

## **Olson, Lianna FIN:EX**

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**From:** Wenezenki-Yolland, Cheryl FIN:EX  
**Sent:** Monday, July 17, 2017 6:56 PM  
**To:** Gotto, Sarah F FIN:EX  
**Cc:** Olson, Lianna FIN:EX; Foster, Doug FIN:EX  
**Subject:** contact info

Please give my best to everyone. I have truly had a rewarding public service career.

I will miss the people the most.

I have learned so much from all of them and valued the relationships we have built of the years.

My contact info for those that want it:

s.22

s.22

Thank-you for all of your help today. I have truly appreciated the opportunity to work with you and the support you have given me.

Cheryl.

Cheryl Wenezenki-Yolland, CPA, CMA, FCMA  
Associate Deputy Minister and  
Chief Records Officer  
Ministry of Finance  
Province of British Columbia

## Ringma, Shalegh FIN:EX

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**From:** Galbraith, David J FIN:EX  
**Sent:** Tuesday, July 18, 2017 8:32 AM  
**To:** Ringma, Shalegh FIN:EX  
**Subject:** Re: gord forwarded this to me...

Alrighty

David Galbraith  
Deputy Secretary to Treasury Board  
Ministry of Finance

On Jul 18, 2017, at 8:31 AM, Ringma, Shalegh FIN:EX <[Shalegh.Ringma@gov.bc.ca](mailto:Shalegh.Ringma@gov.bc.ca)> wrote:

We should discuss.

Gord Enemark, TBS  
Cell: s.17

Begin forwarded message:

**From:** "Tanaka, Sandra TRAN:EX" <[Sandra.Tanaka@gov.bc.ca](mailto:Sandra.Tanaka@gov.bc.ca)>  
**To:** "Lenz, Allison TRAN:EX" <[Allison.Lenz@gov.bc.ca](mailto:Allison.Lenz@gov.bc.ca)>, "Isfeld, Kurtis FLNR:EX" <[Kurtis.Isfeld@gov.bc.ca](mailto:Kurtis.Isfeld@gov.bc.ca)>, "McCaffrey, Julianne GCPE:EX" <[Julianne.McCaffrey@gov.bc.ca](mailto:Julianne.McCaffrey@gov.bc.ca)>  
**Cc:** "Enemark, Gord FIN:EX" <[Gord.Enemark@gov.bc.ca](mailto:Gord.Enemark@gov.bc.ca)>, "Chandler, Alex FIN:EX" <[Alex.Chandler@gov.bc.ca](mailto:Alex.Chandler@gov.bc.ca)>, "Maley, Madeline L FLNR:EX" <[Madeline.Maley@gov.bc.ca](mailto:Madeline.Maley@gov.bc.ca)>  
**Subject:** Canceled: Assistant Deputy Ministers for Emergency Management Committee

Hello Everyone,

As discussed at today's (July 17) ADM call, the expectation is that these meetings will be more policy focused. As such, meeting participation will be monitored more closely and limited to ADMs and alternates will only be included for ministries specifically relevant to the policy being discussed.

The standing agenda is outlined below.

General Agenda

1. Intro Fires management (Mary Sue Maloughney)

- a. Intro
  - b. Situational overview
  - c. Current situation
    - i. Resources Requests
    - ii. Longer Term
  - 2. Transportation: Highways overview (Norm Parkes)
  - 3. Consequence management (Robert Turner)
    - a. Situational overview
      - i. Requests and offers for assistance
      - ii. Assistance to evacuees and affected communities
      - iii. Support to local governments
  - 4. Police service overview (Clayton Pecknold)
  - 5. First Nations Update (Laurel Nash)
- Thank you everyone.

-----Original Appointment-----

From: Turner, Robert TRAN:EX

Sent: Sunday, July 9, 2017 2:09 PM

To: Turner, Robert TRAN:EX; Lalani, Arif AGRI:EX; Faganello, Tara CSCD:EX; Galbraith, David J FIN:EX; Maloughney, Mary Sue FLNR:EX; Gordon, Matt GCPE:EX; Yuma Morisho, Okenge JTST:EX; Nash, Laurel ABR:EX; Standen, Jim ENV:EX; Zacharias, Mark ENV:EX; Paton, Arlene HLTH:EX; Richter, Kevin J TRAN:EX; Turner, Robert TRAN:EX; DeLarge, Lorne MTIC:EX; Bailey, Ian D MTIC:EX; Pecknold, Clayton PSSG:EX; Upton, Debi L SDSI:EX

Subject: Central Coordination Group

When: Sunday, July 9, 2017 3:00 PM-3:30 PM (UTC-08:00) Pacific Time (US & Canada).

Where: teleconference s.15.s.17 participant ID s.15.s.17 Bob to moderate

Dear Colleagues

There has been a bit of confusion about nomenclature of meetings. The information sharing meeting at 11:00 daily is not a CCG and will be appropriately renamed for tomorrow. The CCG is an ADM level group used during emergency activations which serves to keep ministries informed but more importantly:

- 1. The discuss issues of importance to government and,
- 2. Make recommendations to the Ministers and Deputies Emergency Committee (M-DEC).

We will, as a minimum, hold a CCG meeting every time an MDEC is called so you are aware, have input into the issues of the day, and can prepare your deputies before the MDEC.

An MDEC has just been scheduled for 16:00 today and so our CCG will be at 15:00.

In addition to regular updates (wildfire, highways, consequence management) we will discuss parks and possible backcountry closures.

Apologies for the short notice.

Shalegh Ringma  
Executive Assistant to  
David Galbraith ~ **Assistant Deputy Minister**  
Room 104 - 617 Government Street Victoria BC | P: 250.387.8675  
**TREASURY BOARD STAFF**  
Ministry of Finance



## Ringma, Shalegh FIN:EX

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**From:** Galbraith, David J FIN:EX  
**Sent:** Tuesday, July 18, 2017 9:20 AM  
**To:** Weckend, Anne-Mette FIN:EX  
**Cc:** Ringma, Shalegh FIN:EX  
**Subject:** RE: s.22

Deputy to the Premier. Please keep on this. Shalegh BF this for a week from now for an update.

David Galbraith  
Deputy Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

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

From: Weckend, Anne-Mette FIN:EX  
Sent: Tuesday, July 18, 2017 9:09 AM  
To: Galbraith, David J FIN:EX  
Subject: RE: s.22

Sure thing.. I will do some digging to see if we have anything existing to use as a starting point. Let me know when is a good time to have a quick chat. Who is the audience?

Anne-Mette Weckend  
Manager, Treasury Board Operations  
Treasury Board Staff  
Ministry of Finance  
T: (250) 387-9048  
[Anne-Mette.Weckend@gov.bc.ca](mailto:Anne-Mette.Weckend@gov.bc.ca)

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

From: Galbraith, David J FIN:EX  
Sent: Monday, July 17, 2017 8:41 AM  
To: Weckend, Anne-Mette FIN:EX  
Subject: RE: s.22

Hi Anne-Mette

When you get back I have something for you to work on. Basically I've been tasked with a TBS Leadership Program (my words) for government. So how do we use the experience of TBS as a step along the way of developing people across government. I've been involved with similar and have put together things over time. My initial thoughts would be to have a strategy that had a number of streams in no particular order;

- GDP program - new grad school recruits;
- TBS strengthening - development of existing staff
- TBS Cycle In program - cycle in ministry lower management staff from line ministries for a term of central agency/budgeting experience;
- TBS Cycle Out program - existing TB analysts given/pushed into new opportunities in line ministries;
- Executive Development - an opportunity for a line ministry ED to get exposure to Cabinet/TB/Minister.

Can you see what you have or Alex has or.... on some of the work that Melissa Thickers did and others on this type of stuff?

Not for sharing with others yet.

David Galbraith  
Deputy Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

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

From: Weckend, Anne-Mette FIN:EX  
Sent: Monday, July 17, 2017 6:00 AM  
To: Galbraith, David J FIN:EX  
Cc: Dunn, Paula FIN:EX; FIN TBS Admin FIN:EX  
Subject: s.22

s.22

Sent from my iPhone

## Ringma, Shalegh FIN:EX

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**From:** Galbraith, David J FIN:EX  
**Sent:** Tuesday, July 18, 2017 9:53 AM  
**To:** Mirza, Sadaf FIN:EX  
**Cc:** Costello, Mark FIN:EX; Ringma, Shalegh FIN:EX  
**Subject:** RE: Housing Affordability and Interest Rates

Thanks Sadaf! Set up a time to discuss early next week.

David Galbraith  
Deputy Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

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**From:** Mirza, Sadaf FIN:EX  
**Sent:** Tuesday, July 18, 2017 9:29 AM  
**To:** Galbraith, David J FIN:EX  
**Cc:** Costello, Mark FIN:EX  
**Subject:** Housing Affordability and Interest Rates

Hi Dave: The attached document is still a work in progress, but I just wanted to send you what we have for now. It's basically a s.12

s.12 We'll keep you posted once we know more.

Please let us know if you have any question or want to chat about this.

Thanks,  
Sadaf

## Ringma, Shalegh FIN:EX

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**From:** Galbraith, David J FIN:EX  
**Sent:** Tuesday, July 18, 2017 9:55 PM  
**To:** Ringma, Shalegh FIN:EX  
**Subject:** Can you book a TBEX Meeting

At 9 tomorrow?

David Galbraith  
Secretary to Treasury Board  
Ministry of Finance

**Ringma, Shalegh FIN:EX**

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**From:** Galbraith, David J FIN:EX  
**Sent:** Tuesday, July 18, 2017 10:37 PM  
**To:** Ringma, Shalegh FIN:EX  
**Subject:** s.22

s.22

David Galbraith  
Secretary to Treasury Board  
Ministry of Finance

## Ringma, Shalegh FIN:EX

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**From:** Galbraith, David J FIN:EX  
**Sent:** Wednesday, July 19, 2017 10:23 AM  
**To:** FIN TBS TBEX  
**Subject:** FW: Potential Ministers Briefings - Thursday afternoon  
**Attachments:** Ministry Room Location.docx

FYI

David Galbraith  
Deputy Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

s.14

Page 11 to/à Page 13

Withheld pursuant to/removed as

s.14

## Ringma, Shalegh FIN:EX

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**From:** Galbraith, David J FIN:EX  
**Sent:** Wednesday, July 19, 2017 11:37 AM  
**To:** FIN TBS TBEX; Stonnell, Jennifer FIN:EX; Nicholson, Riley FIN:EX  
**Cc:** Chipper, Tammy L FIN:EX; Wanamaker, Lori MCF:EX  
**Subject:** MO scheduling and paper flow

Lori and I agree that to keep scheduling and paper flow to the MO simple we will use the existing structure (i.e. TBS will flow through the Finance DMO as we do now).

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427



## Ringma, Shalegh FIN:EX

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**From:** Galbraith, David J FIN:EX  
**Sent:** Wednesday, July 19, 2017 12:11 PM  
**To:** FIN TBS All Staff  
**Subject:** FW: DMO Staff Changes

Apologies I should have sent this out on Monday.

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

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**From:** MacLean, Shelley FIN:EX  
**Sent:** Monday, July 17, 2017 1:29 PM  
**To:** Symes, Elan C FIN:EX; Hopkins, Jim FIN:EX; Richards, Tara R FIN:EX; Fischer, Carl M FIN:EX; Wood, Heather FIN:EX; Galbraith, David J FIN:EX; Wenezenki-Yolland, Cheryl FIN:EX; Brown, Chris FIN:EX; Mazure, John C FIN:EX; Curtis, David FIN:EX; Foster, Doug FIN:EX; Edwardson, Jamie GCPE:EX; Nicholson, Riley FIN:EX; Gillies, Jessica FIN:EX; Verrall, Mona E FIN:EX; Gibbs, Chantal FIN:EX; Anderson, Marika L FIN:EX; Stonnell, Jennifer FIN:EX  
**Subject:** DMO Staff Changes

Well folks it is time to say goodbye to all of you as this is my last day in Finance. I'm sorry about the short notice, but it was all very sudden.

s.22

s.22

I am leaving you in extremely capable hands and am happy to announce Jennifer Stonnell has accepted a 7 month TA as A/Director Executive Operations and Strategic Initiatives.

