their request to reduce potential fees; and/or
- any other questions or concerns relating to this request.

Thank you,

Sasha Joyce, FOI Analyst  
Health / Education Team  
Information Access Operations

## Russell, Shannon CITZ:EX

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 22, 2018 2:31 PM  
**To:** FIN FSA MIN OFF FIN:EX  
**Cc:** Fleurant, Kathleen CITZ:EX  
**Subject:** FW: BANK OF MONTREAL (MASTERCARD) KFLEURANT<sup>s.17</sup> 03DEC17 \$3,223.27  
**Attachments:** KFLEURANT<sup>s.17</sup> 03DEC17.xlsx; K.Fleurant -<sup>s.17</sup> - 3-Dec-17 Statement Backup Invoices.pdf

**Importance:** High

Approved.

Thanks,  
Shannon

Shannon Russell  
Senior Ministerial Assistant to Jinny Sims  
Minister of Citizens' Services  
[Shannon.Russell@gov.bc.ca](mailto:Shannon.Russell@gov.bc.ca) / 250-387-9699

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**From:** Fleurant, Kathleen CITZ:EX  
**Sent:** Wednesday, February 21, 2018 6:28 PM  
**To:** Russell, Shannon CITZ:EX  
**Subject:** BANK OF MONTREAL (MASTERCARD) KFLEURANT<sup>s.17</sup> 03DEC17 \$3,223.27  
**Importance:** High

The attached register package is complete, with register (all descriptions, account coding and taxes entered), receipts and forms attached.

Please forward your approval, along with the transaction package to accounts payable for Oracle entry.

Hi Shannon,

Here is my December P-Card reconciliation for your review. To approve simply forward to [FINFSAMINOFF@gov.bc.ca](mailto:FINFSAMINOFF@gov.bc.ca).

Thanks,

Kathleen



## Russell, Shannon CITZ:EX

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 22, 2018 2:00 PM  
**To:** Lindsay-Baugh, Anna MMHA:EX; Wade, Debbie MMHA:EX  
**Subject:** RE: Call for Records MHA-2018-80909 - Due February 28

Hi Anna,

I have no records that fit this request.

Thanks,  
Shannon

**Shannon Russell**  
*Senior Ministerial Assistant to Jinny Sims*  
*Minister of Citizens' Services*  
[Shannon.Russell@gov.bc.ca](mailto:Shannon.Russell@gov.bc.ca) | 250-387-9699

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**From:** Lindsay-Baugh, Anna MMHA:EX  
**Sent:** Thursday, February 22, 2018 12:20 PM  
**To:** Wade, Debbie MMHA:EX; Russell, Shannon CITZ:EX  
**Subject:** FW: Call for Records MHA-2018-80909 - Due February 28

Another request. Thank you! Please get back to me by Tuesday February 27.

Much appreciated!

Anna

---

**From:** HLTH FOI Operations HLTH:EX  
**Sent:** Friday, February 16, 2018 1:59 PM  
**To:** Lindsay-Baugh, Anna MMHA:EX  
**Cc:** Thumath, Meaghan MMHA:EX; FOI Health Education CITZ:EX; HLTH FOI Operations HLTH:EX  
**Subject:** NEW: Call for Records MHA-2018-80909 - Due February 28

Hi Anna,

Please find attached the Call for Records for FOI request described below. Marilyn Vause is the IAO analyst.

**Applicant type:** Political Party

**Request Details:** All communication between Adam Olsen and the Minister or their staff. X-GOV request

**Date Range for Record Search:** From 08/01/2017 To 08/31/2017

Please provide Marilyn at [FOI.Health.Education@gov.bc.ca](mailto:FOI.Health.Education@gov.bc.ca) with one clean copy and one marked copy indicating specific harms recommendations – with a cc to the Health FOI Inbox [HLTH.FOIOperations@gov.bc.ca](mailto:HLTH.FOIOperations@gov.bc.ca).

Completed CFR and records with harms (or no records response) are **due to IAO February 28**

Thanks, Patty

Patty Currie, FOI Operations  
Ministry of Health, 250 952 3276  
[HLTH.FOIOperations@gov.bc.ca](mailto:HLTH.FOIOperations@gov.bc.ca)

**From:** Joyce, Sasha [<mailto:FOI.Health.Education@gov.bc.ca>]  
**Sent:** Wednesday, February 14, 2018 4:03 PM  
**To:** HLTH FOI Operations HLTH:EX  
**Subject:** Call for Records MHA-2018-80909 Due February 28, 2018

Hello

Please find attached a formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA). Your analyst for the attached request will be Marilyn Vause

**Please send the records to [FOI.Health.Education@gov.bc.ca](mailto:FOI.Health.Education@gov.bc.ca) by February 28, 2018.**

**Request Due Date: March 26, 2018**

You should be aware that FOIPPA obligates us to assist the applicant and to respond without delay, openly, accurately, and completely. In the event that the ministry must defend the adequacy of its search to the Information and Privacy Commissioner at Inquiry, those involved in searching for records may be required to sign affidavits to prove that they have conducted an adequate search for relevant records.

Please do not hesitate to contact your analyst to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- whether staff would be available to discuss the request with the applicant, if the applicant is agreeable;
- ways in which an applicant may want to narrow/focus their request to reduce potential fees; and/or
- any other questions or concerns relating to this request.

Thank you,

Sasha Joyce, FOI Analyst  
Health / Education Team  
Information Access Operations

## Russell, Shannon CITZ:EX

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 21, 2018 2:24 PM  
**To:** Shaun Govender (shaun.govender@canada.ca)  
**Subject:** ISSED Project Announcements

Hi Shaun, hope you're well. You'll be happy to hear that not only is it colder here in Victoria than Ottawa, but it's snowing furiously!

I just wanted to check in with you about four connectivity projects I understand have been approved and that Minister Bains may be in BC to announce. I'd love to have a quick chat about when he might be here to make the announcement. Are you able to give me a call?

Thanks Shaun.  
Shannon

Shannon Russell  
*Senior Ministerial Assistant to Jinny Sims*  
*Minister of Citizens' Services*  
[Shannon.Russell@gov.bc.ca](mailto:Shannon.Russell@gov.bc.ca) / 250-387-9699

## Russell, Shannon CITZ:EX

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 21, 2018 1:32 PM  
**To:** Fleurant, Kathleen CITZ:EX  
**Subject:** RE: Confirmation for print order 1519247589345

Approved.  
Thanks Kathleen.

Shannon

**Shannon Russell**  
*Senior Ministerial Assistant to Jinny Sims*  
*Minister of Citizens' Services*  
[Shannon.Russell@gov.bc.ca](mailto:Shannon.Russell@gov.bc.ca) / 250-387-9699

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**From:** Fleurant, Kathleen CITZ:EX  
**Sent:** Wednesday, February 21, 2018 1:31 PM  
**To:** Russell, Shannon CITZ:EX  
**Subject:** FW: Confirmation for print order 1519247589345

Hi Shannon,

My spending authority is still in process. Can you please forward this email as an approval to [printreq@qp.gov.bc.ca](mailto:printreq@qp.gov.bc.ca).

Thank you,

Kathleen

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**From:** [printreq@QP.GOV.BC.CA](mailto:printreq@QP.GOV.BC.CA) [<mailto:printreq@QP.GOV.BC.CA>]  
**Sent:** Wednesday, February 21, 2018 1:30 PM  
**To:** Fleurant, Kathleen CITZ:EX  
**Subject:** Confirmation for print order 1519247589345

## Your Queen's Printer Order

Thank you for your order. Below is your order summary.

If you need to make any changes, please contact us at [printreq@qp.gov.bc.ca](mailto:printreq@qp.gov.bc.ca). If you need to submit new or additional files, please email files to [printreq@qp.gov.bc.ca](mailto:printreq@qp.gov.bc.ca) (do not fill out the order form again).

If you are the Spending Authority, no further action is required and your order will proceed.

If you are **not** the Spending Authority you must:

1. Forward this email to the Spending Authority, and
2. Request that the Spending Authority forward this email with their approval to [printreq@qp.gov.bc.ca](mailto:printreq@qp.gov.bc.ca).  
**Your Spending Authority must approve this order. Your item may be put on hold until Queen's Printer receives Spending Authority Approval.**

## SUMMARY

Req number	1519247589345
Project name	Business Cards
Date required	02/26/2018
Quantity	1000

## YOUR CONTACT INFO

Customer Number	
Contact Person	Kathleen Fleurant
Ministry	Citizens' Services
Email	<a href="mailto:kathleen.fleurant@gov.bc.ca">kathleen.fleurant@gov.bc.ca</a>
Telephone	250-387-7920

## BILLING

Ministry Number	
Responsibility	
Service Line	
STOB	
Project/CPA No.	

## PRODUCT SPECS

Confidential?	No
Agent name	<a href="mailto:Debbie.Daniels@gov.bc.ca">Debbie.Daniels@gov.bc.ca</a>
Quantity	1000
Number of pages	1
Dimensions	3.5" x 2"
Paper/material	matte card stock
Ink	white
Finishing required	
Finishing instructions	
Reprint type (if reorder)	
Previous req number (if reorder)	
Date of last order (if reorder)	

## PROOF

Proof type **email**  
Send proof to **Kathleen.Fleurant@gov.bc.ca**

## FILES UPLOADED

File name(s) **none**

## SHIPPING OR PICK UP

Attn/Contact name **Kathleen Fleurant**  
Address **501 Belleville Street - Room 236 Victoria BC V8V 2L8**  
Special instructions  
Additional addresses  
Pickup contact name  
Pickup email address  
Pickup phone number  
If using BC Mail: contact and service request number

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*Si vous ne voulez pas recevoir d'autres messages électroniques commerciaux de Queen's Printer, veuillez envoyer ce courriel à l'adresse [Bill.Macadam@gov.bc.ca](mailto:Bill.Macadam@gov.bc.ca)*

## Russell, Shannon CITZ:EX

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 21, 2018 8:14 AM  
**To:** Fleurant, Kathleen CITZ:EX  
**Subject:** RE: FOI REQUEST: Call for Records CTZ-2018-80671 Due February 21, 2018  
**Attachments:** NR

Hi – I have attached the one record that fits this request.

