

McGregor, Cara GCPE:EX

From: Aaron, Sage PREM:EX
Sent: April 30, 2018 9:52 AM
To: McGregor, Cara GCPE:EX
Subject: Re: Draft statement

Revised version approved.

Sage
778-678-0832
Sent from my mobile device

On Apr 30, 2018, at 9:15 AM, Aaron, Sage PREM:EX <Sage.Aaron@gov.bc.ca> wrote:

April 30, 2018
Office of the Premier
Ministry of Jobs, Trade, and Technology
Statement from the Province on 3,000 new B.C. jobs with Amazon by 2022

VICTORIA--Premier John Horgan and Minister of Jobs, Trade and Technology Bruce Ralston issued the following statement in response to Amazon's announcement that it will create 3,000 new jobs in British Columbia by 2022:

"Today's announcement by Amazon reflects the strength of British Columbia's economy and the talent of our people.

"This investment will advance B.C.'s well-earned reputation as an innovation hub, and will promote growth in all sectors of our economy, in all regions.

"B.C. is a sound place to invest. Last week, Standard and Poor's confirmed B.C.'s 'AAA' long-term credit rating. In March, British Columbia had the lowest unemployment rate among the provinces at 4.7%. B.C. leads Canada in year-over-year wage growth. And B.C.'s GDP growth is the highest among all provinces.

"We must make sure everyone benefits from the wealth our province creates. Our government will reduce inequality, provide fair conditions for workers, grow and diversify our economy, and open the doors of opportunity for people."

Contact:

Jen Holmwood
Deputy Communications Director
Office of the Premier
250 818-4881
Sage
778-678-0832

From: McGregor, Cara GCPE:EX
Sent: Monday, April 30, 2018 8:58 AM
To: Aaron, Sage PREM:EX
Subject: Draft statement

Hi,
Here is an edited statement for review.
Headline needs some work.

I have not verified the economic indicators that were included in the original draft. These will need to be checked as part of the review process.

Cara McGregor

Executive Director | Cabinet Priorities | Government Communications and Public Engagement

Cara.McGregor@gov.bc.ca

McGregor, Cara GCPE:EX

From: Aaron, Sage PREM:EX
Sent: January 5, 2018 3:41 PM
To: McGregor, Cara GCPE:EX
Cc: Holmwood, Jen PREM:EX
Subject: Re: FOR SIGNOFF: Orthodox Christmas Statement

Approved with thanks

Sage
778-678-0832
Sent from my mobile device

On Jan 4, 2018, at 2:04 PM, McGregor, Cara GCPE:EX <Cara.McGregor@gov.bc.ca> wrote:

Hi Sage and Jen,
Jan 7 (Sunday) is Orthodox Christmas. I've prepared a brief statement, modelled on the Premier's earlier Christmas statement, with a couple small tweaks. This draft has been reviewed by Mira.
Please let me know if we are good to proceed.
Thank you,
Cara
Cara McGregor
Executive Director | Cabinet Priorities | Government Communications and Public Engagement
Cara.McGregor@gov.bc.ca

McGregor, Cara GCPE:EX

From: Holmwood, Jen PREM:EX
Sent: January 2, 2018 4:04 PM
To: McGregor, Cara GCPE:EX
Subject: Re: FOR SIGNOFF: NR - Asia Mission

Yes. I'd prefer to have it go in the morning.

Jen Holmwood
Deputy Communications Director
Office of the Premier | Government of BC
250-818-4881

On Jan 2, 2018, at 3:50 PM, McGregor, Cara GCPE:EX <Cara.McGregor@gov.bc.ca> wrote:

Thanks Jen – so PO is signed off?
Any preference on release time?

From: Holmwood, Jen PREM:EX
Sent: Tuesday, January 2, 2018 3:34 PM
To: McGregor, Cara GCPE:EX
Cc: Aaron, Sage PREM:EX; Dalzell, Danielle GCPE:EX
Subject: RE: FOR SIGNOFF: NR - Asia Mission
I'm fine with this, with the edits attached.