I wish you all a successful professional life and a prosperous future.

Kindest Regards, Shelley

## Ringma, Shalegh FIN:EX

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**From:** Galbraith, David J FIN:EX  
**Sent:** Wednesday, July 19, 2017 2:10 PM  
**To:** Ringma, Shalegh FIN:EX  
**Subject:** RE: FIN-2017- 70143

Approved.

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

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**From:** Ringma, Shalegh FIN:EX  
**Sent:** Wednesday, July 19, 2017 2:05 PM  
**To:** Galbraith, David J FIN:EX  
**Subject:** FW: FIN-2017- 70143

Brad has made severing recommendations on this consult, do you confirm his recommendation?

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**From:** Manderville, Brad W FIN:EX  
**Sent:** Wednesday, July 19, 2017 1:50 PM  
**To:** Ringma, Shalegh FIN:EX  
**Cc:** Hill, Heather K FIN:EX  
**Subject:** RE: FIN-2017- 70143

Hi Shalegh,

Attached are my severing recommendations for the FOI consult.

Thanks,  
Brad

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**From:** Ringma, Shalegh FIN:EX  
**Sent:** Wednesday, July 5, 2017 12:59 PM  
**To:** Manderville, Brad W FIN:EX  
**Subject:** FW: FIN-2017- 70143

Hi Brad, can you have a look at this file and let me know if there are any concerns.

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**From:** FOI Coordinator FIN:EX  
**Sent:** Wednesday, July 5, 2017 9:51 AM  
**To:** Ringma, Shalegh FIN:EX  
**Cc:** FOI Coordinator FIN:EX; Gillies, Jessica FIN:EX  
**Subject:** FW: FIN-2017- 70143

Good morning Shalegh,

Over to your Unit for the marking of harms please with a due date of July 25<sup>th</sup>.

Please note: Brad Manderville, is the subject matter expert pertaining to this file.

Thank you,

*Marika Anderson*

Deputy Minister's Office  
Ministry of Finance  
(250) 356-8078

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**From:** Trudel, David FIN:EX  
**Sent:** Tuesday, July 4, 2017 3:56 PM  
**To:** FOI Coordinator FIN:EX  
**Subject:** FIN-2017- 70143 Consultation Due July 28

Hello Marika,  
Partnerships BC would like to consult the Ministry of Finance on the attached records, which are responsive to a request they received:

**"In July 2014, the Ministry of Finance published a review of Partnerships BC which may be found here: /1http://www.fm.gov.bc.ca/1aas/pdf/docs/Review%20of%20PBC.pdf. The steering committee for the review wrote with additional recommendations to those found in the review. On December 16, 2014, the Ministry of Finance issued a press release which said, "The B. C. government has accepted and will be implementing all recommendations from both the Crown review and the steering committee review; I request copies of any communications from the government or the Ministry of Finance to Partnerships BC regarding the review and the additional comments from the steering committee. I am particularly interested in any directions which Partnerships BC may have received in respect to this; I am also seeking any internal PBC documents outlining any changes in policy or practices arising from the findings of the review, the additional comments from the steering committee or other communications from the Government concerning these documents; I would be pleased to receive these documents in electronic form if there is an issue with respect to copying costs. If any part of this request is delayed I request those parts which do not require delay be released to me before the final documents are available. Please contact me if in any way I can help clarify this request or reduce work necessary to fulfill this request."**

Please let me know whether the Ministry of Finance has any concerns with the disclosure of the attached records. Partnerships BC has requested a response by July 28, 2017. Please note that PBC has been in contact with the Ministry of Finance and has requested that this consult also be sent to the attention of Brad Manderville, Strategic Advisor, Capital Treasury Board Staff, as he is a key contact on this file.

Please do not hesitate to contact me if you have any questions or concerns.

Kind regards,

David Trudel | FOI Analyst | Information Access Operations | Ministry of Finance  
Ph: 250-953-6211 | e: [David.Trudel@gov.bc.ca](mailto:David.Trudel@gov.bc.ca) | m: PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

## Ringma, Shalegh FIN:EX

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**From:** Galbraith, David J FIN:EX  
**Sent:** Thursday, July 20, 2017 2:50 PM  
**To:** FIN TBS TBEX  
**Subject:** FW: Mandate letter for DM and David Galbraith  
**Attachments:** Scan\_20170720.pdf

FYI. Note the first priority for our Minister. Analysts should be reviewing their ministry mandate letters to get a road map of where government wants to go.

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

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**From:** Stonnell, Jennifer FIN:EX  
**Sent:** Thursday, July 20, 2017 9:21 AM  
**To:** Wanamaker, Lori FIN:EX; Galbraith, David J FIN:EX  
**Cc:** Nicholson, Riley FIN:EX  
**Subject:** FW: Mandate letter for DM and David Galbraith

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**From:** Marquis, Yvette FIN:EX  
**Sent:** Thursday, July 20, 2017 9:14 AM  
**To:** Stonnell, Jennifer FIN:EX  
**Cc:** Nicholson, Riley FIN:EX  
**Subject:** Mandate letter for DM and David Galbraith

Good morning,  
I have been asked to forward a copy of the attached mandate letter for the DM and for David Galbraith. Will you please ensure both receive a copy?  
Thanks so much.



*Yvette Marquis  
Administrative Coordinator  
to the Honourable Carole James  
Minister of Finance and Deputy Premier  
Province of British Columbia  
Office: (250) 387-3751  
Fax: (250) 387-5794*



July 18, 2017

Honourable Carole James  
Minister of Finance and Deputy Premier  
Parliament Buildings  
Victoria, British Columbia  
V8V 1X4

Dear Minister James:

Congratulations on your new appointment as Minister of Finance and Deputy Premier.

It has never been more important for new leadership that works for ordinary people, not just those at the top.

It is your job to deliver that leadership in your ministry.

Our government made three key commitments to British Columbians.

Our first commitment is to make life more affordable. Too many families were left behind for too long by the previous government. They are counting on you to do your part to make their lives easier.

Our second commitment is to deliver the services that people count on. Together, we can ensure that children get access to the quality public education they need to succeed, that families can get timely medical attention, and that our senior citizens are able to live their final years with dignity.

These and other government services touch the lives of British Columbians every day. It is your job as minister to work within your budget to deliver quality services that are available and effective.

Our third key commitment is to build a strong, sustainable, innovative economy that works for everyone, not just the wealthy and the well-connected. Together, we are going to tackle poverty and inequality, create good-paying jobs in every corner of the province, and ensure people from every background have the opportunity to reach their full potential.

.../2

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Office of the  
Premier

Web Site:  
[www.gov.bc.ca](http://www.gov.bc.ca)

Mailing Address:  
PO Box 9041 Stn Prov Govt  
Victoria BC V8W 9E1

Location:  
Parliament Buildings  
Victoria

These three commitments along with your specific ministerial objectives should guide your work and shape your priorities from day to day. I expect you to work with the skilled professionals in the public service to deliver on this mandate.

As you are aware, we have set up a *Confidence and Supply Agreement* with the B.C. Green caucus. This agreement is critical to the success of our government. Accordingly, the principles of "good faith and no surprises" set out in that document should also guide your work going forward.

As minister, you are responsible for ensuring members of the B.C. Green caucus are appropriately consulted on major policy issues, budgets, legislation and other matters as outlined in our agreement. This consultation should be coordinated through the Confidence and Supply Agreement Secretariat in the Premier's Office. The Secretariat is charged with ensuring that members of the B.C. Green caucus are provided access to key documents and officials as set out in the agreement. This consultation and information sharing will occur in accordance with protocols established jointly by Government and the B.C. Green caucus, and in accordance with relevant legislation.

British Columbians expect our government to work together to advance the public good. That means seeking out, fostering, and advancing good ideas regardless of which side of the house they come from.

Our government put forward a progressive vision for a Better B.C. that has won broad support with all members of the legislature. There is consensus on the need to address many pressing issues such as reducing health care wait times, addressing overcrowded and under supported classrooms, taking action on climate change, tackling the opioid crisis, and delivering safe, quality, affordable child care for all. As one of my ministers, I expect you to build on and expand that consensus to help us better deliver new leadership for British Columbians.

As part of our commitment to true, lasting reconciliation with First Nations in British Columbia our government will be fully adopting and implementing the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), and the Calls to Action of the Truth and Reconciliation Commission. As minister, you are responsible for moving forward on the Calls to Action and reviewing policies, programs, and legislation to determine how to bring the principles of the Declaration into action in British Columbia.

In your role as Minister of Finance and Deputy Premier I expect that you will make substantive progress on the following priorities:

- Ensure Budget 2017/18 reports as balanced as per public accounts released in summer 2018.
- Take measures to improve tax fairness and ensure the tax system reflects our commitment to work for all British Columbians, not just those at the top.

.../3

- Create a Medical Service Plan task force and eliminate Medical Service Plan fees within four years, starting with a 50 per cent reduction on January 1, 2018.
- Eliminate tolls on the Port Mann and Golden Ears bridges.
- Take measures to improve housing affordability, close real estate speculation loopholes, and reduce tax fraud and money laundering in the B.C. real estate marketplace.
- Develop funding partnerships with the federal government, First Nations, municipalities, pension funds, financial institutions and businesses to invest in new capital infrastructure across the province over the next five years.
- Increase the carbon tax by \$5 per tonne per year beginning April 1, 2018, take measures to expand the tax to fugitive emissions and slash-pile burning, and dedicate additional revenue to rebate cheques for families and investments in climate change solutions.
- Enhance the lending capacity of B.C. credit unions by making their tax status permanent and lifting the cap on lending.

All members of Cabinet are expected to review, understand and act according to the *Members Conflict of Interest Act* and to conduct themselves with the highest level of integrity. Remember, as a Minister of the Crown, the way you conduct yourself will reflect not only on yourself, but on your Cabinet colleagues and our government as a whole.

I look forward to working with you in the coming weeks and months ahead.

It will take dedication, hard work, and a real commitment to working for people to make it happen, but I know you're up to the challenge.

Sincerely,



John Horgan  
Premier

## **Ringma, Shalegh FIN:EX**

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**From:** Galbraith, David J FIN:EX  
**Sent:** Thursday, July 20, 2017 2:55 PM  
**To:** FIN TBS TBEX  
**Subject:** RE: Mandate letter for DM and David Galbraith

Its unclear when these will be public so when they are is when people should get on it. thanks!

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

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**From:** Galbraith, David J FIN:EX  
**Sent:** Thursday, July 20, 2017 2:50 PM  
**To:** FIN TBS TBEX  
**Subject:** FW: Mandate letter for DM and David Galbraith

FYI. Note the first priority for our Minister. Analysts should be reviewing their ministry mandate letters to get a road map of where government wants to go.

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

---

**From:** Stonnell, Jennifer FIN:EX  
**Sent:** Thursday, July 20, 2017 9:21 AM  
**To:** Wanamaker, Lori FIN:EX; Galbraith, David J FIN:EX  
**Cc:** Nicholson, Riley FIN:EX  
**Subject:** FW: Mandate letter for DM and David Galbraith

---

**From:** Marquis, Yvette FIN:EX  
**Sent:** Thursday, July 20, 2017 9:14 AM  
**To:** Stonnell, Jennifer FIN:EX  
**Cc:** Nicholson, Riley FIN:EX  
**Subject:** Mandate letter for DM and David Galbraith

Good morning,  
I have been asked to forward a copy of the attached mandate letter for the DM and for David Galbraith. Will you please ensure both receive a copy?  
Thanks so much.