Search time: 15 minutes

Thanks,  
Shannon

---

**From:** Fleurant, Kathleen CITZ:EX  
**Sent:** Tuesday, February 20, 2018 5:39 PM  
**To:** Russell, Shannon CITZ:EX  
**Subject:** FW: FOI REQUEST: Call for Records CTZ-2018-80671 Due February 21, 2018

Hi Shannon,

I have not received a response for you on this FOI yet. It is due tomorrow.

Thanks,  
K

---

**From:** Fleurant, Kathleen CITZ:EX  
**Sent:** Tuesday, February 6, 2018 4:57 PM  
**To:** Riley, Karl CITZ:EX; Russell, Shannon CITZ:EX; Grewal, Param CITZ:EX  
**Cc:** Boudhane, Nouria CITZ:EX  
**Subject:** FW: FOI REQUEST: Call for Records CTZ-2018-80671 Due February 21, 2018

New FOI Request – due Feb 21, 2018.

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**From:** CITZ FOI Requests CITZ:EX  
**Sent:** Tuesday, February 6, 2018 4:55 PM  
**To:** Biggs, Jackie CITZ:EX; Fleurant, Kathleen CITZ:EX  
**Cc:** Cook, Jeannette CITZ:EX  
**Subject:** FOI REQUEST: Call for Records CTZ-2018-80671 Due February 21, 2018

Hello,

Please find below an FOI request, with attached Call for records form.

The records, completed call for records and harms are due back by **February 21, 2018**.

*Regarding the November 09, 2017 pre-brief – FOI Stakeholders Roundtable, as mentioned in the Minister's calendar: All records, including but not limited to the agenda - draft and final, minutes,*

*emails, texts, BBMs, all briefing notes - draft and final, internal and external correspondence, copies of presentation materials, handwritten notes and post-meeting report summary. (Date Range for Record Search: **From 10/01/2017 To 12/31/2017**) Date Format is MM/DD/YYYY*

Applicant Type: Political Party

Cross Government Number: N/A

Request also directed to:

Records Due: **February 21, 2018**

Legislated Due Date: March 21, 2018

IAO Contact: David Trudel

Please send your responses to [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) so that I can send a co-ordinated response back to IAO.

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

If search and retrieval time is anticipated to exceed 3 hours and/or the total volume of records exceeds 200 pages, complete **only** Sections 1 & 2 of the Call for Records Form as we may be in a position to issue a fee estimate. Then, return the form to your Information & Privacy Coordinator (IPC) as by the Fee Estimate Due date noted above. Please await further instruction from the IPC as the records will not be required until the fee estimate process has been completed. Once fees have been paid or waived, The IPC will contact you to continue the call for records process. The IPC will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via eApprovals with the completed form.

You should be aware that FOIPPA obligates us to assist the applicant and to respond without delay, openly, accurately, and completely. In the event that the ministry must defend the adequacy of its search to the Information and Privacy Commissioner at Inquiry, those involved in searching for records may be required to sign affidavits confirming they have conducted an adequate search for relevant records.

Please do not hesitate to contact the IPC to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- any other questions or concerns relating to this request.



**Russell, Shannon CITZ:EX**

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**Subject:** Meeting with Kathleen

**Start:** Tue 2018-02-20 4:30 PM

**End:** Tue 2018-02-20 5:00 PM

**Show Time As:** Tentative

**Recurrence:** (none)

**Meeting Status:** Not yet responded

**Organizer:** MINCAL, CITZ CITZ:EX

**Required Attendees:** Fleurant, Kathleen CITZ:EX

**Russell, Shannon CITZ:EX**

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 19, 2018 1:55 PM  
**To:** Fleurant, Kathleen CITZ:EX  
**Cc:** Riley, Karl CITZ:EX; Grewal, Param CITZ:EX  
**Subject:** RE: FOI REQUEST: Call for Records CTZ-2018-80822 Records Due February 26, 2018  
**Attachments:** NR

Hi Kathleen,

I have attached the only record I have that fits with this request.

Search Time: 15 minutes

Thanks,  
Shannon

---

**From:** Fleurant, Kathleen CITZ:EX  
**Sent:** Monday, February 19, 2018 1:27 PM  
**To:** Russell, Shannon CITZ:EX; Riley, Karl CITZ:EX; Grewal, Param CITZ:EX  
**Subject:** FW: FOI REQUEST: Call for Records CTZ-2018-80822 Records Due February 26, 2018

New FOI Request – Due Feb 26

Please include the time it took to search when responding. If you do have responsive records, please also include the amount of time it took to produce the records.

Thank you,  
Kathleen

---

**From:** CITZ FOI Requests CITZ:EX  
**Sent:** Monday, February 19, 2018 12:38 PM  
**To:** Fleurant, Kathleen CITZ:EX; Pan, Christina CITZ:EX  
**Subject:** FW: FOI REQUEST: Call for Records CTZ-2018-80822 Records Due February 26, 2018

Hello Kathleen and Christina,

I've recently learned that there is potential for your two areas to also have records responsive to the below quoted request.

Please find below the FOI request, with attached Call for records form.

The records, completed call for records and harms are due back by **February 26, 2018**.

Please send your responses to [MTIC.FOIRRequests@gov.bc.ca](mailto:MTIC.FOIRRequests@gov.bc.ca) so that I can send a co-ordinated response back to IAO.

If you have any questions please let me know.

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**From:** CITZ FOI Requests CITZ:EX  
**Sent:** Tuesday, February 13, 2018 3:20 PM  
**To:** Molyneux, Jennifer CITZ:EX <[Jennifer.Molyneux@gov.bc.ca](mailto:Jennifer.Molyneux@gov.bc.ca)>  
**Subject:** FOI REQUEST: Call for Records CTZ-2018-80822 Records Due February 26, 2018

Hello Jen,

Please see details below regarding this formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA):

*Regarding the November 09, 2017 entry in the Deputy Minister's calendar titled - Minister: Budget 2018: The agenda and minutes, all emails, texts, BBMs, all briefing notes - draft and final, internal and external correspondence regarding the meeting, copies of presentation materials, handwritten notes and post-meeting report summary. (Date Range for Record Search: From 10/01/2017 To 12/31/2017) Date Format is MM/DD/YYYY*

The records, completed call for records and harms are due back by February 26, 2018.

Applicant Type: Political Party  
Cross Government Number: N/A  
Records Due: February 26, 2018  
Legislated Due Date: March 23, 2018  
IAO Contact: Toyoko Doyle

Please send your responses to [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) so that I can send a co-ordinated response back to IAO.

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

If search and retrieval time is anticipated to exceed 3 hours and/or the total volume of records exceeds 200 pages, complete **only** Sections 1 & 2 of the Call for Records Form as we may be in a position to issue a fee estimate. Then, return the form to your Information & Privacy Coordinator (IPC) as by the Fee Estimate Due date noted above. Please await further instruction from the IPC as the records will not be required until the fee estimate process has been completed. Once fees have been paid or waived, The IPC will contact you to continue the call for records process. The IPC will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via eApprovals with the completed form.

You should be aware that FOIPPA obligates us to assist the applicant and to respond without delay, openly, accurately, and completely. In the event that the ministry must defend the adequacy of its search to the Information and Privacy Commissioner at Inquiry, those involved in searching for records may be required to sign affidavits confirming they have conducted an adequate search for relevant records.

Please do not hesitate to contact the IPC to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- any other questions or concerns relating to this request.

If you have any questions please let me know,

Jennifer Peddle, MSc | Information and Privacy Coordinator | Deputy Minister's Office | Ministry of Citizens' Services  
Ph: 250 387-2675 | e: [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) | m: PO Box 9440, Stn Prov Govt, Victoria, BC V8W 9V3

## Russell, Shannon CITZ:EX

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 16, 2018 5:13 PM  
**To:** Fleurant, Kathleen CITZ:EX  
**Subject:** RE: FOI REQUEST: Call for Records CTZ-2018-80945 Records Due March 1, 2018  
  
**Categories:** FOI COMPLETED

I have no files that meet this request.

Search time: 10 minutes

Thanks,  
Shannon

---

**From:** Fleurant, Kathleen CITZ:EX  
**Sent:** Friday, February 16, 2018 4:54 PM  
**To:** Russell, Shannon CITZ:EX; Riley, Karl CITZ:EX; Grewal, Param CITZ:EX  
**Subject:** FW: FOI REQUEST: Call for Records CTZ-2018-80945 Records Due March 1, 2018

New FOI Request – March 1

Please include time it took to search for documents when replying.

Thank you,  
K

---

**From:** CITZ FOI Requests CITZ:EX  
**Sent:** Friday, February 16, 2018 4:52 PM  
**To:** Fleurant, Kathleen CITZ:EX  
**Cc:** Cook, Jeannette CITZ:EX  
**Subject:** FOI REQUEST: Call for Records CTZ-2018-80945 Records Due March 1, 2018

Hello,

Please see details below regarding this formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA):

*Copies of all e-mails sent by the Minister or the staff of the Minister relating to the updating of the capital plans as referenced by the Minister of Finance in the Legislature. (Date Range for Record Search: From 09/01/2017 To 02/09/2018) Date Format is MM/DD/YYYY*

The records, completed call for records and harms are due back by **March 1, 2018**.