From: McGregor, Cara GCPE:EX
Sent: Tuesday, January 2, 2018 3:23 PM
To: Holmwood, Jen PREM:EX
Cc: Aaron, Sage PREM:EX; Dalzell, Danielle GCPE:EX
Subject: FOR SIGNOFF: NR - Asia Mission

Hi Jen,
Attached are my redline edits to Danielle's NR announcing the Premier's Asia Trip.
Original plan was for this NR to go out this week.
Let us know if that's possible.
Cara

From: Dalzell, Danielle GCPE:EX
Sent: Friday, December 22, 2017 12:25 PM
To: McGregor, Cara GCPE:EX
Cc: Aaron, Sage PREM:EX; Holmwood, Jen PREM:EX
Subject: NR - Asia Mission Departure_Dec15_V7_DDEdits

Hello,
This is the release intended to go out between January 2-5.
The Premier's quote might need a bit of work, but I thought I would send off for approval.
We may want to have this translated before it goes out, so approval sooner than later would be good.
Happy Christmas!
Danielle

McGregor, Cara GCPE:EX

From: Aaron, Sage PREM:EX
Sent: January 15, 2018 12:26 PM
To: McGregor, Cara GCPE:EX
Subject: RE: FOR REVIEW: Draft NR - Softwood Lumber - David Emerson

Did I approve your changes? If not, approved.

Sage
778-678-0832

From: McGregor, Cara GCPE:EX
Sent: Wednesday, January 10, 2018 9:34 AM
To: Aaron, Sage PREM:EX
Subject: FOR REVIEW: Draft NR - Softwood Lumber - David Emerson

Hi Sage,

I've made some redline edits to Vivian's NR, see attached. I seem to remember we had some key messages about Mr. Emerson related to the Washington trip that may be useful for fine-tuning the PJH quote.

This is supposed to go out on Monday, Jan. 15.

Cara

From: Thomas, Vivian P GCPE:EX
Sent: Tuesday, January 9, 2018 5:00 PM
To: Zdravec, Don GCPE:EX; McGregor, Cara GCPE:EX
Cc: Stewart, Courtney GCPE:EX
Subject: REVIEW: Draft NR - Softwood Lumber - David Emerson

Don, Cara,

Don Wright asked our Associate Deputy Minister to have a news release drafted, with quotes from PJH and Ministers Donaldson and Ralston thanking David Emerson for his service and that it be issued on Jan. 15th.

I've attached draft for your review. Let me know of any required changes, and then I'll seek MO approvals of quotes.

Cheers,

Vivian
250 356-2475

McGregor, Cara GCPE:EX

From: Aaron, Sage PREM:EX
Sent: January 23, 2018 2:43 PM
To: McGregor, Cara GCPE:EX
Subject: RE: FOR APPROVAL: Two Statements for PJH

Sorry for misunderstanding. I like the QC language, and approved.

Sage
778-678-0832

From: McGregor, Cara GCPE:EX
Sent: Tuesday, January 23, 2018 2:19 PM
To: Aaron, Sage PREM:EX
Cc: Holmwood, Jen PREM:EX
Subject: RE: FOR APPROVAL: Two Statements for PJH

Hi – I already sent them to Mira and Charlotte for their review. They've seen these from a content perspective. Wanted your take on the language in the Quebec city statement and if they were approved.

From: Aaron, Sage PREM:EX
Sent: Tuesday, January 23, 2018 2:18 PM
To: McGregor, Cara GCPE:EX
Cc: Holmwood, Jen PREM:EX
Subject: RE: FOR APPROVAL: Two Statements for PJH

They're good on my end but I haven't sent them by Mira – will do so now.

Sage
778-678-0832

From: McGregor, Cara GCPE:EX
Sent: Tuesday, January 23, 2018 1:56 PM
To: Aaron, Sage PREM:EX
Cc: Holmwood, Jen PREM:EX
Subject: RE: FOR APPROVAL: Two Statements for PJH

Thanks. Does that mean these are approved?

From: Aaron, Sage PREM:EX
Sent: Tuesday, January 23, 2018 1:55 PM
To: McGregor, Cara GCPE:EX
Cc: Holmwood, Jen PREM:EX
Subject: RE: FOR APPROVAL: Two Statements for PJH

No changes or edits on my side.

Sage

From: McGregor, Cara GCPE:EX
Sent: Monday, January 22, 2018 7:47 PM
To: Aaron, Sage PREM:EX
Cc: Holmwood, Jen PREM:EX
Subject: FOR APPROVAL: Two Statements for PJH

Hi Sage,

Two statements for you to review...