*Yvette Marquis  
Administrative Coordinator  
to the Honourable Carole James  
Minister of Finance and Deputy Premier  
Province of British Columbia  
Office: (250) 387-3751  
Fax: (250) 387-5794*

## Ringma, Shalegh FIN:EX

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**From:** Galbraith, David J FIN:EX  
**Sent:** Thursday, July 20, 2017 4:22 PM  
**To:** Ringma, Shalegh FIN:EX  
**Subject:** RE: Follow-up on Prep for the Richmond MBCPS Got Talent Session, April 19-20, and beyond

Yes please

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

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**From:** Ringma, Shalegh FIN:EX **On Behalf Of** Galbraith, David J FIN:EX  
**Sent:** Thursday, July 20, 2017 4:16 PM  
**To:** Galbraith, David J FIN:EX  
**Subject:** FW: Follow-up on Prep for the Richmond MBCPS Got Talent Session, April 19-20, and beyond

Should we cancel this for you??

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**From:** Galbraith, David J FIN:EX  
**Sent:** Wednesday, March 15, 2017 1:59 PM  
**To:** Ringma, Shalegh FIN:EX  
**Subject:** FW: Follow-up on Prep for the Richmond MBCPS Got Talent Session, April 19-20, and beyond

For my calendar please

David Galbraith  
Assistant Deputy Minister  
Treasury Board Staff  
Ph. 250 356-5427

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**From:** Gerenska, Mariana PSA:EX  
**Sent:** Wednesday, March 15, 2017 1:58 PM  
**To:** Galbraith, David J FIN:EX; Denlinger, Becky TRAN:EX; Caul, Doug D ABR:EX; MacLaren, Les MEM:EX  
**Cc:** Paine, Alison PSA:EX; Maranda, Pierrette IGRS:EX; Kot, Jill EDUC:EX; Jardine, Kevin EAO:EX; Provan, Amanda PSA:EX  
**Subject:** Follow-up on Prep for the Richmond MBCPS Got Talent Session, April 19-20, and beyond

Hello,

Thank you for working together to shape the best panel experience for our excluded managers as a part of the *Managing in the BC Public Service Program* !

First and foremost, we have a newly selected MBCPS Program Lead – Amanda Provan – congratulations, Amanda! I'd like to start including Amanda in our discussions as we all work together to arrive at the best format for this session going into the future. You will be hearing more and more from Amanda as the MBCPS is gradually transitioning to a sustainment and continuous improvement mode.

What I am seeking with this communication is confirmation of panel participants in the 3 upcoming MBCPS sessions, and endorsement of the improved format of the Got Talent session -

### Upcoming sessions and panel membership

We have our panelists for the Richmond session on April 19-20 – thank you, David, Doug, Becky and Les. Please make sure you book both days in your calendars for now as we are working on some improved intra-session dynamics – details to come.

Based on the participants' feedback, we may be inviting ED participation to help bridge the gap in levels.

For the two scheduled sessions after Richmond, we have the following volunteers:

- Kamloops June 20-21 Coast Hotel and Conference Centre: Les
- Victoria July 25-26 Inn at Laurel Point – Pierrette, David

If anyone else would like to join the Kamloops and/or Victoria panel team, please let us know.

### Proposed changes to session format

Based on our debrief last week, and in consideration of participants' feedback from the Victoria session, I have developed the Got Talent session further – please have a look and let me know if you have any other ideas or comments.

In case of changes to existing questions, I have used blue to indicate proposed changes.

Emcee opens the sessions and introduces the panel members. She starts by asking the audience as they are listening to the conversation unfold, write their questions on a sticky note, and submit through the Facilitators. Collect the questions in a hat (or a box) and the Emcee draws and poses when indicated till the time is up. Encourages follow-up discussion in case of unanswered questions at the Speaker's Corner.

#### Question #1:

Tell us about how you got to where you are today. Please highlight how your responsibilities changed as you progressed, and what were some of the pivotal learning experiences that helped shape you as a leader.

Purpose: By way of stories, provide an idea of your career path, highlighting critical success factors along the way, particularly in terms of how the proportion of *management vs leadership* changed as you progressed, and some of your career-shaping influences.

Process: Emcee asks of all panel members. Total of 10 min.

#### Question #2 (new question):

Tell us what it truly means to be in your shoes with both the highs and the lows?

Purpose: To provide a realistic picture of what it takes to be an executive, including the spill-over impacts on your life and health.

Process: Popcorn style – everyone throws in their positives. Then attention turns to the lows – everyone chimes in. Discussion unfolds. Total 10 min.

#### Question #2:

Have you had a mentor that you are still grateful to – why, what did they do for you?

Purpose: Share positive influences that you have experienced making it clear what you value in people who have supported you in your journey.

Process: Ask of one or two panel members and allow for a discussion if anyone else wants to chime in. Total 10 min.

Question #3:

Are you nurturing rising stars? How about your established “planets”? And how much time would you say you spend on average per month developing others?

Purpose: By way of stories, provide highlights of your talent leadership practices and emphasize the increasing importance of each excluded manager spending time to develop talent, regardless of their level or role, so that together, we can create an environment of succession management.

Process: Ask of one or two panel members and allow for a discussion with others adding to what has been shared already. Total 10 min.

Emcee spends the remaining 20 min drawing audience questions from the hat/box and posing them to panelists.

Let me and Amanda know if this captures the ideas that you shared last week.

The Victoria participants have also made it clear that they need to see the following:

- context setting presentation to anchor panel discussion
- make objectives clear
- align key messages
- allow for more questions from the audience
- have middle level managers present as they are closer to our level
- diversify panel
- allow for debate and dialogue
- so what - the transfer
- focus on practical tools for talent mobility

What I have laid out for your consideration above is a step in that direction, and we will be working on the rest in our Agency team as well. If you have any other ideas, questions or considerations, Amanda and I would be more than happy to hear and work with all of you to truly make this our shared corporate organizational flagship program.

Thank you for your leadership !

Mariana

Mariana Gerenska, Learning Developer  
The Learning Centre | Talent Management Division | BC Public Service Agency  
716 Courtney Street | Victoria, BC | V8W 1C2 | 250-507-2514

## **Ringma, Shalegh FIN:EX**

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Thursday, July 20, 2017 4:28 PM  
**To:** Ringma, Shalegh FIN:EX  
**Subject:** RE: Hat day

No just wanted to do something tomorrow

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

---

**From:** Ringma, Shalegh FIN:EX  
**Sent:** Thursday, July 20, 2017 4:27 PM  
**To:** Galbraith, David J FIN:EX  
**Subject:** RE: Hat day

Did I miss something??

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Thursday, July 20, 2017 4:25 PM  
**To:** FIN TBS All Staff  
**Subject:** Hat day

I'm really curious to see how Gord covers his head on the weekend, so I'm proclaiming July 21 TBS Hat Day. Please wear your favourite chapeau. Alex has promised a healthy and delicious sausage lunch to whoever has the best hat!

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

## Ringma, Shalegh FIN:EX

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Thursday, July 20, 2017 4:53 PM  
**To:** Ringma, Shalegh FIN:EX  
**Subject:** s.22

s.22

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

---

**From:** Ringma, Shalegh FIN:EX  
**Sent:** Thursday, July 20, 2017 4:52 PM  
**To:** Galbraith, David J FIN:EX  
**Subject:** RE:s.22

s.22

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Thursday, July 20, 2017 4:42 PM  
**To:** Ringma, Shalegh FIN:EX  
**Subject:** FW:s.22

s.22

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

## Ringma, Shalegh FIN:EX

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Friday, July 21, 2017 8:37 AM  
**To:** FIN TBS TBEX  
**Subject:** FW: Government Caucus  
**Attachments:** NDP Government Caucus Pictures.docx

Share as you see fit.

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

s.14

Page 30 to/à Page 33

Withheld pursuant to/removed as

s.14



## Ringma, Shalegh FIN:EX

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Friday, July 21, 2017 10:23 AM  
**To:** Ringma, Shalegh FIN:EX  
**Subject:** FW: NEW - DMC Meetings - 2017

fyi

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

s.14

Page 35 to/à Page 36

Withheld pursuant to/removed as

s.14

## Ringma, Shalegh FIN:EX

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Friday, July 21, 2017 6:11 PM  
**To:** Riley, Dave FIN:EX  
**Cc:** FIN TBS TBEX  
**Subject:** Re: MCJ briefings

That works Dave

David Galbraith  
Secretary to Treasury Board  
Ministry of Finance

On Jul 21, 2017, at 5:07 PM, Riley, Dave FIN:EX <[Dave.Riley@gov.bc.ca](mailto:Dave.Riley@gov.bc.ca)> wrote:

I don't think we'll have a draft for Tuesday – it needs a bit of work

We can take a copy of the previous year for her

**From:** Galbraith, David J FIN:EX  
**Sent:** Friday, July 21, 2017 4:45 PM  
**To:** FIN TBS TBEX  
**Subject:** MCJ briefings

Gang,

TB will hopefully be appointed next week with TB meetings occurring some-time in the first half of August. Here's the proposed schedule and topics for next week. At this point the times haven't been confirmed, you will note I've included the other areas. Please work with Shalegh in getting your paper etc together.

Monday

- Tax 2 hours
- Half hour on a normal TB sub process and products; lets take the TB briefing binder for her it has what we need. I think it should be Me and the PBO EDs.

s.12

Tuesday

- 1 hour Budget briefing: use transition doc confirm priorities; review budget instructions/letter; confirm constraints as best we can; confirm process. So additional paper to get ready
- 1 hour capital 101: heather and I attend. Heather I assume we use the TBS binder tab 1 C, is there any other doc's you would like to bring?
- 45 mins Financial and Economic Review Document: me, Dave, sadaf and Chris?? Bring a draft?

Wednesday

- No briefings due to Cabinet

Thursday

- 45 mins Process on reorg Doug will lead I will attend maybe Chris you too

- 30 mins Contingencies – Me, Alex and Mark we use the transition briefing note make sure we bring the up to date documents
- 1 hour Capital changes for the budget update (health pressures, patullo etc) Heather what paper do you want to bring/prepare?

Friday

- Tax 2 hours
- Provincial treasury 1 hour
- Ficom

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

## Ringma, Shalegh FIN:EX

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Friday, July 21, 2017 6:13 PM  
**To:** Skillings, Chris FIN:EX  
**Cc:** Riley, Dave FIN:EX; FIN TBS TBEX  
**Subject:** Re: MCJ briefings

Will do

David Galbraith  
Secretary to Treasury Board  
Ministry of Finance

On Jul 21, 2017, at 5:35 PM, Skillings, Chris FIN:EX <[Chris.Skillings@gov.bc.ca](mailto:Chris.Skillings@gov.bc.ca)> wrote:

Do we know when Carl has time on the Public Accounts? May be useful to speak to the FER at the same time?

On Jul 21, 2017, at 5:07 PM, Riley, Dave FIN:EX <[Dave.Riley@gov.bc.ca](mailto:Dave.Riley@gov.bc.ca)> wrote:

I don't think we'll have a draft for Tuesday – it needs a bit of work

We can take a copy of the previous year for her

**From:** Galbraith, David J FIN:EX  
**Sent:** Friday, July 21, 2017 4:45 PM  
**To:** FIN TBS TBEX  
**Subject:** MCJ briefings

Gang,  
TB will hopefully be appointed next week with TB meetings occurring some-time in the first half of August. Here's the proposed schedule and topics for next week. At this point the times haven't been confirmed, you will note I've included the other areas. Please work with Shalegh in getting your paper etc together.