Applicant Type: Political Party  
Cross Government Number: XGR-2018-80855  
Request also directed to: Multiple Areas

Records Due: March 1, 2018 .  
Legislated Due Date: March 26, 2018  
IAO Contact: Peggy King

Please send your responses to [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) so that I can send a co-ordinated response back to IAO.

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

If search and retrieval time is anticipated to exceed 3 hours and/or the total volume of records exceeds 200 pages, complete **only** Sections 1 & 2 of the Call for Records Form as we may be in a position to issue a fee estimate. Then, return the form to your Information & Privacy Coordinator (IPC) as by the Fee Estimate Due date noted above. Please await further instruction from the IPC as the records will not be required until the fee estimate process has been completed. Once fees have been paid or waived, The IPC will contact you to continue the call for records process. The IPC will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via eApprovals with the completed form.

You should be aware that FOIPPA obligates us to assist the applicant and to respond without delay, openly, accurately, and completely. In the event that the ministry must defend the adequacy of its search to the Information and Privacy Commissioner at Inquiry, those involved in searching for records may be required to sign affidavits confirming they have conducted an adequate search for relevant records.

Please do not hesitate to contact the IPC to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- any other questions or concerns relating to this request.

If you have any questions please let me know,

Jennifer Peddle, MSc | Information and Privacy Coordinator | Deputy Minister's Office | Ministry of Citizens' Services

Ph: 250 387-2675 | e: [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) | m: PO Box 9440, Stn Prov Govt, Victoria, BC V8W 9V3

## Russell, Shannon CITZ:EX

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 16, 2018 5:06 PM  
**To:** Fleurant, Kathleen CITZ:EX; Riley, Karl CITZ:EX; Grewal, Param CITZ:EX  
**Subject:** RE: FOI REQUEST: Call for Records CTZ-2018-80878 Records Due February 28, 2018

I have no records that meet this request.

Search Time: 10 minutes.

Thanks Kathleen.

Shannon

---

**From:** Fleurant, Kathleen CITZ:EX  
**Sent:** Friday, February 16, 2018 4:53 PM  
**To:** Russell, Shannon CITZ:EX; Riley, Karl CITZ:EX; Grewal, Param CITZ:EX  
**Subject:** FW: FOI REQUEST: Call for Records CTZ-2018-80878 Records Due February 28, 2018

New FOI Request – due Feb 28

Please include time it took to search for documents when replying.

Thank you,  
K

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**From:** CITZ FOI Requests CITZ:EX  
**Sent:** Friday, February 16, 2018 4:41 PM  
**To:** Fleurant, Kathleen CITZ:EX  
**Cc:** Cook, Jeannette CITZ:EX  
**Subject:** FOI REQUEST: Call for Records CTZ-2018-80878 Records Due February 28, 2018

Hello,

Please see details below regarding this formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA):

*All documents and communications related to any meetings or proposed meetings between the Minister and the Confidence and Supply [Agreement] Secretariat. (Date Range for Record Search: From 12/12/2017 To 02/08/2018) Date Format is MM/DD/YYYY*

The records, completed call for records and harms are due back by **February 28, 2018**.

Applicant Type: Political Party  
Cross Government Number: XGR-2018-80829  
Request also directed to: Multiple Areas  
Records Due: February 28, 2018  
Legislated Due Date: March 23, 2018

IAO Contact: Toyoko Doyle

Please send your responses to [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) so that I can send a co-ordinated response back to IAO.

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

If search and retrieval time is anticipated to exceed 3 hours and/or the total volume of records exceeds 200 pages, complete **only** Sections 1 & 2 of the Call for Records Form as we may be in a position to issue a fee estimate. Then, return the form to your Information & Privacy Coordinator (IPC) as by the Fee Estimate Due date noted above. Please await further instruction from the IPC as the records will not be required until the fee estimate process has been completed. Once fees have been paid or waived, The IPC will contact you to continue the call for records process. The IPC will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via eApprovals with the completed form.

You should be aware that FOIPPA obligates us to assist the applicant and to respond without delay, openly, accurately, and completely. In the event that the ministry must defend the adequacy of its search to the Information and Privacy Commissioner at Inquiry, those involved in searching for records may be required to sign affidavits confirming they have conducted an adequate search for relevant records.

Please do not hesitate to contact the IPC to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- any other questions or concerns relating to this request.

If you have any questions please let me know,

Jennifer Peddle, MSc | Information and Privacy Coordinator | Deputy Minister's Office | Ministry of Citizens' Services

Ph: 250 387-2675 | e: [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) | m: PO Box 9440, Stn Prov Govt, Victoria, BC V8W 9V3



## Russell, Shannon CITZ:EX

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 16, 2018 2:29 PM  
**To:** Fleurant, Kathleen CITZ:EX  
**Subject:** FW: FOI REQUEST: Call for Records CTZ-2018-80463 Records Due February 13, 2018

Minister has no files related to this request.

Search time: 25 minutes

Thanks,  
Shannon

---

**From:** Fleurant, Kathleen CITZ:EX  
**Sent:** Wednesday, February 14, 2018 10:33 AM  
**To:** Riley, Karl CITZ:EX  
**Subject:** FW: FOI REQUEST: Call for Records CTZ-2018-80463 Records Due February 13, 2018

Hi Karl,

The new due date for this FOI request is Feb 16, so we can wait till tomorrow for checking Minister's records.

Thank you,  
K

---

**From:** Riley, Karl CITZ:EX  
**Sent:** Wednesday, February 14, 2018 10:10 AM  
**To:** Fleurant, Kathleen CITZ:EX  
**Subject:** RE: FOI REQUEST: Call for Records CTZ-2018-80463 Records Due February 13, 2018

Hi Kathleen,

I don't have any records on this one. It took me 30 minutes to search.

Please connect with Shannon and see if she will have time to look through Minister's records today. If not, let me know and I will do it tomorrow when I am in.

Best,

Karl

---

**From:** Fleurant, Kathleen CITZ:EX  
**Sent:** Tuesday, January 30, 2018 8:41 AM  
**To:** Russell, Shannon CITZ:EX; Riley, Karl CITZ:EX; Grewal, Param CITZ:EX  
**Subject:** FW: FOI REQUEST: Call for Records CTZ-2018-80463 Records Due February 13, 2018

New FOI Request – due Feb 13, 2018. See details below and attached.

**From:** CITZ FOI Requests CITZ:EX  
**Sent:** Monday, January 29, 2018 12:02 PM  
**To:** Fleurant, Kathleen CITZ:EX; Kot, Jill CITZ:EX; McDonald, Seanna CITZ:EX  
**Cc:** Cook, Jeannette CITZ:EX  
**Subject:** FOI REQUEST: Call for Records CTZ-2018-80463 Records Due February 13, 2018

Hello,

Please find below an FOI request, with attached Call for records form.

The records, completed call for records and harms are due back by **February 13, 2018**.

*All records relating to Horgan's 'best bid' policy (<http://vancouver.sun.com/opinion/columnists/vaughn-palmer-horgan-likely-to-make-good-on-no-bs-promise-to-unionized-building-trades>). (Date Range for Record Search: From 10/01/2017 To 01/22/2018) Date Format is MM/DD/YYYY*

Applicant Type: Political Party  
Cross Government Number: XGR-2018-80424  
Request also directed to: FIN & OOP  
Records Due: **February 13, 2018**  
Legislated Due Date: March 6, 2018  
IAO Contact: Peggy King

Please send your responses to [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) so that I can send a co-ordinated response back to IAO.

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

If search and retrieval time is anticipated to exceed **3 hours and/or the total volume of records exceeds 200 pages**, complete **only Sections 1 & 2 of the Call for Records Form** as we may be in a position to issue a fee estimate. Then, return the form to the IAO by the Fee Estimate Due date noted above. Please await further instruction from IAO as the records will not be required until the fee estimate process has been completed. Once fees have been paid or waived, IAO will contact you to continue the call for records process. IAO will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via house mail with the completed form.

You should be aware that FOIPPA obligates us to assist the applicant and to respond without delay, openly, accurately, and completely. In the event that the ministry must defend the adequacy of its search to the Information and Privacy Commissioner at Inquiry, those involved in searching for records may be required to sign affidavits confirming they have conducted an adequate search for relevant records.

Please do not hesitate to contact to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- any other questions or concerns relating to this request.

If you have any questions please let me know,



## Russell, Shannon CITZ:EX

---

**From:** Russell, Shannon CITZ:EX  
**Sent:** February 16, 2018 2:28 PM  
**To:** Fleurant, Kathleen CITZ:EX  
**Subject:** FW: URGENT FOI REQUEST: Call for Records CTZ-2018-80547 Due February 16, 2018

FYI...

---

**From:** Grewal, Param CITZ:EX  
**Sent:** Friday, February 16, 2018 2:25 PM  
**To:** Russell, Shannon CITZ:EX; Riley, Karl CITZ:EX  
**Subject:** RE: URGENT FOI REQUEST: Call for Records CTZ-2018-80547 Due February 16, 2018

Nothing from me. Took me 15 mins to search this. Thanks.  
Param

---

**From:** Russell, Shannon CITZ:EX  
**Sent:** Friday, February 16, 2018 2:16 PM  
**To:** Riley, Karl CITZ:EX; Grewal, Param CITZ:EX  
**Subject:** RE: URGENT FOI REQUEST: Call for Records CTZ-2018-80547 Due February 16, 2018

Thank you!

---

**From:** Riley, Karl CITZ:EX  
**Sent:** Friday, February 16, 2018 2:16 PM  
**To:** Russell, Shannon CITZ:EX; Grewal, Param CITZ:EX  
**Subject:** RE: URGENT FOI REQUEST: Call for Records CTZ-2018-80547 Due February 16, 2018

Hi Shannon,

I have no records that fit this request. Took me 20 minutes to search.