The first is a statement recognizing the international holocaust remembrance day. This will need to be issued on Friday. Mira has reviewed. It's brief, but I think the message is OK. We can add more if you think it is too short.

The second is a statement recognizing the first anniversary of the Mosque shooting in Quebec City. Charlotte Kingston had some clarifying questions for us on use of language in this statement - see her comments pasted below. I would like to get your input on this point before we finalize.

Both statements will be disseminated to communities by Mira and Charlotte upon approval.

Let me know if you have any edits or changes.

Cara

From: Kingston, Charlotte PREM:EX
Sent: Thursday, January 18, 2018 2:32 PM
To: McGregor, Cara GCPE:EX
Subject: RE: Draft Statement for Quebec anniversary

Hi Cara,

Sorry for delay. I think this statement is great. Just a couple of items on my mind:

- I appreciate that this statement uses the language of terrorism. I personally think that is correct and appropriate. In last year's statements both the PM and the Premier of Quebec used the language of terrorism. Ultimately however the shooter was not charged with a terrorist offence (so I leave it to you to decide whether the term is accurate in a formal sense). If it were up to me, I'd vote to keep it in because I think it fits the definition, but I wanted to raise it for accuracy in terms of legal charges.
- I think the last line about the fountains should include a piece on commemorating the lives lost. My additions in red.
 - On Jan. 29 from X to Y, the B.C. Legislature archway and fountain will be illuminated green, a colour often associated with the Muslim faith, to remember the lives that were lost and to raise awareness about the impacts of Islamophobia
- I'm sure you've seen the NCCM's call for a national day of action against Islamophobia, and the response from the Premier of Quebec, (editorials have since followed...), but just wanted to raise it in case .

Do you think it makes sense to mention any of the other things happening across government in relation to the date? Here's a high level recap:

- 1) Friday, January 26: Community has asked that an elected official **attend Friday afternoon prayer at Al Jamia Masjid Vancouver** mosque at approximately 12:40-1:15. *Waiting on confirmation as to whether Minister George Heyman can attend, as Minister Bains is away in Toronto and P.S. Kahlon is currently busy.*
- 2) Saturday, January 27 in Vancouver (Victory Square)/ **Feb 3 in Surrey** (Holland Park), opportunity to attend community vigils—*MLA Kang attending Vancouver, and MLA Singh attending in Surrey*
- 3) Monday, January 29 **Statement from the Office of the Premier** expressing solidarity with the Muslim community and a commitment to fostering safe and inclusive communities
 - a. Digital asset will be a photo of the Minister and Parliamentary Secretary at the VCO meeting; this will be shared on Gov of BC Facebook and twitter, others are most welcome to have accompanying digital outreach or share this
- 4) Monday, January 29 **Minister Bains and Parliamentary Secretary Ravi Kahlon convene small group discussion** with community leaders at VCO in Executive Boardroom
- 5) Monday, January 29 **Changing lights at the Legislature** to commemorate massacre to Islamic Green

Obviously, a statement is not the place to go into event details, but I thought it may make sense to say something about the fact that although the Premier is out of the country for the anniversary, he is so glad that members of the government will be joining the community for prayer or vigils, and that government is able to convene a meeting with community leaders to discuss what needs have arisen within the Muslim community in response to the massacre. Just something about connecting directly with community (in addition to changing the lights).

McGregor, Cara GCPE:EX

From: Aaron, Sage PREM:EX
Sent: February 14, 2018 4:10 PM
To: McGregor, Cara GCPE:EX
Cc: Holmwood, Jen PREM:EX; Bain, Don PREM:EX
Subject: RE: FOR APPROVAL: Premier's Statement on Recognition/Implementation Framework

Hi folks, this version is good to go.
Thank you very much for this quick work.

Sage
778-678-0832

From: McGregor, Cara GCPE:EX
Sent: Wednesday, February 14, 2018 3:44 PM
To: Aaron, Sage PREM:EX
Cc: Holmwood, Jen PREM:EX; Bain, Don PREM:EX
Subject: RE: FOR APPROVAL: Premier's Statement on Recognition/Implementation Framework

Hi Sage,

I have added the new content, made some edits, and also reordered the paragraphs.