Monday

- Tax 2 hours
- Half hour on a normal TB sub process and products; lets take the TB briefing binder for her it has what we need. I think it should be Me and the PBO EDs.

s.12

Tuesday

- 1 hour Budget briefing: use transition doc confirm priorities; review budget instructions/letter; confirm constraints as best we can; confirm process. So additional paper to get ready
- 1 hour capital 101: heather and I attend. Heather I assume we use the TBS binder tab 1 C, is there any other doc's you would like to bring?

- 45 mins Financial and Economic Review Document: me, Dave, sadaf and Chris?? Bring a draft?

#### Wednesday

- No briefings due to Cabinet

#### Thursday

- 45 mins Process on reorg Doug will lead I will attend maybe Chris you too
- 30 mins Contingencies – Me, Alex and Mark we use the transition briefing note make sure we bring the up to date documents
- 1 hour Capital changes for the budget update (health pressures, patullo etc) Heather what paper do you want to bring/prepare?

#### Friday

- Tax 2 hours
- Provincial treasury 1 hour
- Ficom

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

## Ringma, Shalegh FIN:EX

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Monday, July 24, 2017 11:18 AM  
**To:** FIN TBS TBEX  
**Subject:** RE: Minster briefings

Each of you please when you provide your paper to Shalegh also flag what section in the TBS transition binder you will also be referring to (if that's the case) so we can let the MO know. Thanks,

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Monday, July 24, 2017 8:27 AM  
**To:** FIN TBS TBEX  
**Subject:** FW: Minster briefings

I'd like to meet at 9 to go over the briefing schedule this week and discuss what materials to bring vs what MCJ already has with the TBS Transition binder.

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

---

**From:** Stonnell, Jennifer FIN:EX  
**Sent:** Monday, July 24, 2017 7:30 AM  
**To:** Galbraith, David J FIN:EX  
**Subject:** Re: Minster briefings

Ok, thanks!

Sent from my iPhone

On Jul 24, 2017, at 7:29 AM, Galbraith, David J FIN:EX <[David.Galbraith@gov.bc.ca](mailto:David.Galbraith@gov.bc.ca)> wrote:

I don't know. That's a question for Lori.

David Galbraith  
Secretary to Treasury Board  
Ministry of Finance

On Jul 24, 2017, at 7:08 AM, Stonnell, Jennifer FIN:EX <[Jennifer.Stonnell@gov.bc.ca](mailto:Jennifer.Stonnell@gov.bc.ca)> wrote:

Will do. Just to clarify, are the two Tax Briefings intended for PLD? Or should Revenue's item be included in there somewhere? I don't see it elsewhere.

Thanks

Jenn

Sent from my iPhone

On Jul 21, 2017, at 6:13 PM, Galbraith, David J FIN:EX <[David.Galbraith@gov.bc.ca](mailto:David.Galbraith@gov.bc.ca)> wrote:

Can we switch reforge and FER briefings ? FER goes better with public accounts

David Galbraith  
Secretary to Treasury Board  
Ministry of Finance

On Jul 21, 2017, at 5:04 PM, Stonnell, Jennifer FIN:EX  
<[Jennifer.Stonnell@gov.bc.ca](mailto:Jennifer.Stonnell@gov.bc.ca)> wrote:

Hi Dave,

Below is the a chart with the proposed schedule you provided and corresponding divisions responsible.

Monday		Tuesday		Wednesday	Thursday	
Tax Briefings (2 hrs)	PLD	Budget (1 hr) <ul style="list-style-type: none"><li>- Priorities</li><li>- Letter</li><li>- Process</li><li>- Constraints</li></ul>	TBS		Public Accounts	OCG (already scheduled)
Normal TB Sub Process (1/2 hr)	TBS	Capital 101 (1 hr)	TBS		Process on re-org (45 mins)	Doug
s.12 (45 Minutes)	Doug	Financial Economic Review (45 mins)	TBS		Contingencies (1/2 hr)	TBS
					Capital Budget (1 hr)	TBS

I will work with the MO on Monday AM to set up times.

Thanks!

**Jennifer Stonnell**  
A/Director, Executive Operations and Strategic Initiatives |  
Ministry of Finance  
Tel. 250-356-6696 | Email: [Jennifer.Stonnell@gov.bc.ca](mailto:Jennifer.Stonnell@gov.bc.ca)



## Ringma, Shalegh FIN:EX

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Monday, July 24, 2017 11:19 AM  
**To:** Ringma, Shalegh FIN:EX  
**Subject:** s.12  
**Attachments:**

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

---

**From:** Foster, Doug FIN:EX  
**Sent:** Saturday, July 22, 2017 1:05 PM  
**To:** Galbraith, David J FIN:EX  
**Cc:** Wanamaker, Lori FIN:EX  
**Subject:** FW: s.12

Keeping you in loop too. d

---

**From:** Foster, Doug FIN:EX  
**Sent:** Saturday, July 22, 2017 1:03 PM  
**To:** MacLaren, Les MEM:EX  
**Cc:** Wieringa, Paul MEM:EX; Rowe, Katherine MEM:EX; Hopkins, Jim FIN:EX; Gonzalez, Selina FIN:EX; Flanagan, Kara FIN:EX  
**Subject:** s.12

Attached is red-line and clean of BN reflecting further DM comments and fixes etc.  
I think we can consider this as final for briefings if no one objects.  
I tentatively will be briefing my minister Monday.

s.13

d.

Page 44 to/à Page 52

Withheld pursuant to/removed as

s.12

## Ringma, Shalegh FIN:EX

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Monday, July 24, 2017 11:23 AM  
**To:** Hill, Heather K FIN:EX; Ringma, Shalegh FIN:EX  
**Subject:** RE: Capital briefing material

Looks good, just need to put it on the new ppt template that Shalegh has. Shalegh can you share the new template with everyone please?

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

---

**From:** Hill, Heather K FIN:EX  
**Sent:** Monday, July 24, 2017 11:18 AM  
**To:** Galbraith, David J FIN:EX  
**Subject:** Capital briefing material

Hi Dave,

A have put together a new deck for the Capital 101 briefing that covers:

1. Capital Plan Overview
2. Capital Plan Update Process
3. Capital Policy
4. Capital Asset Procurement

In addition, for tomorrow we will provide the TRAN placemat (phase 2) and the Appendix B sheets for the major capital ministries.

Can you please have a look at the deck and let me know if it works?

Heather

## Ringma, Shalegh FIN:EX

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Monday, July 24, 2017 11:25 AM  
**To:** Skillings, Chris FIN:EX  
**Cc:** Dube, Jonathan FIN:EX; Ringma, Shalegh FIN:EX  
**Subject:** Re: New Finance Templates

We should stick with the new template

David Galbraith  
Secretary to Treasury Board  
Ministry of Finance

On Jul 24, 2017, at 11:23 AM, Skillings, Chris FIN:EX <[Chris.Skillings@gov.bc.ca](mailto:Chris.Skillings@gov.bc.ca)> wrote:

Jon, Dave –

Should we be using the PP template for internal briefing materials? Or is this just for public releases? We have a number of decks circulating now, and Shalegh is asking if I am to convert to this now for minister briefing materials?

**From:** Dube, Jonathan FIN:EX  
**Sent:** Thursday, July 20, 2017 10:07 AM  
**To:** FIN TBS TBEX  
**Subject:** New Finance Templates

[http://gwww.fin.gov.bc.ca/tools/index.stm?WT.mc\\_id=minist\\_fin5\\_00585](http://gwww.fin.gov.bc.ca/tools/index.stm?WT.mc_id=minist_fin5_00585)

*Jonathan Dubé*  
Executive Director  
Treasury Board Staff  
Ministry of Finance  
Tel: 250-356-5900 | Mobile: 250-507-2327 | Fax: 250-356-7624  
E-mail: [Jonathan.Dube@gov.bc.ca](mailto:Jonathan.Dube@gov.bc.ca)

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## Ringma, Shalegh FIN:EX

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Monday, July 24, 2017 11:30 AM  
**To:** Skillings, Chris FIN:EX; Ringma, Shalegh FIN:EX; Enemark, Gord FIN:EX  
**Subject:** RE: Left a constraints slide on your chair for comment.

I've asked Gord to include these in his paper

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

---

**From:** Skillings, Chris FIN:EX  
**Sent:** Monday, July 24, 2017 11:27 AM  
**To:** Ringma, Shalegh FIN:EX  
**Cc:** Galbraith, David J FIN:EX  
**Subject:** RE: Left a constraints slide on your chair for comment.

Again, with new template:

<< File: b - Fiscal planning constraints.pptx >>

---

**From:** Skillings, Chris FIN:EX  
**Sent:** Monday, July 24, 2017 11:20 AM  
**To:** Galbraith, David J FIN:EX; Ringma, Shalegh FIN:EX  
**Subject:** RE: Left a constraints slide on your chair for comment.

This relates to Budget Process Tab 3A/B in the transition binder.

---

**From:** Skillings, Chris FIN:EX  
**Sent:** Monday, July 24, 2017 11:12 AM  
**To:** Galbraith, David J FIN:EX; Ringma, Shalegh FIN:EX  
**Subject:** RE: Left a constraints slide on your chair for comment.

Shalegh;

A single slide PP for tomorrow's Budget meeting with MCJ:

<< File: b - Fiscal planning constraints.pptx >>

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

From: Galbraith, David J FIN:EX

Sent: Monday, July 24, 2017 10:59 AM

To: Skillings, Chris FIN:EX

Subject: Re: Left a constraints slide on your chair for comment.

Good to go

David Galbraith

Secretary to Treasury Board

Ministry of Finance

> On Jul 24, 2017, at 10:34 AM, Skillings, Chris FIN:EX <Chris.Skillings@gov.bc.ca> wrote:

>

>

## Ringma, Shalegh FIN:EX

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Monday, July 24, 2017 2:30 PM  
**To:** Ringma, Shalegh FIN:EX  
**Cc:** FIN TBS TBEX  
**Subject:** Re: Everyone head over please

I think this is just PBO right?

David Galbraith  
Secretary to Treasury Board  
Ministry of Finance

On Jul 24, 2017, at 2:29 PM, Ringma, Shalegh FIN:EX <[Shalegh.Ringma@gov.bc.ca](mailto:Shalegh.Ringma@gov.bc.ca)> wrote:

Shalegh Ringma  
Senior Executive Assistant to  
David Galbraith ~ **Associate Deputy Minister and  
Secretary to Treasury Board**  
Room 104 - 617 Government Street Victoria BC | P: 250.387.8675  
**TREASURY BOARD STAFF**  
Ministry of Finance

**Ringma, Shalegh FIN:EX**

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Monday, July 24, 2017 2:34 PM  
**To:** Ringma, Shalegh FIN:EX  
**Subject:** Hey are the briefings all in my calendar yet?

David Galbraith  
Secretary to Treasury Board  
Ministry of Finance



## Ringma, Shalegh FIN:EX

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Tuesday, July 25, 2017 12:49 PM  
**To:** Enemark, Gord FIN:EX  
**Cc:** Ringma, Shalegh FIN:EX; Wanamaker, Lori FIN:EX  
**Subject:** Fwd: Process for Budget Letter with Minister's input  
**Attachments:** Scan\_20170725.pdf; ATT00001.htm

Gord For action. Let's discuss after you've had a chance to review.

David Galbraith  
Secretary to Treasury Board  
Ministry of Finance

Begin forwarded message:

**From:** "Marquis, Yvette FIN:EX" <Yvette.Marquis@gov.bc.ca>  
**Date:** July 25, 2017 at 11:52:37 AM PDT  
**To:** "Galbraith, David J FIN:EX" <David.Galbraith@gov.bc.ca>  
**Cc:** "Stonnell, Jennifer FIN:EX" <Jennifer.Stonnell@gov.bc.ca>  
**Subject:** Process for Budget Letter with Minister's input

Hi David,

Minister has made some changes to the attached letter. She said she is not tied to the exact wording of the letter so you may play with the wording but this is the idea she would like to come across.  
Thanks.