Best,

Karl

---

**From:** Russell, Shannon CITZ:EX  
**Sent:** Friday, February 16, 2018 2:07 PM  
**To:** Grewal, Param CITZ:EX; Riley, Karl CITZ:EX  
**Subject:** URGENT FOI REQUEST: Call for Records CTZ-2018-80547 Due February 16, 2018  
**Importance:** High

Hi – I need an answer from both of you today on this FOI request.

Thanks,  
Shannon

---

**From:** Fleurant, Kathleen CITZ:EX  
**Sent:** Friday, February 2, 2018 9:45 AM

**To:** Russell, Shannon CITZ:EX; Riley, Karl CITZ:EX; Grewal, Param CITZ:EX  
**Subject:** FW: FOI REQUEST: Call for Records CTZ-2018-80547 Due February 16, 2018

New FOI – Due Feb 16. See below and attached for details.

---

**From:** CITZ FOI Requests CITZ:EX  
**Sent:** Friday, February 2, 2018 8:53 AM  
**To:** Cook, Jeannette CITZ:EX; Kot, Jill CITZ:EX; McDonald, Seanna CITZ:EX; Turner, Judy CITZ:EX; Pan, Christina CITZ:EX; Ferguson, Wendy CITZ:EX; Nelson, Shirley D CITZ:EX; MacLean, Debbie CITZ:EX; Fleurant, Kathleen CITZ:EX; Biggs, Jackie CITZ:EX  
**Cc:** Molyneux, Jennifer CITZ:EX  
**Subject:** FOI REQUEST: Call for Records CTZ-2018-80547 Due February 16, 2018

Hello,

Please find below an FOI request, with attached Call for records form.

The records, completed call for records and harms are due back by **February 16, 2018**.

*All records relating to the updating of the capital plan, as referenced by the Minister of Finance in the Legislature and a project status list. (Date Range for Record Search: **From 09/01/2017 To 01/26/2018**) Date Format is MM/DD/YYYY*

Applicant Type: Political Party  
Cross Government Number: XGR-2018-80459  
Request also directed to: all ministries and OOP  
Records Due: February 16, 2018  
Legislated Due Date: March 12, 2018  
IAO Contact: Neal Yonson

Please send your responses to [MTIC.FOIRRequests@gov.bc.ca](mailto:MTIC.FOIRRequests@gov.bc.ca) so that I can send a co-ordinated response back to IAO.

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

If search and retrieval time is anticipated to exceed 3 hours and/or the total volume of records exceeds 200 pages, complete **only** Sections 1 & 2 of the Call for Records Form as we may be in a position to issue a fee estimate. Then, return the form to your Information & Privacy Coordinator (IPC) as by the Fee Estimate Due date noted above. Please await further instruction from the IPC as the records will not be required until the fee estimate process has been completed. Once fees have been paid or waived, The IPC will contact you to continue the call for records process. The IPC will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via eApprovals with the completed form.

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Please do not hesitate to contact the IPC to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- any other questions or concerns relating to this request.

If you have any questions please let me know,

Jennifer Peddle, MSc | Information and Privacy Coordinator | Deputy Minister's Office | Ministry of Citizens' Services

Ph: 250 387-2675 | e: [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) | m: PO Box 9440, Stn Prov Govt, Victoria, BC V8W 9V3

**Russell, Shannon CITZ:EX**

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 16, 2018 2:20 PM  
**To:** Whittier, Joanne GCPE:EX; Trish (Trish.Rorison@gov.bc.ca)  
**Cc:** Riley, Karl CITZ:EX  
**Subject:** Engagement Website News Release

Hi –

Further to our discussion this morning, we were given approval to do a news release/launch of the public engagement piece on Monday, February 26<sup>th</sup>. Time to be confirmed.

If you could start working on the release that would be great.

Many thanks,  
Shannon

**Russell, Shannon CITZ:EX**

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 15, 2018 3:20 PM  
**To:** Cook, Jeannette CITZ:EX  
**Cc:** Riley, Karl CITZ:EX  
**Subject:** RE: CLIFF Reports

Hi Jeannette,

Just checking in on the correspondence report... is there an ETA for when I'll be able to review them and update the Minister? I can BF it again if need be, just let me know.

Thanks,  
Shannon

---

**From:** Cook, Jeannette CITZ:EX  
**Sent:** Monday, January 22, 2018 2:45 PM  
**To:** Russell, Shannon CITZ:EX  
**Cc:** Fleurant, Kathleen CITZ:EX; Riley, Karl CITZ:EX; Ferguson, Wendy CITZ:EX  
**Subject:** RE: CLIFF Reports

Hi Shannon – yes, we had that on our list and Wendy's found someone to provide that directions for printing the report.

Here's the list. I've asked Wendy to start looking at each of the items as I suspect some logs just need to be closed (I recognize the names on the list as being responded to).

Let me know if you need anything else.  
JC

---

**From:** Russell, Shannon CITZ:EX  
**Sent:** Friday, January 19, 2018 5:18 PM  
**To:** Cook, Jeannette CITZ:EX  
**Cc:** Fleurant, Kathleen CITZ:EX; Riley, Karl CITZ:EX  
**Subject:** CLIFF Reports

Hi Jeannette,

Could I ask that you please arrange for our office to receive a CLIFF report, every two weeks, noting where all MO correspondence is in the system.

If we could start receiving these reports at some point next week I'd appreciate it. In the meantime, let me know if you need to discuss specifics.

Thank you,  
Shannon

**Shannon Russell**  
*Senior Ministerial Assistant to Jinny Sims*  
*Minister of Citizens' Services*  
[Shannon.Russell@gov.bc.ca](mailto:Shannon.Russell@gov.bc.ca) / 250-387-9699



**Russell, Shannon CITZ:EX**

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 15, 2018 8:16 AM  
**To:** Fleurant, Kathleen CITZ:EX  
**Cc:** Riley, Karl CITZ:EX  
**Subject:** RE: FOI REQUEST: Call for Records CTZ-2018-80836 Records Due February 26, 2018  
**Attachments:** NR

Hi – attached are two emails that match this request. I have no other records.

Search Time: 20 minutes

Thanks,  
Shannon

---

**From:** Fleurant, Kathleen CITZ:EX  
**Sent:** Wednesday, February 14, 2018 2:40 PM  
**To:** Russell, Shannon CITZ:EX; Riley, Karl CITZ:EX; Grewal, Param CITZ:EX  
**Subject:** FW: FOI REQUEST: Call for Records CTZ-2018-80836 Records Due February 26, 2018

New FOI request – Due Feb 26.

Please indicate the time it took to search when responding.

Thank you,  
K

---

**From:** CITZ FOI Requests CITZ:EX  
**Sent:** Wednesday, February 14, 2018 2:26 PM  
**To:** Turner, Judy CITZ:EX; Molyneux, Jennifer CITZ:EX; Fleurant, Kathleen CITZ:EX  
**Subject:** FOI REQUEST: Call for Records CTZ-2018-80836 Records Due February 26, 2018

Hello,

Please see details below regarding this formal request made under the *Freedom of Information and Protection of Privacy Act (FOIPPA)*:

Regarding the **November 20, 2017 entry in the Deputy Minister's calendar titled - Minister: Abbotsford Courthouse**: all emails, texts, BBMs, all briefing notes - draft and final, internal and external correspondence regarding the meeting, copies of presentation materials, **handwritten notes and post-meeting report summary**. (Date Range for Record Search: **From 10/01/2017 To 02/09/2018**) Date Format is MM/DD/YYYY

The records, completed call for records and harms are due back by **February 26, 2018**.

Applicant Type: Political Party  
Records Due: February 26, 2018  
Legislated Due Date: March 26, 2018  
IAO Contact: Neal Yonson

Please send your responses to [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) so that I can send a co-ordinated response back to IAO.

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

If search and retrieval time is anticipated to exceed 3 hours and/or the total volume of records exceeds 200 pages, complete **only** Sections 1 & 2 of the Call for Records Form as we may be in a position to issue a fee estimate. Then, return the form to your Information & Privacy Coordinator (IPC) as by the Fee Estimate Due date noted above. Please await further instruction from the IPC as the records will not be required until the fee estimate process has been completed. Once fees have been paid or waived, The IPC will contact you to continue the call for records process. The IPC will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via eApprovals with the completed form.

You should be aware that FOIPPA obligates us to assist the applicant and to respond without delay, openly, accurately, and completely. In the event that the ministry must defend the adequacy of its search to the Information and Privacy Commissioner at Inquiry, those involved in searching for records may be required to sign affidavits confirming they have conducted an adequate search for relevant records.

Please do not hesitate to contact the IPC to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- any other questions or concerns relating to this request.

If you have any questions please let me know,

Jennifer Peddle, MSc | Information and Privacy Coordinator | Deputy Minister's Office | Ministry of Citizens' Services  
Ph: 250 387-2675 | e: [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) | m: PO Box 9440, Stn Prov Govt, Victoria, BC V8W 9V3

## **Russell, Shannon CITZ:EX**

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 15, 2018 7:33 AM  
**To:** Whittier, Joanne GCPE:EX  
**Cc:** Riley, Karl CITZ:EX; Rorison, Trish GCPE:EX; Ingram, Ben GCPE:EX  
**Subject:** Re: For MO approval - MJS' draft quote for JTT NR re: Fed superclusters

MJS has approved this quote. Thanks.

Sent from my iPhone

On Feb 14, 2018, at 3:29 PM, Whittier, Joanne GCPE:EX <[Joanne.Whittier@gov.bc.ca](mailto:Joanne.Whittier@gov.bc.ca)> wrote:

Hi there – JTT has offered us a quote in this NR going out tomorrow at 9:00 a.m. Apologies extended for the short notice; they just had this confirmed on their end to go out.