Please have another read and let me know what you think.

Cara

From: Aaron, Sage PREM:EX
Sent: Wednesday, February 14, 2018 3:27 PM
To: McGregor, Cara GCPE:EX
Cc: Holmwood, Jen PREM:EX; Bain, Don PREM:EX
Subject: Re: FOR APPROVAL: Premier's Statement on Recognition/Implementation Framework

Can we please add that our government shares Ottawa's commitment on this score and are committed to take appropriate steps in our jurisdiction.

Thanks

Sage
778-678-0832
Sent from my mobile device

On Feb 14, 2018, at 2:42 PM, McGregor, Cara GCPE:EX <Cara.McGregor@gov.bc.ca> wrote:

Hi,

Premier's statement attached for approval. This statement has been reviewed by Don Bain and Jonathan Sas.

Cara

Cara McGregor

Executive Director | Cabinet Priorities | Government Communications and Public Engagement

Cara.McGregor@gov.bc.ca

McGregor, Cara GCPE:EX

From: Aaron, Sage PREM:EX
Sent: February 15, 2018 12:06 PM
To: McGregor, Cara GCPE:EX; Holmwood, Jen PREM:EX
Cc: Jones, JJ GCPE:EX
Subject: RE: FOR SIGNOFF: Statement on Lunar New Year

Thank you. Approved.

Sage
778-678-0832

From: McGregor, Cara GCPE:EX
Sent: Thursday, February 15, 2018 12:05 PM
To: Aaron, Sage PREM:EX; Holmwood, Jen PREM:EX
Cc: Jones, JJ GCPE:EX
Subject: RE: FOR SIGNOFF: Statement on Lunar New Year

Updated.

I left out Laotian as it appears they celebrate on a different day.

Cara

From: Aaron, Sage PREM:EX
Sent: Thursday, February 15, 2018 11:41 AM
To: McGregor, Cara GCPE:EX; Holmwood, Jen PREM:EX
Cc: Jones, JJ GCPE:EX
Subject: RE: FOR SIGNOFF: Statement on Lunar New Year

Hi folks,

Can we please add an acknowledgement of all communities that celebrate Lunar New Year - Chinese, Vietnamese, Korean, Laotian and Singaporean communities.

Thanks,

Sage
778-678-0832

From: McGregor, Cara GCPE:EX
Sent: Thursday, February 15, 2018 10:03 AM
To: Aaron, Sage PREM:EX; Holmwood, Jen PREM:EX
Cc: Jones, JJ GCPE:EX
Subject: FOR SIGNOFF: Statement on Lunar New Year

Hi,

Please see attached statement from the Premier for Lunar New Year.

JJ drafted the statement, based on the video greetings the Premier recorded in China and Korea. I've added a bit of language at the front-end recognizing the families celebrating.

The statement has been reviewed by Lele Truong.

Upon approval we will get this queued up ASAP – hopefully by 12pm or 1pm today as the New Year is tomorrow.

Thanks

Cara

Cara McGregor

Executive Director | Cabinet Priorities | Government Communications and Public Engagement

Cara.McGregor@gov.bc.ca

McGregor, Cara GCPE:EX

From: McGregor, Cara GCPE:EX
Sent: April 27, 2018 5:20 PM
To: Aaron, Sage PREM:EX; Devereux, Rick GCPE:EX
Cc: Badger, Joleen GCPE:EX; Nash, Amber PREM:EX; Ferguson, Stephanie GCPE:EX; Smith, Mat GCPE:EX
Subject: FINAL Tour Package: April 30 (Vancouver / Surrey)
Attachments: 20180430 FINAL Tour Package Surrey Vancouver.pdf; 0 - Tour Package Overview.docx; 1 - Vancouver and Surrey Community and Issues Scan.docx; 2 - SN Tamanawis Secondary School.docx; 3 - NR Surrey Schools.pdf; 4 - SN Surrey Schools.docx; 5 - QA Surrey Schools.docx; 6 - BG Neighbourhood Houses.docx; 7 - SN Neighbourhood Houses.docx

Attached is the final tour package for Monday in Surrey and Vancouver. Complete PDF and individual files (numbered 0 to 7) are attached.