**From:** YMARQUIS [mailto:Yvette.Marquis@gov.bc.ca]  
**Sent:** Tuesday, July 25, 2017 11:20 AM  
**To:** Marquis, Yvette FIN:EX  
**Subject:** Scan From <Device Name>

## Ringma, Shalegh FIN:EX

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Tuesday, July 25, 2017 12:49 PM  
**To:** Ringma, Shalegh FIN:EX  
**Subject:** Re: PNW BN

Check with Doug.

David Galbraith  
Secretary to Treasury Board  
Ministry of Finance

On Jul 25, 2017, at 11:38 AM, Ringma, Shalegh FIN:EX <[Shalegh.Ringma@gov.bc.ca](mailto:Shalegh.Ringma@gov.bc.ca)> wrote:

I don't see this meeting in your calendar....do you know about it? Or did they misdirect this to me?

**From:** Cochrane, Marlene MEM:EX  
**Sent:** Tuesday, July 25, 2017 11:36 AM  
**To:** Higgins, Keira PREM:EX; Ringma, Shalegh FIN:EX; Kwan, Shirley JTST:EX  
**Subject:** PNW BN  
**Importance:** High

Please find attached a BN for the Ministers meeting this afternoon with Petronas/PNWLNG. Thanks very much.

Marlene Cochrane  
Executive Coordinator | Deputy Minister's Office  
Ministry of Energy, Mines and Petroleum Resources  
Victoria | British Columbia  
Phone (250) 952-0683

<101335 BN PNW.docx>

**Ringma, Shalegh FIN:EX**

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Tuesday, July 25, 2017 12:54 PM  
**To:** Ringma, Shalegh FIN:EX  
**Subject:** Re: Letter for Dave's Sig

Yes

David Galbraith  
Secretary to Treasury Board  
Ministry of Finance

On Jul 25, 2017, at 8:55 AM, Ringma, Shalegh FIN:EX <[Shalegh.Ringma@gov.bc.ca](mailto:Shalegh.Ringma@gov.bc.ca)> wrote:

Can I e-sign this?

**From:** Weckend, Anne-Mette FIN:EX  
**Sent:** Monday, July 24, 2017 8:47 PM  
**To:** Ringma, Shalegh FIN:EX  
**Subject:** Letter for Dave's Sig

Could you please have Dave sign this (or e-sign) and scan/send back to me?

Thanks!  
Anne-Mette

Anne-Mette Weckend  
Manager, Treasury Board Operations  
Treasury Board Staff  
Ministry of Finance  
T: (250) 387-9048  
[Anne-Mette.Weckend@gov.bc.ca](mailto:Anne-Mette.Weckend@gov.bc.ca)

<Matthias\_TA Letter Sept\_2017.docx>

## Ringma, Shalegh FIN:EX

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Tuesday, July 25, 2017 12:57 PM  
**To:** FIN TBS TBEX  
**Subject:** FW: TB orientation

FYI

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Tuesday, July 25, 2017 12:57 PM  
**To:** Spilker, Robyn PREM:EX  
**Cc:** Marquis, Yvette FIN:EX; Wanamaker, Lori FIN:EX  
**Subject:** RE: TB orientation

Hi Robyn,

That's great news. Yes please invite Premier's Chief of Staff and other key staff (usually deputy level or administrative people who may need to understand the flow of paper, timing, calendar, etc). Also good if you came too. Yvette is already comfortable with our processes so she doesn't need to come unless she really wants (i.e. we are not changing process at this point).

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

---

**From:** Spilker, Robyn PREM:EX  
**Sent:** Tuesday, July 25, 2017 12:45 PM  
**To:** Galbraith, David J FIN:EX  
**Cc:** Marquis, Yvette FIN:EX; Wanamaker, Lori FIN:EX  
**Subject:** TB orientation

Hi David,

I'm happy to say that the Premier has selected our TB members. We'll notify them today and tomorrow.

We're wanting to schedule the orientation for next week. Besides the TB members, who do you recommend we include in the orientation? Would it be a good idea for the Premier's Chief or other staff from Premier and Finance Minister's offices to be present?

Once we know who needs to be there, we can pick a date and time.

Thanks,  
Robyn

Robyn Spilker

Transitional Ministerial Assistant  
to the Honourable Carole James  
Minister of Finance and Deputy Premier

## Ringma, Shalegh FIN:EX

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Tuesday, July 25, 2017 1:09 PM  
**To:** Ringma, Shalegh FIN:EX  
**Subject:** RE: Letter for Dave's Sig

yes

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

---

**From:** Ringma, Shalegh FIN:EX  
**Sent:** Tuesday, July 25, 2017 8:55 AM  
**To:** Galbraith, David J FIN:EX  
**Subject:** FW: Letter for Dave's Sig

Can I e-sign this?

---

**From:** Weckend, Anne-Mette FIN:EX  
**Sent:** Monday, July 24, 2017 8:47 PM  
**To:** Ringma, Shalegh FIN:EX  
**Subject:** Letter for Dave's Sig

Could you please have Dave sign this (or e-sign) and scan/send back to me?

Thanks!  
Anne-Mette

Anne-Mette Weckend  
Manager, Treasury Board Operations  
Treasury Board Staff  
Ministry of Finance  
T: (250) 387-9048  
[Anne-Mette.Weckend@gov.bc.ca](mailto:Anne-Mette.Weckend@gov.bc.ca)

## Ringma, Shalegh FIN:EX

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Tuesday, July 25, 2017 4:11 PM  
**To:** Ringma, Shalegh FIN:EX  
**Subject:** RE: Satellite Phones

I don't have one, I don't think I need one. They work anywhere and if there's a tsunami I have a working phone...

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

---

**From:** Ringma, Shalegh FIN:EX  
**Sent:** Tuesday, July 25, 2017 4:10 PM  
**To:** Galbraith, David J FIN:EX  
**Subject:** FW: Satellite Phones

What is a satellite phone?

---

**From:** Woodcock, Danielle TRAN:EX  
**Sent:** Tuesday, July 25, 2017 4:09 PM  
**To:** BCPSA Agency DMC Admin & Operational Support  
**Subject:** Satellite Phones

Good Afternoon Everyone,

Could you please confirm the status of your Deputy Ministers satellite phone do they have one or do they need one?

Thank you.

**Danielle Woodcock, Manager Executive Operations**  
Ministry of Public Safety and Solicitor General  
Deputy Ministers Office, Emergency Management  
Suite 4B - 940 Blanshard Street  
Victoria BC V8W 3C8  
Office: 250-356-0840 Mobile: 250-889-4677  
Email: [Danielle.Woodcock@gov.bc.ca](mailto:Danielle.Woodcock@gov.bc.ca)

## Ringma, Shalegh FIN:EX

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Tuesday, July 25, 2017 9:59 PM  
**To:** Skillings, Chris FIN:EX  
**Cc:** FIN TBS TBEX  
**Subject:** Re: Mandate letters

Yes agreed

David Galbraith  
Secretary to Treasury Board  
Ministry of Finance

On Jul 25, 2017, at 5:31 PM, Skillings, Chris FIN:EX <[Chris.Skillings@gov.bc.ca](mailto:Chris.Skillings@gov.bc.ca)> wrote:

Dave,

I would suggest/ask that analysts' ongoing costing/implications work on various measures include 2020/21 in their thinking. Budget 2018 will pull this year into the new fiscal plan window, and its coming quickly. We essentially have a four year window to think about.

Agreed?

Chris

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Tuesday, July 25, 2017 1:01 PM  
**To:** FIN TBS TBEX  
**Subject:** FW: Mandate letters

Fyi. Time to start our tracking documents...

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

---

**From:** Wanamaker, Lori FIN:EX  
**Sent:** Monday, July 24, 2017 9:25 PM  
**To:** Galbraith, David J FIN:EX  
**Subject:** Mandate letters

Posted this evening



<http://www2.gov.bc.ca/gov/content/governments/organizational-structure/cabinet/cabinet-ministers>

## Ringma, Shalegh FIN:EX

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Wednesday, July 26, 2017 8:53 AM  
**To:** FIN TBS TBEX  
**Subject:** FW s.14

FYI. Let me know if anyone has anything they want to flag.

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

s.14

## Ringma, Shalegh FIN:EX

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**From:** Ringma, Shalegh FIN:EX  
**Sent:** Wednesday, July 26, 2017 9:52 AM  
**To:** Galbraith, David J FIN:EX  
**Subject:** FW: Call for Records FIN-2017-72449 Records Due August 9, 2017  
**Attachments:** CFR FIN-2017-72449.pdf

Would you have kept your notes from this meeting?

**From:** FOI Coordinator FIN:EX  
**Sent:** Wednesday, July 26, 2017 8:49 AM  
**To:** Ringma, Shalegh FIN:EX  
**Cc:** FOI Coordinator FIN:EX; Gillies, Jessica FIN:EX  
**Subject:** FW: Call for Records FIN-2017-72449 Records Due August 9, 2017

Hi Shalegh,

Over to your Unit for action please with a due date of August 4<sup>th</sup>.

---

**Description:** "Regarding the May 26, 2017 Monthly Release of Assets for Economic Generation, RAEG, attended by Athana Mentzelopoulos, as mentioned in her calendar: The agenda and minute, all briefing notes, internal and external correspondence regarding the meeting, copies of presentation materials, handwritten notes and post-meeting report summary."

---

Thank you,  
Marika

**From:** FOI Coordinator FIN:EX  
**Sent:** Wednesday, July 26, 2017 8:45 AM  
**To:** IAO CentralTeam FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: Call for Records FIN-2017-72449 Records Due August 9, 2017

Hi Chelsea,

Please see below as an FYI.

Thank you,

*Marika Anderson*

Correspondence Coordinator  
Deputy Minister's Office  
Ministry of Finance  
(250) 356-8078

**From:** Stonnell, Jennifer FIN:EX  
**Sent:** Tuesday, July 25, 2017 3:51 PM  
**To:** FOI Coordinator FIN:EX  
**Cc:** Gillies, Jessica FIN:EX  
**Subject:** FW: Call for Records FIN-2017-72449 Records Due August 9, 2017

With regards to this one, the organizer of the meeting (and holder of the records) would be MTIC. The request should also go to TBS (Dave Galbraith also attends).

Jenn

**From:** Fern, Chelsea [<mailto:IAOCentralTeam@gov.bc.ca>]  
**Sent:** Tuesday, July 25, 2017 12:58 PM  
**To:** FOI Coordinator FIN:EX  
**Cc:** Stonnell, Jennifer FIN:EX; Gillies, Jessica FIN:EX  
**Subject:** Call for Records FIN-2017-72449 Records Due August 9, 2017

Hello,

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

*Regarding the May 26, 2017 Monthly Release of Assets for Economic Generation, RAEG, attended by Athana Mentzelopoulos, as mentioned in her calendar: The agenda and minute, all briefing notes, internal and external correspondence regarding the meeting, copies of presentation materials, handwritten notes and post-meeting report summary. Date Format is MM/DD/YYYY*

Applicant Type: Media  
Records Due: August 9, 2017  
Legislated Due Date: September 7, 2017  
IAO Contact: Chelsea Fern

Please complete and return the attached Call for Records form to [IAOCentralTeam@gov.bc.ca](mailto:IAOCentralTeam@gov.bc.ca).