### **DRAFT**

"This supercluster funding will reap numerous spin-off benefits for all people in B.C. so they can take part in the 21<sup>st</sup> century digital economy," said Minister of Citizens' Services Jinny Sims. "We are also working in partnership with all levels of government to ensure British Columbians have access to high-speed internet, which is essential in supporting and driving innovation and creating opportunities for businesses large and small."

<NR Federal Supercluster Announcement 15 Feb 18\_V10.docx>

**Russell, Shannon CITZ:EX**

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 14, 2018 5:43 PM  
**To:** 'editor@thelinkpaper.ca'  
**Subject:** Minister Jinny Sims Q&A  
**Attachments:** Interview Q&As for Paul Dhillon.docx

**Importance:** High

Hello Mr. Dhillon,

Please find attached Minister Jinny Sims' questions and answers as posed to her.

Many thanks,  
Shannon

Shannon Russell  
Senior Ministerial Assistant to Jinny Sims  
Minister of Citizens' Services  
[Shannon.Russell@gov.bc.ca](mailto:Shannon.Russell@gov.bc.ca) | 250-387-9699

**Russell, Shannon CITZ:EX**

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 14, 2018 10:42 AM  
**To:** Fleurant, Kathleen CITZ:EX  
**Cc:** Riley, Karl CITZ:EX  
**Subject:** RE: FOI REQUEST: Call for Records CTZ-2018-80463 Records Due February 13, 2018

I have no responsive records for this request.

Search Time: 10 minutes

Thanks,  
Shannon

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**From:** Fleurant, Kathleen CITZ:EX  
**Sent:** Wednesday, February 14, 2018 10:32 AM  
**To:** Russell, Shannon CITZ:EX  
**Subject:** RE: FOI REQUEST: Call for Records CTZ-2018-80463 Records Due February 13, 2018

Hi Shannon,

The new due date is Feb 16. Disregard by question for checking Minister's records, Karl can do it tomorrow.

Please do let me know when you get a moment if you have any responsive records.

Thank you,  
K

---

**From:** Russell, Shannon CITZ:EX  
**Sent:** Wednesday, February 14, 2018 10:25 AM  
**To:** Fleurant, Kathleen CITZ:EX  
**Subject:** RE: FOI REQUEST: Call for Records CTZ-2018-80463 Records Due February 13, 2018

When is the new due date? They should have provided one because they needed to clarify our search parameters.

Thanks,  
Shannon

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**From:** Fleurant, Kathleen CITZ:EX  
**Sent:** Wednesday, February 14, 2018 10:23 AM  
**To:** Russell, Shannon CITZ:EX  
**Subject:** FW: FOI REQUEST: Call for Records CTZ-2018-80463 Records Due February 13, 2018  
**Importance:** High

Hi Shannon,

FOI CTZ-2018-80463 was due yesterday, but we were waiting for clarification – which came in this morning.

The clarification IAO gave was that we only need to search for mentions of "best bid" policy, which apparently JTT has in development.

Can you please tell me if you have any responsive records for this?

Do you have time to search through Minister's records today? If not, we'll get Karl to do it tomorrow.

Thanks,  
K

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**From:** Riley, Karl CITZ:EX  
**Sent:** Wednesday, February 14, 2018 10:10 AM  
**To:** Fleurant, Kathleen CITZ:EX  
**Subject:** RE: FOI REQUEST: Call for Records CTZ-2018-80463 Records Due February 13, 2018

Hi Kathleen,

I don't have any records on this one. It took me 30 minutes to search.

Please connect with Shannon and see if she will have time to look through Minister's records today. If not, let me know and I will do it tomorrow when I am in.

Best,

Karl

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**From:** Fleurant, Kathleen CITZ:EX  
**Sent:** Tuesday, January 30, 2018 8:41 AM  
**To:** Russell, Shannon CITZ:EX; Riley, Karl CITZ:EX; Grewal, Param CITZ:EX  
**Subject:** FW: FOI REQUEST: Call for Records CTZ-2018-80463 Records Due February 13, 2018

New FOI Request – due Feb 13, 2018. See details below and attached.

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**From:** CITZ FOI Requests CITZ:EX  
**Sent:** Monday, January 29, 2018 12:02 PM  
**To:** Fleurant, Kathleen CITZ:EX; Kot, Jill CITZ:EX; McDonald, Seanna CITZ:EX  
**Cc:** Cook, Jeannette CITZ:EX  
**Subject:** FOI REQUEST: Call for Records CTZ-2018-80463 Records Due February 13, 2018

Hello,

Please find below an FOI request, with attached Call for records form.

The records, completed call for records and harms are due back by **February 13, 2018**.

*All records relating to Horgan's 'best bid' policy (<http://vancouver.sun.com/opinion/columnists/vaughn-palmer-horgan-likely-to-make-good-on-no-bs-promise-to-unionized-building-trades>). (Date Range for Record Search: From 10/01/2017 To 01/22/2018) Date Format is MM/DD/YYYY*

Applicant Type: Political Party  
Cross Government Number: XGR-2018-80424  
Request also directed to: FIN & OOP

Records Due: **February 13, 2018**  
Legislated Due Date: March 6, 2018  
IAO Contact: Peggy King

Please send your responses to [MTIC.FOIRRequests@gov.bc.ca](mailto:MTIC.FOIRRequests@gov.bc.ca) so that I can send a co-ordinated response back to IAO.

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

If search and retrieval time is anticipated to exceed **3 hours and/or the total volume of records exceeds 200 pages**, complete *only* Sections 1 & 2 of the Call for Records Form as we may be in a position to issue a fee estimate. Then, return the form to the IAO by the Fee Estimate Due date noted above. Please await further instruction from IAO as the records will not be required until the fee estimate process has been completed. Once fees have been paid or waived, IAO will contact you to continue the call for records process. IAO will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via house mail with the completed form.

You should be aware that FOIPPA obligates us to assist the applicant and to respond without delay, openly, accurately, and completely. In the event that the ministry must defend the adequacy of its search to the Information and Privacy Commissioner at Inquiry, those involved in searching for records may be required to sign affidavits confirming they have conducted an adequate search for relevant records.

Please do not hesitate to contact to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- any other questions or concerns relating to this request.

If you have any questions please let me know,

Jennifer Peddle, MSc | Information and Privacy Coordinator | Deputy Minister's Office | Ministry of Citizens' Services  
Ph: 250 387-2675 | e: [MTIC.FOIRRequests@gov.bc.ca](mailto:MTIC.FOIRRequests@gov.bc.ca) | m: PO Box 9440, Stn Prov Govt, Victoria, BC V8W 9V3

## Russell, Shannon CITZ:EX

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 14, 2018 9:08 AM  
**To:** Fleurant, Kathleen CITZ:EX  
**Subject:** RE: Feb 13th to 15th Events

Okay thanks, it would just be good to understand the expectations around minister's attendance at the various events.

Thanks,  
Shannon

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

From: Fleurant, Kathleen CITZ:EX  
Sent: Wednesday, February 14, 2018 9:07 AM  
To: Russell, Shannon CITZ:EX  
Subject: FW: Feb 13th to 15th Events

FYI - I just spoke with Teresa regarding Moose Hide day events. She is aware that AC's did not receive details till later, she has received various conflicting information that she is working on clearing up. As per her email below she will get the information to us today. I've been advised to put a block in the calendar in the meantime.

K

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

From: Scambler, Teresa [mailto:Teresa.Scambler@leg.bc.ca]  
Sent: Wednesday, February 14, 2018 9:02 AM  
To: LP Administrative Coordinators; NDP Legislative Assistants  
Cc: Dick, Jolleen IRR:EX; Nash, Amber PREM:EX  
Subject: FW: Feb 13th to 15th Events

Hi Everyone,  
I know that everyone is getting different information about this event. I will get everything confirmed for you today.  
I promise!  
T

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

From: Scambler, Teresa [mailto:Teresa.Scambler@leg.bc.ca]  
Sent: Friday, February 9, 2018 11:05 AM  
To: LP Administrative Coordinators; NDP Legislative Assistants  
Subject: Feb 13th to 15th Events

Good Morning

There is only one event this coming week: Moose Hide Provincial Men's Gathering (everyone welcome) Thursday February 15th



Moose Hide Pins will be handed out at Caucus, the Speaker has approved the pins to be worn in the house.

Men's Fasting Ceremony at 7:15am at the Conference Centre in the Pavilion:

MLAs that are planning to attend need to be there by 7:10 am

March from Thunderbird Park to Legislature approx. Noon - TBC (I will get you the times once confirmed) Would you please hold 11:50 to 1:00 at this time in members calendars.

All MLAs to greet the marchers on the front steps- Premier will be presenting the Millionth Pin to one of the family's.

There is also a Fast Breaking Ceremony and Community Fest from 5:00 to 7:30 pm at the Conference Centre that evening - Everyone is Welcome to attend.

2 Signup sheets did go into Caucus last week: several members where away or didn't get a chance to see the sheets. Would you please canvass your member and get back to me by Tuesday afternoon.

Thanks

Teresa

**Russell, Shannon CITZ:EX**

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 13, 2018 8:39 PM  
**To:** Lindsay-Baugh, Anna MMHA:EX  
**Cc:** Wade, Debbie MMHA:EX; Thumath, Meaghan MMHA:EX  
**Subject:** Re: Call for Records MHA-2018-80717 - Due February 23

Hi Anna,

I have no files that fit this request (we received the same one at CITZ).