Tour Package Surrey / Vancouver Monday, April 30

Overview (all times approximate):

1. Visit to Tamanawis Secondary School (11:30 a.m.) – **item 2**
 - You will speak to a social studies class who wrote to you and invited you to speak to their class and visit their school.
 - Materials: Speaking Notes
2. Surrey Schools Announcement (12:30 p.m.) – **items 3 to 5**
 - You will visit Sunnyside Elementary to announce three new Surrey school projects and one land acquisition that's going to help kids out of portables and support growing communities.
 - Materials: Speaking Notes, News Release, Q and A
3. Vancouver Neighbourhood House (3:00 p.m.) – **items 6 and 7**
 - You will meet with representatives of 20 neighbourhood houses from across Metro Vancouver.
 - Materials: Speaking Notes, Background Note

McGregor, Cara GCPE:EX

From: McGregor, Cara GCPE:EX
Sent: April 30, 2018 4:04 PM
To: Aaron, Sage PREM:EX; Devereux, Rick GCPE:EX
Cc: Badger, Joleen GCPE:EX; Nash, Amber PREM:EX
Subject: FINAL Tour Package: May 1 (Vancouver)
Attachments: 20180501 FINAL Tour Package Vancouver.pdf; 0 - Tour Package Overview.docx; 1 - Vancouver Community and Issues Scan.docx; 2 - SN BC Business Council_finaldraft.docx; 3 - SN Paramedic Ride Along.docx; 4 - BG Paramedic Ride Along.docx; 5 - SN Harbour Light.docx; 6 - BG Harbour Light.docx; 7 - SN Book Launch.docx

Complete PDF package and individual files (0 to 7) are attached.

Items modified or changed since the draft package was circulated:

- Community and Issues scan has been updated and included (item 1)
- Book Launch speech was edited (item 7)
 - Info on attendees, including MLAs (Chouhan, Routledge, Ralston) has been updated
 - A few words of introduction about each attending MLA has been added to the speech.
 - Light changes have been made to the text.

**Tour Package
Vancouver
Tuesday, May 1**

Overview (all times approximate):

1. Speech to BC Business Council AGM (8:30 a.m.) **(item 2)**
 - Materials: Speaking Notes
2. Ride-along with Paramedics (10:30 a.m.) **(items 3 and 4)**
 - You will spend time with Paramedics in Vancouver's Downtown Eastside
 - Materials: Background Note, Talking Points
3. Tour of Salvation Army Harbour Light Centre (12:00 p.m.) **(items 5 and 6)**
 - You will join the Executive Director on a tour of Harbour Light (119 E. Cordova Street), learn more about their programs and the people in the community who are being helped.
 - Materials: Background Note, Talking Points
4. Book Launch event (6:00 p.m.) **(item 7)**

- You will join author/journalist Rod Mickleburgh and 350 guests to celebrate the publication, “On the Line: A History of the BC Labour Movement”
- Materials: Speaking Notes

Cara McGregor

Executive Director | Cabinet Priorities | Government Communications and Public Engagement

Cara.McGregor@gov.bc.ca

McGregor, Cara GCPE:EX

From: Aaron, Sage PREM:EX
Sent: April 27, 2018 3:01 PM
To: McGregor, Cara GCPE:EX
Subject: RE: Day of Mourning

I'd like to hear back from Labour but with that deletion, good by me.

Sage
778-678-0832

From: McGregor, Cara GCPE:EX
Sent: Friday, April 27, 2018 2:57 PM
To: Aaron, Sage PREM:EX
Subject: RE: Day of Mourning

Yes, a bit too writerly perhaps. And not quite in voice.

From: Aaron, Sage PREM:EX
Sent: Friday, April 27, 2018 2:56 PM
To: McGregor, Cara GCPE:EX
Subject: RE: Day of Mourning

I think we should remove this line: "Let no one say that our province and our country witnessed these events, and did nothing."
Your thoughts?

Sage
778-678-0832

From: McGregor, Cara GCPE:EX
Sent: Friday, April 27, 2018 2:30 PM
To: Aaron, Sage PREM:EX
Cc: Hardin, Karl GCPE:EX; Holmwood, Jen PREM:EX; Ferguson, Stephanie GCPE:EX
Subject: RE: Day of Mourning

No – not yet. Do you want to send to Karen?