**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.

## Ringma, Shalegh FIN:EX

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**From:** Ringma, Shalegh FIN:EX  
**Sent:** Wednesday, July 26, 2017 10:23 AM  
**To:** Galbraith, David J FIN:EX  
**Subject:** forms

<http://www2.gov.bc.ca/assets/gov/health/forms/2814fil.pdf>

<http://www2.gov.bc.ca/assets/gov/health/forms/2806fil.pdf>

<http://www2.gov.bc.ca/assets/gov/health/forms/2807fil.pdf>

Shalegh Ringma  
Senior Executive Assistant to  
David Galbraith ~ **Associate Deputy Minister and  
Secretary to Treasury Board**  
Room 104 - 617 Government Street Victoria BC | P: 250.387.8675  
**TREASURY BOARD STAFF**  
Ministry of Finance

## Ringma, Shalegh FIN:EX

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Wednesday, July 26, 2017 11:04 AM  
**To:** Ringma, Shalegh FIN:EX  
**Subject:** Fwd: 2017 PECSF Campaign

Shalegh can you please collect \$20 from all the EDs and me for Friday?

David Galbraith  
Secretary to Treasury Board  
Ministry of Finance

Begin forwarded message:

**From:** "Symes, Elan C FIN:EX" <Elan.Symes@gov.bc.ca>  
**Date:** July 24, 2017 at 11:59:02 AM PDT  
**To:** "Richards, Tara R FIN:EX" <Tara.Richards@gov.bc.ca>, "Hopkins, Jim FIN:EX" <Jim.Hopkins@gov.bc.ca>, "Wood, Heather FIN:EX" <Heather.Wood@gov.bc.ca>, "Brown, Chris FIN:EX" <Chris.Brown@gov.bc.ca>, "Fischer, Carl M FIN:EX" <Carl.Fischer@gov.bc.ca>, "Galbraith, David J FIN:EX" <David.Galbraith@gov.bc.ca>  
**Cc:** "Wanamaker, Lori FIN:EX" <Lori.Wanamaker@gov.bc.ca>, "Marceau, Julien FIN:EX" <Julien.Marceau@gov.bc.ca>  
**Subject:** FW: 2017 PECSF Campaign

Following up on the discussion today at MFEX, a gentle reminder please to get your division's contributions in by month end for the Managers' Draw prize. Details are below.

Thank you.

Jim & Elan  
PECSF Executive Sponsors

*Elan Symes*  
*Assistant Deputy Minister*  
*Ministry of Finance*  
250-387-0665

---

**From:** Symes, Elan C FIN:EX  
**Sent:** Wednesday, July 5, 2017 8:52 AM  
**To:** FIN DMO MFEX  
**Cc:** Philadelphia, Neil FIN:EX; Wilson, Melanie M FIN:EX  
**Subject:** 2017 PECSF Campaign

Good morning MFEX colleagues,

It is hard to believe, but planning for our upcoming PECSF campaign is under way!!

This year marks the 52th anniversary of PECSF. In those 52 years, 45 million dollars has been raised by BC Public service employees with thousands of charities supported. Our Ministry raised nearly \$177,096 dollars last year and over 95% of that came from payroll pledges. We are focusing on the payroll pledges again this year and a great incentive to make a payroll pledge is our annual Managers' Draw. As we did last year, anyone who makes a payroll pledge will be entered into the Managers' Draw.

As you may recall, the prizes for Last year's Managers' Draw included a Tofino getaway, tickets to the Canucks and the Nutcracker and accommodation.

We would like your help in again making this draw and our PECSF campaign a success. We are asking that you have your leadership/management team members each contribute \$20 to help fund the prizes. The sooner we get the contributions, the sooner we can arrange the prize packages.

Could you please have your donations into your PECSF division captain by July 31st . This will allow the organizers more opportunity to select and finalize the prizes.

Thank you all very much for your support.

Elan & Jim  
Executive Sponsors  
Ministry of Finance PECSF Campaign

*Elan Symes  
Assistant Deputy Minister  
Ministry of Finance  
250-387-0665*

## Ringma, Shalegh FIN:EX

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**From:** Galbraith, David J FIN:EX  
**Sent:** Wednesday, July 26, 2017 11:55 AM  
**To:** Ringma, Shalegh FIN:EX  
**Subject:** RE: Deputy Parking in Q lot

Nope I can walk that far.

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

---

**From:** Ringma, Shalegh FIN:EX  
**Sent:** Wednesday, July 26, 2017 11:53 AM  
**To:** Galbraith, David J FIN:EX  
**Subject:** FW: Deputy Parking in Q lot

You won't require a spot, correct?

---

**From:** Higgins, Keira PREM:EX  
**Sent:** Wednesday, July 26, 2017 11:51 AM  
**To:** BCPSA Agency DMC Admin & Operational Support  
**Cc:** Canitz, Shelley (LP020) PREM:EX; MacLean, Shelley PREM:EX; Mulloy, Eleanor FIN:EX; Hendry, Jackie PREM:EX  
**Subject:** Deputy Parking in Q lot

Hi everyone,

Deputy Minister parking is granted in Q lot (off Menzies St) at the legislature for DMs and Associate DMs who attend DMC. There are 15 reserved spots which may be used on a first-come first served basis.

If you could please supply/confirm parking info (see attachment) for your respective DM/Assoc DM by Friday it would be much appreciated. I will send out parking passes to the new DMs early next week.

Please note, passes will not be required for parking at DMC this Friday.

We ask that any offices that are no longer eligible for parking please either destroy the pass or send it back to our office.

Thanks,

Keira Higgins, Executive Administrative Coordinator  
Office of the Premier, Deputy Minister  
272 West Annex, Parliament Buildings| Victoria, BC | V8V 1X4  
Ph: (250) 356-2206



## Ringma, Shalegh FIN:EX

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Wednesday, July 26, 2017 12:44 PM  
**To:** Stonnell, Jennifer FIN:EX  
**Cc:** Ringma, Shalegh FIN:EX; Nicholson, Riley FIN:EX; Enemark, Gord FIN:EX; John, Rebecca FIN:EX; Kortum, Melissa FIN:EX  
**Subject:** RE: Mtg Friday re. s.12

I will be at DMC so can't attend but Gord/Rebecca/Melissa will attend (they can choose who will go). Once we get MOT paper we will figure out if we need to add anything.

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

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

From: Stonnell, Jennifer FIN:EX  
Sent: Wednesday, July 26, 2017 12:38 PM  
To: Galbraith, David J FIN:EX  
Cc: Ringma, Shalegh FIN:EX; Nicholson, Riley FIN:EX  
Subject: FW: Mtg Friday re. s.12

Please advise who should attend and if you will be providing material.

Thanks,  
Jenn

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

From: Marquis, Yvette FIN:EX  
Sent: Wednesday, July 26, 2017 12:26 PM  
To: Stonnell, Jennifer FIN:EX  
Cc: Nicholson, Riley FIN:EX  
Subject: FW: Mtg Friday re. s.12

Minister James will be meeting with Minister Trevena on Friday at 9AM - 9:30AM. Topic of discussion is s.12  
Can we please have appropriate Ministry staff attend. MoT is supposed to be providing material prior to the meeting which I will send to you as well. Not sure if our staff will also need to prepare something - will you please follow up with staff and ask them?  
Thanks very much.

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

From: Harder, Derrick PREM:EX  
Sent: Wednesday, July 26, 2017 12:18 PM  
To: Spilker, Robyn PREM:EX  
Cc: Marquis, Yvette FIN:EX; Chapotelle, Jacqueline TRAN:EX  
Subject: Re: Mtg Friday re. s.12

Yes 9am will work. Have copied Jacqueline as well for our calendar.  
Thanks. We are hoping for material on Thursday and will fwd in advance if possible.

Sent from my iPhone

> On Jul 26, 2017, at 12:12 PM, Spilker, Robyn PREM:EX <[Robyn.Spilker@gov.bc.ca](mailto:Robyn.Spilker@gov.bc.ca)> wrote:

>

> Hi Derrick,

>

> Hope your week is going well. Could MCT come by our office for 20min at 9am on Friday? Please cc Yvette and she'll put it in MCJ's calendar.

>

> Robyn

>

>

> -----Original Message-----

> From: Harder, Derrick PREM:EX

> Sent: Wednesday, July 26, 2017 10:10 AM

> To: Spilker, Robyn PREM:EX

> Subject: Mtg Friday re. s.12

>

> Hi Robyn

> Is your minister free Friday morning to meet with Claire re. s.12

> We are free before 11 45 right now.

> Thanks

> Derrick

>

> Sent from my iPhone

## Ringma, Shalegh FIN:EX

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Wednesday, July 26, 2017 2:44 PM  
**To:** Ringma, Shalegh FIN:EX  
**Subject:** RE: Call for Records FIN-2017-72284 - TBS

I think you should sever my picture. I don't want this individual knowing how handsome I am.

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

---

**From:** Ringma, Shalegh FIN:EX  
**Sent:** Wednesday, July 26, 2017 2:36 PM  
**To:** FIN TBS TBEX  
**Subject:** FW: Call for Records FIN-2017-72284 - TBS

None of this looks like it needs severed to me. Can I confirm with all of you?

---

**From:** FOI Coordinator FIN:EX  
**Sent:** Wednesday, July 26, 2017 1:58 PM  
**To:** Ringma, Shalegh FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: Call for Records FIN-2017-72284 - TBS

Good afternoon Shalegh,

Please find attached responsive records pertaining to this request. Please have someone in TBS mark harms on the attached and return the completed CFR form to the FOI coordinator by July 31.

Thank you,

Marika Anderson  
Deputy Minister's Office  
250-356-8078

**From:** Fern, Chelsea [<mailto:IAOCentralTeam@gov.bc.ca>]  
**Sent:** Wednesday, July 19, 2017 1:48 PM  
**To:** FOI Coordinator FIN:EX  
**Cc:** MacLean, Shelley PREM:EX; Gillies, Jessica FIN:EX  
**Subject:** Call for Records FIN-2017-72284 Records Due August 2, 2017

Hello,

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

*Transition binders prepared for the incoming NDP Government, and any other documentation prepared for the transition at the DMO level; Correspondence from the Director level and above, including emails, texts, BBMs,*

*etc between the DMO and the NDP/Green Transition Team, and Correspondence within the DMO, about the transition. (Date Range for Record Search: From 06/18/2017 To 07/13/2017) Date Format is MM/DD/YYYY*

Applicant Type: Individual

Cross Government Number: XGR-2017-72270

Request also directed to: Ministry of Citizens' Services, Office of the Premier.

Records Due: August 2, 2017

Legislated Due Date: August 25, 2017

IAO Contact: Patrick Craib

Please complete and return the attached Call for Records form to [IAOCentralTeam@gov.bc.ca](mailto:IAOCentralTeam@gov.bc.ca).

**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 IAO 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.

Thank you for your assistance,

Patrick Craib, FOI Specialist

Central Agency Team

Information Access Operations

## Ringma, Shalegh FIN:EX

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**From:** Galbraith, David J FIN:EX  
**Sent:** Wednesday, July 26, 2017 2:51 PM  
**To:** Ringma, Shalegh FIN:EX; FIN TBS TBEX  
**Subject:** RE: Call for Records FIN-2017-72284 - TBS

Fine from my end

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

---

**From:** Ringma, Shalegh FIN:EX  
**Sent:** Wednesday, July 26, 2017 2:36 PM  
**To:** FIN TBS TBEX  
**Subject:** FW: Call for Records FIN-2017-72284 - TBS

None of this looks like it needs severed to me. Can I confirm with all of you?

---

**From:** FOI Coordinator FIN:EX  
**Sent:** Wednesday, July 26, 2017 1:58 PM  
**To:** Ringma, Shalegh FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: Call for Records FIN-2017-72284 - TBS

Good afternoon Shalegh,

Please find attached responsive records pertaining to this request. Please have someone in TBS mark harms on the attached and return the completed CFR form to the FOI coordinator by July 31.