Thanks,  
Shannon

On Feb 13, 2018, at 6:08 PM, Lindsay-Baugh, Anna MMHA:EX <[Anna.LindsayBaugh@gov.bc.ca](mailto:Anna.LindsayBaugh@gov.bc.ca)> wrote:

Hi Shannon and Debbie,

Checking to see if you have records responsive to the request below. Thank you!

Anna

---

**From:** HLTH FOI Operations HLTH:EX  
**Sent:** Friday, February 9, 2018 1:20 PM  
**To:** Lindsay-Baugh, Anna MMHA:EX  
**Cc:** Thumath, Meaghan MMHA:EX; Wade, Debbie MMHA:EX; FOI Health Education CITZ:EX; HLTH FOI Operations HLTH:EX  
**Subject:** NEW: Call for Records MHA-2018-80717 - Due February 23

Hi Anna,

Please find attached the Call for Records for FOI request described below. Katherine Ritchie is the IAO analyst.

**Applicant type:** Political Party

**Request Details:** All communication between Sonia Furstenau and the Minister or the staff of the Minister's Office. X-GOV request

**Date Range for Record Search:** From 08/01/2017 To 08/31/2017

Please provide Katherine at [FOI.Health.Education@gov.bc.ca](mailto:FOI.Health.Education@gov.bc.ca) with one clean copy and one marked copy indicating specific harms recommendations – with a cc to the Health FOI Inbox [HLTH.FOIOperations@gov.bc.ca](mailto:HLTH.FOIOperations@gov.bc.ca).

Completed CFR and records with harms (or no records response) are **due to IAO by February 23**

Thanks, Patty

Patty Currie, FOI Operations  
Ministry of Health, 250 952 3276  
[HLTH.FOIOperations@gov.bc.ca](mailto:HLTH.FOIOperations@gov.bc.ca)

**From:** Joyce, Sasha [<mailto:FOI.Health.Education@gov.bc.ca>]  
**Sent:** Thursday, February 8, 2018 9:03 AM  
**To:** HLTH FOI Operations HLTH:EX  
**Subject:** Call for Records MHA-2018-80717 Due February 23, 2018

Hello

Please find attached a formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA). Your analyst for the attached request will be Katherine Ritchie

**Please send the records to [FOI.Health.Education@gov.bc.ca](mailto:FOI.Health.Education@gov.bc.ca) by February 23, 2018.**

**Request Due Date: March 19, 2018**

You should be aware that FOIPPA obligates us to assist the applicant and to respond without delay, openly, accurately, and completely. In the event that the ministry must defend the adequacy of its search to the Information and Privacy Commissioner at Inquiry, those involved in searching for records may be required to sign affidavits to prove that they have conducted an adequate search for relevant records.

Please do not hesitate to contact your analyst to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- whether staff would be available to discuss the request with the applicant, if the applicant is agreeable;
- ways in which an applicant may want to narrow/focus their request to reduce potential fees; and/or
- any other questions or concerns relating to this request.

Thank you,

Sasha Joyce, FOI Analyst  
Health / Education Team  
Information Access Operations

<CFR MHA-2018-80717.pdf>

**Russell, Shannon CITZ:EX**

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 13, 2018 6:00 PM  
**To:** Lindsay-Baugh, Anna MMHA:EX  
**Cc:** Thumath, Meaghan MMHA:EX; Liens, Raymond MMHA:EX  
**Subject:** Re: Call for Records MHA-2018-80696 - Due February 22

Hi Anna - I have no records that meet this FOI request.

Thanks,  
Shannon

On Feb 13, 2018, at 5:03 PM, Lindsay-Baugh, Anna MMHA:EX <[Anna.LindsayBaugh@gov.bc.ca](mailto:Anna.LindsayBaugh@gov.bc.ca)> wrote:

Hi folks,

Another request for you!

Please take a look at the below request and get back to me with any responsive records by February 19<sup>th</sup> for my review and collation. Thank you very much!

Sincerely,  
**Anna Lindsay-Baugh**  
Ministerial Assistant to the  
Honourable Judy Darcy  
Minister of Mental Health and Addictions  
Room 346 Parliament Buildings  
C: 778-677-4091 | [anna.lindsaybaugh@gov.bc.ca](mailto:anna.lindsaybaugh@gov.bc.ca)

**WARNING - CONFIDENTIALITY NOTICE:** This email is intended only for the use of the individual or organization to whom it is addressed. It may contain information that is privileged or confidential. Any distribution, disclosure, copying, or other use by anyone else is strictly prohibited. If you have received this email in error, please telephone or email the sender immediately and delete the message without making any copies.

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**From:** HLTH FOI Operations HLTH:EX  
**Sent:** Friday, February 9, 2018 1:10 PM  
**To:** Lindsay-Baugh, Anna MMHA:EX  
**Cc:** Thumath, Meaghan MMHA:EX; Wade, Debbie MMHA:EX; FOI Health Education CITZ:EX; HLTH FOI Operations HLTH:EX  
**Subject:** NEW: Call for Records MHA-2018-80696 - Due February 22

Hi Anna,

Please find attached the Call for Records for FOI request described below. Marilyn Vause is the IAO analyst.

**Applicant type:** Political Party

**Request Details:** All emails sent from the Minister, Executive Assistant, Ministerial Assistant, or Senior Ministerial Assistant, that mention the Leap Manifesto. X-GOV request

**Date Range for Record Search:** From 07/18/2017 To 02/02/2018

Please provide Marilyn at [FOI.Health.Education@gov.bc.ca](mailto:FOI.Health.Education@gov.bc.ca) with one clean copy and one marked copy indicating specific harms recommendations – with a cc to the Health FOI Inbox [HLTH.FOIOperations@gov.bc.ca](mailto:HLTH.FOIOperations@gov.bc.ca).

Completed CFR and records with harms (or no records response) are **due to IAO by February 22**

Thanks, Patty

Patty Currie, FOI Operations  
Ministry of Health, 250 952 3276  
[HLTH.FOIOperations@gov.bc.ca](mailto:HLTH.FOIOperations@gov.bc.ca)

**From:** Joyce, Sasha [<mailto:FOI.Health.Education@gov.bc.ca>]

**Sent:** Wednesday, February 7, 2018 10:46 AM

**To:** HLTH FOI Operations HLTH:EX

**Subject:** Call for Records MHA-2018-80696 Due February 22, 2018

Hello

Please find attached a formal request made under the *Freedom of Information and Protection of Privacy Act* (FOIPPA). Your analyst for the attached request will be Marilyn Vause

**Please send the records to [FOI.Health.Education@gov.bc.ca](mailto:FOI.Health.Education@gov.bc.ca) by February 22, 2018.**

**Request Due Date: March 19, 2018**

You should be aware that FOIPPA obligates us to assist the applicant and to respond without delay, openly, accurately, and completely. In the event that the ministry must defend the adequacy of its search to the Information and Privacy Commissioner at Inquiry, those involved in searching for records may be required to sign affidavits to prove that they have conducted an adequate search for relevant records.

Please do not hesitate to contact your analyst to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- whether staff would be available to discuss the request with the applicant, if the applicant is agreeable;

- ways in which an applicant may want to narrow/focus their request to reduce potential fees; and/or
- any other questions or concerns relating to this request.

Thank you,

Sasha Joyce, FOI Analyst  
Health / Education Team  
Information Access Operations

<CFR MHA-2018-80696.pdf>

## Russell, Shannon CITZ:EX

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 13, 2018 2:55 PM  
**To:** Fleurant, Kathleen CITZ:EX  
**Subject:** RE: FOI REQUEST: Call for Records CTZ-2018-80739 Records Due February 22, 2018

Hi – I have no files that meet this FOI request.

Search Time: 5 minutes

Thanks,  
Shannon

---

**From:** Fleurant, Kathleen CITZ:EX  
**Sent:** Friday, February 9, 2018 8:26 AM  
**To:** Russell, Shannon CITZ:EX; Riley, Karl CITZ:EX; Grewal, Param CITZ:EX  
**Subject:** FW: FOI REQUEST: Call for Records CTZ-2018-80739 Records Due February 22, 2018

New FOI – due by Feb 22. When responding please include the time it took to search.

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**From:** CITZ FOI Requests CITZ:EX  
**Sent:** Thursday, February 8, 2018 5:42 PM  
**To:** Fleurant, Kathleen CITZ:EX  
**Subject:** FOI REQUEST: Call for Records CTZ-2018-80739 Records Due February 22, 2018

Hello Kathleen,

Please find below an FOI request, with attached Call for records form.

The records, completed call for records and harms are due back by February 22, 2018.

*All emails between Leadnow (@leadnow.ca) and the Minister or the staff of the Minister's Office; All emails sent from the Minister or the staff of the Minister's Office that mention "Leadnow". (Date Range for Record Search: From 07/18/2017 To 02/06/2018) Date Format is MM/DD/YYYY*

Applicant Type: Political Party  
Cross Government Number: XGR-2018-80679  
Request also directed to: multiple areas  
Records Due: February 22, 2018  
Legislated Due Date: March 21, 2018  
IAO Contact: Peggy King

Please send your responses to [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) so that I can send a co-ordinated response back to IAO.

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

If search and retrieval time is anticipated to exceed 3 hours and/or the total volume of records exceeds 200 pages, complete **only** Sections 1 & 2 of the Call for Records Form as we may be in a position to issue a fee estimate. Then, return the form to your Information & Privacy Coordinator (IPC) as by the Fee Estimate Due date noted above. Please await further instruction from the IPC as the records will not be required until the fee estimate process has been completed. Once fees have been paid or waived, The IPC will contact you to continue the call for records process. The IPC will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via eApprovals with the completed form.

You should be aware that FOIPPA obligates us to assist the applicant and to respond without delay, openly, accurately, and completely. In the event that the ministry must defend the adequacy of its search to the Information and Privacy Commissioner at Inquiry, those involved in searching for records may be required to sign affidavits confirming they have conducted an adequate search for relevant records.

Please do not hesitate to contact the IPC to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- any other questions or concerns relating to this request.

If you have any questions please let me know,

Jennifer Peddle, MSc | Information and Privacy Coordinator | Deputy Minister's Office | Ministry of Citizens' Services  
Ph: 250 387-2675 | e: [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) | m: PO Box 9440, Stn Prov Govt, Victoria, BC V8W 9V3



**Russell, Shannon CITZ:EX**

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 13, 2018 2:55 PM  
**To:** Fleurant, Kathleen CITZ:EX  
**Subject:** RE: FOI REQUEST: Call for Records CTZ-2018-80686 Records Due February 22, 2018

I have no files that meet this FOI request.

Search time: 5 minutes

Thanks,  
Shannon

---

**From:** Fleurant, Kathleen CITZ:EX  
**Sent:** Friday, February 9, 2018 8:39 AM  
**To:** Russell, Shannon CITZ:EX; Riley, Karl CITZ:EX; Grewal, Param CITZ:EX  
**Subject:** FW: FOI REQUEST: Call for Records CTZ-2018-80686 Records Due February 22, 2018

New FOI Request – due Feb 22. Please include search time when responding to this email.

Thank you,  
K

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**From:** CITZ FOI Requests CITZ:EX  
**Sent:** Thursday, February 8, 2018 5:45 PM  
**To:** Fleurant, Kathleen CITZ:EX  
**Subject:** FOI REQUEST: Call for Records CTZ-2018-80686 Records Due February 22, 2018

Hello Kathleen,

Please find below an FOI request, with attached Call for records form.

The records, completed call for records and harms are due back by February 22, 2018.

*All emails sent from the Minister, Executive Assistant, Ministerial Assistant, or Senior Ministerial Assistant, that mention the Leap Manifesto. (Date Range for Record Search: From 07/18/2017 To 02/02/2018) Date Format is MM/DD/YYYY*

Applicant Type: Political Party  
Cross Government Number: XGR-2018-80672  
Request also directed to: multiple areas  
Records Due: February 22, 2018  
Legislated Due Date: March 19, 2018  
IAO Contact: Neal Yonson

Please send your responses to [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) so that I can send a co-ordinated response back to IAO.

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

If search and retrieval time is anticipated to exceed 3 hours and/or the total volume of records exceeds 200 pages, complete **only** Sections 1 & 2 of the Call for Records Form as we may be in a position to issue a fee estimate. Then, return the form to your Information & Privacy Coordinator (IPC) as by the Fee Estimate Due date noted above. Please await further instruction from the IPC as the records will not be required until the fee estimate process has been completed. Once fees have been paid or waived, The IPC will contact you to continue the call for records process. The IPC will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via eApprovals with the completed form.

You should be aware that FOIPPA obligates us to assist the applicant and to respond without delay, openly, accurately, and completely. In the event that the ministry must defend the adequacy of its search to the Information and Privacy Commissioner at Inquiry, those involved in searching for records may be required to sign affidavits confirming they have conducted an adequate search for relevant records.

Please do not hesitate to contact the IPC to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- any other questions or concerns relating to this request.

If you have any questions please let me know,

Jennifer Peddle, MSc | Information and Privacy Coordinator | Deputy Minister's Office | Ministry of Citizens' Services  
Ph: 250 387-2675 | e: [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) | m: PO Box 9440, Stn Prov Govt, Victoria, BC V8W 9V3

## Russell, Shannon CITZ:EX

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 13, 2018 2:54 PM  
**To:** Fleurant, Kathleen CITZ:EX  
**Subject:** RE: FOI REQUEST: Call for Records CTZ-2018-80707 Records Due February 22, 2018

Hi – I have no files that fall under this request.

Search time: 5 minutes

Thanks,  
Shannon

---

**From:** Fleurant, Kathleen CITZ:EX  
**Sent:** Friday, February 9, 2018 8:43 AM  
**To:** Russell, Shannon CITZ:EX; Riley, Karl CITZ:EX; Grewal, Param CITZ:EX  
**Subject:** FW: FOI REQUEST: Call for Records CTZ-2018-80707 Records Due February 22, 2018

New FOI Request – due Feb 22, 2018.

Please include time it took to search when responding to this email.

Thank you,  
K

---

**From:** CITZ FOI Requests CITZ:EX  
**Sent:** Thursday, February 8, 2018 5:47 PM  
**To:** Fleurant, Kathleen CITZ:EX  
**Subject:** FOI REQUEST: Call for Records CTZ-2018-80707 Records Due February 22, 2018

Hello Kathleen,

Please find below an FOI request, with attached Call for records form.

The records, completed call for records and harms are due back by February 22, 2018.

*All communication between Sonia Furstenau and the Minister or the staff of the Minister's Office. (Date Range for Record Search: From 08/01/2017 To 08/31/2017) Date Format is MM/DD/YYYY*

Applicant Type: Political Party  
Cross Government Number: XGR-2018-80676  
Request also directed to: multiple areas  
Records Due: February 22, 2018  
Legislated Due Date: March 19, 2018  
IAO Contact: Chelsea Fern

Please send your responses to [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) so that I can send a co-ordinated response back to IAO.

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

If search and retrieval time is anticipated to exceed 3 hours and/or the total volume of records exceeds 200 pages, complete **only** Sections 1 & 2 of the Call for Records Form as we may be in a position to issue a fee estimate. Then, return the form to your Information & Privacy Coordinator (IPC) as by the Fee Estimate Due date noted above. Please await further instruction from the IPC as the records will not be required until the fee estimate process has been completed. Once fees have been paid or waived, The IPC will contact you to continue the call for records process. The IPC will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via eApprovals with the completed form.

You should be aware that FOIPPA obligates us to assist the applicant and to respond without delay, openly, accurately, and completely. In the event that the ministry must defend the adequacy of its search to the Information and Privacy Commissioner at Inquiry, those involved in searching for records may be required to sign affidavits confirming they have conducted an adequate search for relevant records.

Please do not hesitate to contact the IPC to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- any other questions or concerns relating to this request.

If you have any questions please let me know,

Jennifer Peddle, MSc | Information and Privacy Coordinator | Deputy Minister's Office | Ministry of Citizens' Services  
Ph: 250 387-2675 | e: [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) | m: PO Box 9440, Stn Prov Govt, Victoria, BC V8W 9V3

## Russell, Shannon CITZ:EX

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 13, 2018 2:51 PM  
**To:** Fleurant, Kathleen CITZ:EX  
**Subject:** RE: FOI REQUEST: Call for Records CTZ-2018-80791 Records Due February 23, 2018  
**Attachments:** NR

Hi Kathleen,

I have attached the following documents that fit within the FOI record request:  
NR

Search time: 20 minutes

Thanks,  
Shannon

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**From:** Fleurant, Kathleen CITZ:EX  
**Sent:** Friday, February 9, 2018 8:45 AM  
**To:** Russell, Shannon CITZ:EX; Riley, Karl CITZ:EX; Grewal, Param CITZ:EX  
**Subject:** FW: FOI REQUEST: Call for Records CTZ-2018-80791 Records Due February 23, 2018

Another new FOI Request – Due Feb 23.

Please include the time it took to search when responding to this email.

Thank you,  
Kathleen

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**From:** CITZ FOI Requests CITZ:EX  
**Sent:** Thursday, February 8, 2018 5:52 PM  
**To:** Fleurant, Kathleen CITZ:EX; Biggs, Jackie CITZ:EX; Ferguson, Wendy CITZ:EX  
**Cc:** Cook, Jeannette CITZ:EX  
**Subject:** FOI REQUEST: Call for Records CTZ-2018-80791 Records Due February 23, 2018

Hello,

Please find below an FOI request, with attached Call for records form.

The records, completed call for records and harms are due back by **February 23, 2018**.

*Regarding the November 10, 2017 meeting titled - FOI Stakeholders Roundtable, as mentioned in the Minister's calendar: All records, including but not limited to the agenda - draft and final and minutes, emails, texts, BBMs, all briefing notes - draft and final, internal and external correspondence, copies of presentation materials, handwritten notes and post-meeting report summary. (Date Range for Record Search: From 10/01/2017 To 12/31/2017) Date Format is MM/DD/YYYY*

Applicant Type: Political Party  
Cross Government Number: N/A  
Records Due: February 23, 2018  
Legislated Due Date: March 22, 2018  
IAO Contact: Toyoko Doyle

Please send your responses to [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) so that I can send a co-ordinated response back to IAO.

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

If search and retrieval time is anticipated to exceed 3 hours and/or the total volume of records exceeds 200 pages, complete **only** Sections 1 & 2 of the Call for Records Form as we may be in a position to issue a fee estimate. Then, return the form to your Information & Privacy Coordinator (IPC) as by the Fee Estimate Due date noted above. Please await further instruction from the IPC as the records will not be required until the fee estimate process has been completed. Once fees have been paid or waived, The IPC will contact you to continue the call for records process. The IPC will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via eApprovals with the completed form.

You should be aware that FOIPPA obligates us to assist the applicant and to respond without delay, openly, accurately, and completely. In the event that the ministry must defend the adequacy of its search to the Information and Privacy Commissioner at Inquiry, those involved in searching for records may be required to sign affidavits confirming they have conducted an adequate search for relevant records.

Please do not hesitate to contact the IPC to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- any other questions or concerns relating to this request.