Thank you,

Marika Anderson  
Deputy Minister's Office  
250-356-8078

**From:** Fern, Chelsea [<mailto:IAOCentralTeam@gov.bc.ca>]  
**Sent:** Wednesday, July 19, 2017 1:48 PM  
**To:** FOI Coordinator FIN:EX  
**Cc:** MacLean, Shelley PREM:EX; Gillies, Jessica FIN:EX  
**Subject:** Call for Records FIN-2017-72284 Records Due August 2, 2017

Hello,

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

*Transition binders prepared for the incoming NDP Government, and any other documentation prepared for the transition at the DMO level; Correspondence from the Director level and above, including emails, texts, BBMs,*

*etc between the DMO and the NDP/Green Transition Team, and Correspondence within the DMO, about the transition. (Date Range for Record Search: From 06/18/2017 To 07/13/2017) Date Format is MM/DD/YYYY*

Applicant Type: Individual

Cross Government Number: XGR-2017-72270

Request also directed to: Ministry of Citizens' Services, Office of the Premier.

Records Due: August 2, 2017

Legislated Due Date: August 25, 2017

IAO Contact: Patrick Craib

Please complete and return the attached Call for Records form to [IAOCentralTeam@gov.bc.ca](mailto:IAOCentralTeam@gov.bc.ca).

**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 IAO 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.

Thank you for your assistance,

Patrick Craib, FOI Specialist  
Central Agency Team  
Information Access Operations

**Ringma, Shalegh FIN:EX**

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Wednesday, July 26, 2017 3:57 PM  
**To:** Stonnell, Jennifer FIN:EX  
**Cc:** Ringma, Shalegh FIN:EX  
**Subject:** FW: Eyes Note for Aug 1 Cabinet  
**Attachments:** FIN - Budget 2017 Update Eyes Note.docx

Hi Jennifer,

This eyes note is for MCJ. We said we'd get it to her before cabinet next week as she wanted to chat with her colleagues on how the 2017 budget update was shaping up. You can share with Lori too. Thanks.

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

---

**From:** Enemark, Gord FIN:EX  
**Sent:** Wednesday, July 26, 2017 3:55 PM  
**To:** Galbraith, David J FIN:EX  
**Subject:** Eyes Note for Aug 1 Cabinet

## Ringma, Shalegh FIN:EX

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Thursday, July 27, 2017 11:11 AM  
**To:** Weckend, Anne-Mette FIN:EX; Ringma, Shalegh FIN:EX  
**Subject:** RE: Ops/Admin structure

Thanks Anne-Mette, My comments in CAPITALS below.

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

---

**From:** Weckend, Anne-Mette FIN:EX  
**Sent:** Thursday, July 27, 2017 9:57 AM  
**To:** Galbraith, David J FIN:EX; Ringma, Shalegh FIN:EX  
**Subject:** Ops/Admin structure

Morning,

I've been talking to Shalegh a little this week about how we will need to evolve with your new role, and was hoping we could meet to discuss your needs and how we can collaborate better. For lack of a meeting, I thought I would put together a couple of my thoughts, and am happy to hear anything that you both may want to add...

The way that I see it, Shalegh and I will need to take more of a Shelley/Riley approach and work together more to coordinate materials/issues management/communication etc. This will also give me a better idea of the things you are depending on from the respective branches. YES I AGREE.

Admin Support:

- The posting has closed for the 3<sup>rd</sup> admin (we were delayed due to the intake timelines for the pool which we are obligated to hire from). I will be reviewing resumes ASAP and will hopefully push a quick competition. I have only approved short vacation days that are not simultaneous with each other. WE NEED TO ENSURE THAT THERE IS SOMEONE SITTING IN SHALEGH'S SEAT WHEN SHE IS AWAY. SO THE SOONER WE GET THE 3<sup>RD</sup> PERSON THE BETTER.

- Reliability – s.22

s.22

Let me know if there is anything specific I need to speak to. THE DIFFERENCE NOW NEEDS TO BE WHEN I ASK FOR SOMETHING IT NEEDS TO BE THE FIRST PRIORITY NOW. I WILL TRY NOT TO ASK FOR THINGS THAT AREN'T A PRIORITY OR WILL FLAG THAT ITS NOT CRITICAL BUT OTHERWISE IT HAS TO BE ASSUMED TO BE JOB #1, s.22

Operations:

- I was remiss in taking the opportunity to move into Sarah's office when she left but I really think that I need to be upstairs to have my finger on the pulse, and to be more readily available to work with



yourself/Shalegh, etc. and be responsive to immediate needs. Is there any way that we can shuffle new-David ?

WHAT ABOUT MOVING INTO THE EMPTY OFFICE IN SADAF'S AREA BY THE DOOR? HARD TO HAVE THE NEW ANALYSTS NOT NEAR THEIR SUPERVISORS. IF THIS SOUNDS GOOD CHAT WITH SADAF ABOUT WHEN REALISTICALLY IT WILL BE NEEDED AGAIN IF AT ALL. I'M NOT SAYING SADAF DOESN'T GET TO HIRE SOMEONE BUT THERE IS AN EMPTY OFFICE THERE.

· General - I need to know if there is anything specific you need support with right now or if there's anything you would like to see differently. In general I think that being closer by will help with this.

ENSURING HIRING IS HAPPENING IS KEY. THERE WILL LIKELY BE SOME MORE MOVES ETC SO NEED TO BE ON TOP OF HIRING. I WILL BE GETTING SOME FEEDBACK ON THE TBS LEADERSHIP IDEA THAT WILL BE IMPORTANT TO DEAL WITH. ALSO WANT THE TBS BUS PLAN TO GET ATTENTION.

· Communication - I don't have access to your email... not sure if you feel this is necessary to get ahead of issues or manage some communications? Shelley always kept an eye on emails which can be helpful to get ahead of material coordination, etc. when the DM was travelling or unavailable to check in with.

I'M NOT A FAN OF SHARING MY EMAILS. I THINK I KEEP ON TOP OF THEM WHETHER I'M HERE OR NOT.

THE PLAN IS TO USE THE EXISTING STRUCTURE FOR FLOW OF INFORMATION AND BRIEFING MATERIALS I.E. THROUGH LORI'S DMO.

General:

· FYI - Shalegh is off next week and this is when Jenn has asked me to cover her (and the week following) in the DMO.

YOU NEED TO ENSURE THE FIRST COUPLE OF TB MEETINGS GO WITHOUT GLITCHES AS BEST AS POSSIBLE WHICH MAY BE A CHALLENGE. SO WORK WITH ALEX TO MAKE SURE THE COVERAGE IS WHAT IT NEEDS TO BE AND WE'VE ENSURED PRESENTATIONS ETC ARE GOOD TO GO WITH BACK UP PLANS IF NECESSARY.

Just want to make sure we are all on the same page.

Thanks,  
Anne-Mette

**Anne-Mette Weckend**  
Manager, Treasury Board Operations  
Treasury Board Staff  
Ministry of Finance  
T: (250) 387-9048  
[Anne-Mette.Weckend@gov.bc.ca](mailto:Anne-Mette.Weckend@gov.bc.ca)

Sent from my iPhone

## Ringma, Shalegh FIN:EX

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Thursday, July 27, 2017 1:52 PM  
**To:** Riley, Dave FIN:EX; Enemark, Gord FIN:EX  
**Cc:** Ringma, Shalegh FIN:EX  
**Subject:** Topic boxes

Forgot to talk to MCJ on topic boxes. I said I'd said I would send it to Robyn and David tonight for their comment

David Galbraith  
Secretary to Treasury Board  
Ministry of Finance

## Ringma, Shalegh FIN:EX

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**From:** Galbraith, David J FIN:EX  
**Sent:** Thursday, July 27, 2017 3:39 PM  
**To:** Ringma, Shalegh FIN:EX  
**Subject:** RE: New submission from FOI Request

Hi I have nothing

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

---

**From:** Ringma, Shalegh FIN:EX  
**Sent:** Thursday, July 27, 2017 1:33 PM  
**To:** FIN TBS TBEX  
**Subject:** FW: New submission from FOI Request

At this point, FOI is just canvassing if we would have records, no action is required. Let me know by noon tomorrow please.

---

**From:** FOI Coordinator FIN:EX  
**Sent:** Thursday, July 27, 2017 1:23 PM  
**To:** Ringma, Shalegh FIN:EX; Anderson, Willow P FIN:EX; Nicholson, Riley FIN:EX  
**Cc:** FOI Coordinator FIN:EX  
**Subject:** FW: New submission from FOI Request

Good afternoon,

Will any of your Units have records for:

*"All records, contracts, memorandums of understanding, communications and notes involving the ARC Foundation, SOGI, SOGI 123, Robert Quartermain, Bob Quartermain, Pretivm, Brad Beattie, Steve Mulligan, Matt Curruthers, Wayne Hartrick and Joseph Ovsenek. between January 1, 2014 and July 25, 2017"*

Riley, will you please check with Doug.

Thank you,

*Marika Anderson*

Deputy Minister's Office  
Ministry of Finance  
(250) 356-8078

---

**From:** Craib, Patrick FIN:EX  
**Sent:** Wednesday, July 26, 2017 1:25 PM  
**To:** FOI Coordinator FIN:EX  
**Cc:** Gillies, Jessica FIN:EX  
**Subject:** FW: New submission from FOI Request

Hello – new XGOV.

I don't believe this would be part of FIN's portfolio. Can you let me know if FIN would have records before XGOV proceeds to open the request?

Thanks,

**Patrick Craib** | FOI Specialist | Information Access Operations  
**Ph:** 250-387-7620 | **e:** [Patrick.Craib@gov.bc.ca](mailto:Patrick.Craib@gov.bc.ca)

---

**From:** Prodan, Matthew FIN:EX  
**Sent:** Wednesday, July 26, 2017 12:13 PM  
**To:** Brennan, Derek FIN:EX; Foster, Anita FIN:EX; Craib, Patrick FIN:EX  
**Subject:** FW: New submission from FOI Request

Hi!

We've received a potential XGOV request below.

I'm not sure if all the Ministries noted below are necessary.

I've done a bit of research on this request. So far, it looks like ARC Foundation is a group that has been involved with EDU primarily in funding a new "Sexual Orientation and Gender Identity Education Advisor" (SOGI) position ([https://news.gov.bc.ca/releases/2016EDUC0089-001625?WT.cg\\_n=Hootsuite](https://news.gov.bc.ca/releases/2016EDUC0089-001625?WT.cg_n=Hootsuite)).

It's not clear how the other Ministries fit into this one, but I imagine the applicant sees a link to JAG and the SOGI position. s.22

s.22

Finance and Advanced Ed seem to be the outliers here.

If it's ok with you all – I'd like to reach out to the applicant right now and try to see if we can whittle this one down to at least JAG And EDU, but did you want to reach out to your client Ministries first?

Matt

**Matthew Prodan** | A/Manager Consolidated Intake and Open Information | Information Access Operations | Ministry of Finance | **Ph:** (250) 387-3411 | **e:** [Matthew.Prodan@gov.bc.ca](mailto:Matthew.Prodan@gov.bc.ca) | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8W 9K1

**From:** [govwordpress@gov.bc.ca](mailto:govwordpress@gov.bc.ca) [<mailto:govwordpress@gov.bc.ca>]  
**Sent:** Tuesday, July 25, 2017 9:33 AM  
**To:** FOI Requests FIN:EX  
**Subject:** New submission from FOI Request

## **Request Records**

### **Specific Records Requested:**

All records, contracts, memorandums of understanding, communications and notes involving the ARC Foundation, SOGI, SOGI 123, Robert Quartermain, Bob Quartermain, Pretivm, Brad Beattie, Steve Mulligan, Matt Curruthers, Wayne Hartrick and Joseph Ovsenek. between January 1, 2014 and July 25, 2017

### **From:**

01/01/2014

### **To:**

07/25/2017

### **Preferred method of access to records:**

Via Post

### **Ministry or Agency**

#### **Select Ministry or Agency**

- Advanced Education, Skills and Training
- Attorney General
- Education
- Finance

## Ringma, Shalegh FIN:EX

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**From:** Galbraith, David J FIN:EX  
**Sent:** Thursday, July 27, 2017 3:41 PM  
**To:** Chandler, Alex FIN:EX; Enemark, Gord FIN:EX  
**Cc:** Ringma, Shalegh FIN:EX; Weckend, Anne-Mette FIN:EX  
**Subject:** FW: fiscal TB orientation Aug3rd.pptx  
**Attachments:** f - fiscal TB orientation Aug3rd.pptx

Alex, who does an agenda, the binders and aggregates our three ppt's into one? Plus makes sure the ppt in the binder is there too?