If you have any questions please let me know,

Jennifer Peddle, MSc | Information and Privacy Coordinator | Deputy Minister's Office | Ministry of Citizens' Services  
Ph: 250 387-2675 | e: [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) | m: PO Box 9440, Stn Prov Govt, Victoria, BC V8W 9V3

## Russell, Shannon CITZ:EX

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 8, 2018 10:19 AM  
**To:** Fleurant, Kathleen CITZ:EX; Riley, Karl CITZ:EX; Grewal, Param CITZ:EX  
**Subject:** RE: FOI REQUEST: Call for Records CTZ-2018-80376 Due February 9, 2018

I have no records that relate to this request.

Thanks,  
Shannon

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**From:** Fleurant, Kathleen CITZ:EX  
**Sent:** Tuesday, January 30, 2018 8:11 AM  
**To:** Russell, Shannon CITZ:EX; Riley, Karl CITZ:EX; Grewal, Param CITZ:EX  
**Subject:** FW: FOI REQUEST: Call for Records CTZ-2018-80376 Due February 9, 2018

New FOI – due Feb 9. See details below and attached.

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**From:** CITZ FOI Requests CITZ:EX  
**Sent:** Sunday, January 28, 2018 4:18 PM  
**To:** Fleurant, Kathleen CITZ:EX  
**Subject:** FOI REQUEST: Call for Records CTZ-2018-80376 Due February 9, 2018

Hello Kathleen,

Please find below an FOI request, with attached Call for records form.

The records, completed call for records and harms are due back by **February 9, 2018**.

*Provide copies of any communications or briefing material in the Minister's Office that mention any of the following, in relation to the by-election: Kelowna West, Shelly Cook, or Ben Stewart. (Date Range for Record Search: **From 11/01/2017 To 01/19/2018**) Date Format is MM/DD/YYYY*

Applicant Type: Political Party  
Cross Government Number: XGR-2018-80342  
Request also directed to: all ministries  
Records Due: February 9, 2018  
Legislated Due Date: March 7, 2018  
IAO Contact: David Trudel

Please send your responses to [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) so that I can send a co-ordinated response back to IAO.

### **Fee estimate instructions: (see CFR form for fee calculation information and due date)**

If search and retrieval time is anticipated to exceed 3 hours and/or the total volume of records exceeds 200 pages, complete **only** Sections 1 & 2 of the Call for Records Form as we may be in a position to issue a fee estimate. Then, return the form to the IAO by the Fee Estimate Due date noted above. Please await further instruction from IAO as the records will not be required until the fee estimate process has been completed.

Once fees have been paid or waived, IAO will contact you to continue the call for records process. IAO will advise you if the request is abandoned and closed.

Send records via email in PDF format. If email is not possible, please send the records in electronic format via house mail with the completed form.

You should be aware that FOIPPA obligates us to assist the applicant and to respond without delay, openly, accurately, and completely. In the event that the ministry must defend the adequacy of its search to the Information and Privacy Commissioner at Inquiry, those involved in searching for records may be required to sign affidavits confirming they have conducted an adequate search for relevant records.

Please do not hesitate to contact me to discuss:

- whether the records may be routinely releasable;
- whether the information is being prepared for public release or is already publicly available;
- any other questions or concerns relating to this request.

If you have any questions please let me know,

Jennifer Peddle, MSc | Information and Privacy Coordinator | Deputy Minister's Office | Ministry of Citizens' Services  
Ph: 250 387-2675 | e: [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) | m: PO Box 9440, Stn Prov Govt, Victoria, BC V8W 9V3



## Russell, Shannon CITZ:EX

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 5, 2018 4:32 PM  
**To:** Sas, Jonathan IRR:EX  
**Subject:** RE: Important request re: reconciliation mandate

You are most welcome!

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**From:** Sas, Jonathan IRR:EX  
**Sent:** Monday, February 5, 2018 4:32 PM  
**To:** Russell, Shannon CITZ:EX; Sam, Anne-Marie IRR:EX  
**Cc:** Plank, Sarah GCPE:EX  
**Subject:** RE: Important request re: reconciliation mandate

Thanks so much Shannon!

Jonathan Sas | Senior Ministerial Assistant | Ministry of Indigenous Relations and Reconciliation | 778 587 4376

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**From:** Russell, Shannon CITZ:EX  
**Sent:** Monday, February 5, 2018 4:31 PM  
**To:** Sas, Jonathan IRR:EX; Sam, Anne-Marie IRR:EX  
**Cc:** Plank, Sarah GCPE:EX  
**Subject:** FW: Important request re: reconciliation mandate

Hi all,

Our response from CITZ... Let me know if you need any clarification on these initiatives.

s.13,s.16

Thanks,  
Shannon

**Shannon Russell**  
*Senior Ministerial Assistant to Jinny Sims*  
*Minister of Citizens' Services*  
[Shannon.Russell@gov.bc.ca](mailto:Shannon.Russell@gov.bc.ca) / 250-387-9699

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**From:** Sas, Jonathan IRR:EX  
**Sent:** Friday, February 2, 2018 1:05 PM  
**To:** LP Ministerial Assistants  
**Cc:** Plank, Sarah GCPE:EX  
**Subject:** Important request re: reconciliation mandate

Hello friends,

Implementing UNDRIP and pursuing reconciliation is a cross-ministry responsibility and mandate. In advance of the budget/throne speech, we want to be able to pull together all of the incredible investments our government is undertaking. We want to make sure that in addition to the core messages of the budget, the progress we are all making on these foundational commitments is not lost.

So we need your help. Please fill out the below and send to Anne and me copying Sarah Plank ([sarah.plank@gov.bc.ca](mailto:sarah.plank@gov.bc.ca)) by EOD Monday. We will make sure Sage and Jen and Finance MO get it in a timely manner.

s.13

Thanks and let me know if you have any questions,

**Jonathan Sas** | Senior Ministerial Assistant | Ministry of Indigenous Relations and Reconciliation | 778 587 4376

## Russell, Shannon CITZ:EX

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 2, 2018 2:55 PM  
**To:** Fleurant, Kathleen CITZ:EX  
**Cc:** Moreau, Denise CITZ:EX; Cook, Jeannette CITZ:EX  
**Subject:** FW: !RUSH FOR MINISTER'S SIG: s.12 Feb 6 -s.12  
**Attachments:** s.12

**Importance:** High

Hi Kathleen,

Minister has given her approval to use her e-signature on the attached. Please add her signature, pdf the document and send it to Denise and Jeannette ASAP.

Thanks,  
Shannon

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**From:** Moreau, Denise CITZ:EX  
**Sent:** Friday, February 2, 2018 2:21 PM  
**To:** Russell, Shannon CITZ:EX  
**Cc:** Cook, Jeannette CITZ:EX  
**Subject:** !RUSH FOR MINISTER'S SIG: s.12 Feb 6 -s.12  
**Importance:** High

Hi Shannon,

Apologies for the rush request. JTT has advised they need the attached document before end of day for our s.12  
s.12 Jill has approved- hoping that you can attach MJS's e-sig.

The s.12 on the attached has been reworded slightly from the Cab Sub. I've shown both below for quick  
comparison.  
Cab Sub  
s.12

Changed to  
s.12

## Russell, Shannon CITZ:EX

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**From:** Russell, Shannon CITZ:EX  
**Sent:** February 2, 2018 9:56 AM  
**To:** Fleurant, Kathleen CITZ:EX; Riley, Karl CITZ:EX; Grewal, Param CITZ:EX  
**Subject:** RE: FOI REQUEST: Call for Records CTZ-2018-80547 Due February 16, 2018

I have searched all files and emails and have no records that fit this request.

Thanks,  
Shannon

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**From:** Fleurant, Kathleen CITZ:EX  
**Sent:** Friday, February 2, 2018 9:45 AM  
**To:** Russell, Shannon CITZ:EX; Riley, Karl CITZ:EX; Grewal, Param CITZ:EX  
**Subject:** FW: FOI REQUEST: Call for Records CTZ-2018-80547 Due February 16, 2018

New FOI – Due Feb 16. See below and attached for details.

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**From:** CITZ FOI Requests CITZ:EX  
**Sent:** Friday, February 2, 2018 8:53 AM  
**To:** Cook, Jeannette CITZ:EX; Kot, Jill CITZ:EX; McDonald, Seanna CITZ:EX; Turner, Judy CITZ:EX; Pan, Christina CITZ:EX; Ferguson, Wendy CITZ:EX; Nelson, Shirley D CITZ:EX; MacLean, Debbie CITZ:EX; Fleurant, Kathleen CITZ:EX; Biggs, Jackie CITZ:EX  
**Cc:** Molyneux, Jennifer CITZ:EX  
**Subject:** FOI REQUEST: Call for Records CTZ-2018-80547 Due February 16, 2018

Hello,

Please find below an FOI request, with attached Call for records form.

The records, completed call for records and harms are due back by **February 16, 2018**.

*All records relating to the updating of the capital plan, as referenced by the Minister of Finance in the Legislature and a project status list. (Date Range for Record Search: **From 09/01/2017 To 01/26/2018**) Date Format is MM/DD/YYYY*

Applicant Type: Political Party  
Cross Government Number: XGR-2018-80459  
Request also directed to: all ministries and OOP  
Records Due: February 16, 2018  
Legislated Due Date: March 12, 2018  
IAO Contact: Neal Yonson

Please send your responses to [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) so that I can send a co-ordinated response back to IAO.

**Fee estimate instructions: (see CFR form for fee calculation information and due date)**

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- whether the information is being prepared for public release or is already publicly available;
- any other questions or concerns relating to this request.

If you have any questions please let me know,

Jennifer Peddle, MSc | Information and Privacy Coordinator | Deputy Minister's Office | Ministry of Citizens' Services  
Ph: 250 387-2675 | e: [MTIC.FOIRequests@gov.bc.ca](mailto:MTIC.FOIRequests@gov.bc.ca) | m: PO Box 9440, Stn Prov Govt, Victoria, BC V8W 9V3