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

---

**From:** Skillings, Chris FIN:EX  
**Sent:** Thursday, July 27, 2017 3:03 PM  
**To:** Galbraith, David J FIN:EX; Ringma, Shalegh FIN:EX  
**Cc:** Riley, Dave FIN:EX; Chiang, Michael M FIN:EX  
**Subject:** fiscal TB orientation Aug3rd.pptx

Dave (& Shalegh),

As discussed, here is the TB orientation deck on fiscal status. Now dated for the 3rd, and re-ordered but otherwise as we reviewed.

Reminder: s.22

s.22

I am going over my modelling with Dave and Michael this aft, in case you want to see something after tax meeting tomorrow. Puts/takes would be CRF, and so implications should be straight forward I think.

Chris

## Ringma, Shalegh FIN:EX

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**From:** Galbraith, David J FIN:EX  
**Sent:** Thursday, July 27, 2017 3:42 PM  
**To:** Chandler, Alex FIN:EX; Enemark, Gord FIN:EX  
**Cc:** Ringma, Shalegh FIN:EX; Weckend, Anne-Mette FIN:EX  
**Subject:** RE: fiscal TB orientation Aug3rd.pptx

You da man!

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

---

**From:** Chandler, Alex FIN:EX  
**Sent:** Thursday, July 27, 2017 3:42 PM  
**To:** Galbraith, David J FIN:EX; Enemark, Gord FIN:EX  
**Cc:** Ringma, Shalegh FIN:EX; Weckend, Anne-Mette FIN:EX  
**Subject:** RE: fiscal TB orientation Aug3rd.pptx

Me and it is almost done....

---

**From:** Galbraith, David J FIN:EX  
**Sent:** Thursday, July 27, 2017 3:41 PM  
**To:** Chandler, Alex FIN:EX; Enemark, Gord FIN:EX  
**Cc:** Ringma, Shalegh FIN:EX; Weckend, Anne-Mette FIN:EX  
**Subject:** FW: fiscal TB orientation Aug3rd.pptx

Alex, who does an agenda, the binders and aggregates our three ppt's into one? Plus makes sure the ppt in the binder is there too?

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

---

**From:** Skillings, Chris FIN:EX  
**Sent:** Thursday, July 27, 2017 3:03 PM  
**To:** Galbraith, David J FIN:EX; Ringma, Shalegh FIN:EX  
**Cc:** Riley, Dave FIN:EX; Chiang, Michael M FIN:EX  
**Subject:** fiscal TB orientation Aug3rd.pptx

Dave (& Shalegh),

As discussed, here is the TB orientation deck on fiscal status. Now dated for the 3rd, and re-ordered but otherwise as we reviewed.

Reminder: s.22

I am going over my modelling with Dave and Michael this aft, in case you want to see something after tax meeting tomorrow. Puts/takes would be CRF, and so implications should be straight forward I think.

Chris



## Ringma, Shalegh FIN:EX

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**From:** Galbraith, David J FIN:EX  
**Sent:** Thursday, July 27, 2017 5:15 PM  
**To:** Ringma, Shalegh FIN:EX  
**Subject:** FW: Risk Committee meeting material - Aug 04, 2017  
**Attachments:** Risk Committee Agenda\_Aug 04 2017.docx; Risk Committee Minutes\_May 05 2017.docx; Quarterly Risk Committee Report\_Aug 4 2017.pptx; Margin Policy Crisis Period Analysis\_email May 18 2017.docx

For my binder please

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

**From:** Cholette, Frank FIN:EX  
**Sent:** Thursday, July 27, 2017 4:29 PM  
**To:** Wanamaker, Lori FIN:EX; David Thom; Heinkel, Robert; Bruce Sampson; Jamie; Hopkins, Jim FIN:EX; Galbraith, David J FIN:EX; Myers, Sam FIN:EX; Lewis, Jason FIN:EX  
**Cc:** Riley, Dave FIN:EX; Mailloux, Carmen FIN:EX  
**Subject:** Risk Committee meeting material - Aug 04, 2017

As part of the ongoing quarterly meetings of the Risk Committee, please find attached the following material for review and discussion:

- Risk Committee agenda and minutes (2 word attachments);
- Quarterly Risk Committee Report presentation, including discussion of capital markets, provincial Borrowers' conference and risk governance (PowerPoint attachment); and
- Margin Policy Crisis Period analysis (word attachment)

The meeting is scheduled for Friday August 04, 2017 from 10:00-12:00 in the s.15

Please note, the Margin Policy Crisis Period analysis is a transcribed word document of the email sent to the members post May 05 Risk Committee meeting. Also, it is important to highlight the risk governance section of the agenda. It will be the main focus of discussion as we look for support of our recommendation regarding the need for and type of Credit Support Annex, as we proceed with rolling out this platform to all our counterparties.

Please do not hesitate to contact myself, or Carmen if you have questions.

Frank Cholette  
Director, Risk and Performance Measurement  
Debt Management Branch | Provincial Treasury  
Province of British Columbia

Tel: (250) 387-7138  
Cell: (250) 216-9173  
[Frank.cholette@gov.bc.ca](mailto:Frank.cholette@gov.bc.ca)

## Ringma, Shalegh FIN:EX

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**From:** Galbraith, David J FIN:EX  
**Sent:** Friday, July 28, 2017 7:37 AM  
**To:** Stonnell, Jennifer FIN:EX  
**Cc:** Nicholson, Riley FIN:EX; Ringma, Shalegh FIN:EX  
**Subject:** Fwd: Revised Eyes Note for Minister's Update to Cabinet  
**Attachments:** FIN - Budget 2017 Update Eyes Note.docx; ATT00001.htm

To the MO please

David Galbraith  
Secretary to Treasury Board  
Ministry of Finance

Begin forwarded message:

**From:** "Enemark, Gord FIN:EX" <[Gord.Enemark@gov.bc.ca](mailto:Gord.Enemark@gov.bc.ca)>  
**Date:** July 27, 2017 at 4:13:58 PM PDT  
**To:** "Galbraith, David J FIN:EX" <[David.Galbraith@gov.bc.ca](mailto:David.Galbraith@gov.bc.ca)>  
**Cc:** "Dube, Jonathan FIN:EX" <[Jonathan.Dube@gov.bc.ca](mailto:Jonathan.Dube@gov.bc.ca)>, "Chandler, Alex FIN:EX" <[Alex.Chandler@gov.bc.ca](mailto:Alex.Chandler@gov.bc.ca)>, "Hill, Heather K FIN:EX" <[Heather.Hill@gov.bc.ca](mailto:Heather.Hill@gov.bc.ca)>  
**Subject:** Revised Eyes Note for Minister's Update to Cabinet

Page 93

Withheld pursuant to/removed as

s.12

## Ringma, Shalegh FIN:EX

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**From:** Ringma, Shalegh FIN:EX  
**Sent:** Friday, July 28, 2017 12:01 PM  
**To:** Galbraith, David J FIN:EX  
**Subject:** Jim H called

He's going to contact Dave Riley about factoids for a cheat sheet for Minister for Monday morning's Rating Agency meeting.

Shalegh Ringma  
Senior Executive Assistant to  
David Galbraith ~ **Associate Deputy Minister and  
Secretary to Treasury Board**  
Room 104 - 617 Government Street Victoria BC | P: 250.387.8675  
**TREASURY BOARD STAFF**  
Ministry of Finance

## **Ringma, Shalegh FIN:EX**

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**From:** Galbraith, David J FIN:EX  
**Sent:** Friday, July 28, 2017 4:50 PM  
**To:** Ringma, Shalegh FIN:EX  
**Subject:** can you check

If there is a 2:30 meeting with MCJ and MCT? I should go

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

## Ringma, Shalegh FIN:EX

---

**From:** Ringma, Shalegh FIN:EX  
**Sent:** Friday, July 28, 2017 7:12 PM  
**To:** Galbraith, David J FIN:EX  
**Subject:** Fwd: Request to review DM David Galbraith's bio for FNLG delegate/volunteer packages

Begin forwarded message:

**From:** "Howie, Matthew ABR:EX" <Matthew.Howie@gov.bc.ca>  
**Date:** July 28, 2017 at 12:09:29 PM PDT  
**To:** "Ringma, Shalegh FIN:EX" <Shalegh.Ringma@gov.bc.ca>  
**Cc:** "Howie, Matthew ABR:EX" <Matthew.Howie@gov.bc.ca>  
**Subject:** Request to review DM David Galbraith's bio for FNLG delegate/volunteer packages

Hi Shalegh,

As you know, the 4th annual B.C. Cabinet and First Nations Leaders' Gathering will be held on September 6 and 7 in Vancouver. We are currently in the process of making delegate and volunteer packages. The packages will include profiles of each Minister, Ministry, and Deputy Minister. Please find attached the most up-to-date biography of your Deputy Minister that our team was able to find on the @Work site.

Can you please review and, if necessary, update your Deputy Minister's bio and return it to me by end of day **Friday, August 4**?

Please let me know if you have any questions. Thank you.

Matthew Howie  
A/Senior Executive Assistant to  
Doug Caul, Deputy Minister  
Ministry of Indigenous Relations & Reconciliation  
Phone: 250-356-1394

<David Galbraith Secretary to Treasury Board, Finance.docx>

## Ringma, Shalegh FIN:EX

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**From:** Galbraith, David J FIN:EX  
**Sent:** Monday, July 31, 2017 12:27 PM  
**To:** FIN TBS TBEX  
**Cc:** Rempel, Lindsay FIN:EX; Ringma, Shalegh FIN:EX  
**Subject:** FW: INPUT REQUIRED s.16

**Importance:** High

Hi Gang,

Can you please Shalegh know by August 8<sup>th</sup> if you have anything to include in this request? Thanks.

David Galbraith  
Secretary to Treasury Board  
Treasury Board Staff  
Ph. 250 356-5427

---

**From:** Yuma Morisho, Okenge PREM:EX  
**Sent:** Monday, July 31, 2017 9:22 AM  
**To:** BCPSA Agency DMC List  
**Cc:** Wensink, Alison PREM:EX; Maranda, Pierrette IGRS:EX; Smith, Grant H IGRS:EX; BCPSA Agency DMC Admin & Operational Support; Brubacher, Kelly IGRS:EX  
**Subject:** INPUT REQUIRED: s.16  
**Importance:** High

Colleagues,

As mentioned at DMC on Friday, IGRS is preparing s.16

s.16

s.16

I would appreciate if you could forward me your answers to the above questions by **August 9**, with a copy to Pierrette Maranda and Grant H. Smith (copied on this e-mail). Please also include the name of a contact person with whom we can follow-up directly on your Ministry's intergovernmental issues. Should your staff have any questions, Grant can be reached at 250-387-1042.

Should you have any questions, feel free to call me directly.

Thanks in advance for your assistance with this important initiative. oym

Okenge Yuma Morisho  
Deputy Minister  
Intergovernmental Relations Secretariat  
Office of the Premier



# New iMessage

Cancel

To: Dave Galbraith

iMessage  
Thu, Jun 15, 11:36 AM

And licorice

Anyone bring bread?

Thu, Jun 15, 1:13 PM

Lots of bread here 🧐

Tue, Jul 18, 3:03 PM

s.22

That's me!

Thu, Sep 7, 2:01 PM

Patrice is here



iMessage