From: Aaron, Sage PREM:EX
Sent: Friday, April 27, 2018 2:29 PM
To: McGregor, Cara GCPE:EX
Cc: Hardin, Karl GCPE:EX; Holmwood, Jen PREM:EX; Ferguson, Stephanie GCPE:EX
Subject: RE: Day of Mourning

Thanks, Cara. Has this been checked with Labour?

Sage
778-678-0832

From: McGregor, Cara GCPE:EX
Sent: Friday, April 27, 2018 2:29 PM
To: Aaron, Sage PREM:EX
Cc: Hardin, Karl GCPE:EX; Holmwood, Jen PREM:EX; Ferguson, Stephanie GCPE:EX
Subject: Day of Mourning

Hi Sage,

Please have a look at the attached statement from the Premier for the Day of Mourning.

I'd like to get it over to the editors by 3:15pm today, if possible.

Let me know if it's good to go or if any changes are required.

Thanks,
Cara

Cara McGregor
Executive Director | Cabinet Priorities | Government Communications and Public Engagement
Cara.McGregor@gov.bc.ca

McGregor, Cara GCPE:EX

From: Aaron, Sage PREM:EX
Sent: March 14, 2018 10:20 AM
To: McGregor, Cara GCPE:EX; Holmwood, Jen PREM:EX
Subject: RE: FOR SIGNOFF: Weekly op-ed

Approved

Sage
778-678-0832

From: McGregor, Cara GCPE:EX
Sent: Wednesday, March 14, 2018 9:40 AM
To: Aaron, Sage PREM:EX; Holmwood, Jen PREM:EX
Subject: FOR SIGNOFF: Weekly op-ed

McGregor, Cara GCPE:EX

From: Aaron, Sage PREM:EX
Sent: March 30, 2018 12:46 PM
To: McGregor, Cara GCPE:EX
Subject: Re: HLTH release for tomorrow a.m.

It is. Thank you.

Sage
778-678-0832
Sent from my mobile device

On Mar 30, 2018, at 12:39 PM, McGregor, Cara GCPE:EX <Cara.McGregor@gov.bc.ca> wrote:

Hi Sage, just making sure this Woodlands release is signed-off by you and PO.
Let me know, and I'll confirm with W&E to finalize.
Thanks,
Cara

From: Thistle-Walker, Carlene GCPE:EX
Sent: Friday, March 30, 2018 12:19 PM
To: GCPE Editors
Cc: Anderson, Kristy GCPE:EX; Shewchuk, Chris GCPE:EX; LeGuilloux, Marg GCPE:EX; McGregor, Cara GCPE:EX
Subject: FOR FINALS -- HLTH release for tomorrow a.m.

Hi Grant,
As discussed, here is our news release for tomorrow. It is to go out to provincewide/multicultural media at 11:15 .am. to coincide with an event starting at 11 a.m. in New West.

Corp calendar number: [85750](#)

As mentioned, we will also have a media advisory to come your way to go out late this afternoon with a repeat in the a.m., but are waiting for dial-in info.

Thanks and any questions, please let us know,
Carlene

Carlene Thistle-Walker | Communications Manager
Government Communications & Public Engagement
B.C. Ministry of Health

Tel: 250.952.1644 | Mobile: 250.812.3291 | email: carlene.thistle-walker@gov.bc.ca

McGregor, Cara GCPE:EX

From: Aaron, Sage PREM:EX
Sent: April 11, 2018 5:01 PM
To: McGregor, Cara GCPE:EX
Subject: Re: op-ed revisions

Much better. Thank you, Cara. Good to go.

Sage
778-678-0832
Sent from my mobile device

On Apr 11, 2018, at 4:26 PM, McGregor, Cara GCPE:EX <Cara.McGregor@gov.bc.ca> wrote:

Hi Sage,
I've made some revisions to the op-ed. Please have a look and let me know what you think.
Cara
Cara McGregor
Executive Director | Cabinet Priorities | Government Communications and Public Engagement
Cara.McGregor@gov.bc.ca

McGregor, Cara GCPE:EX

From: Aaron, Sage PREM:EX
Sent: February 13, 2018 10:03 PM
To: McGregor, Cara GCPE:EX
Cc: Holmwood, Jen PREM:EX; May, Ed LASS:EX; Dalzell, Danielle GCPE:EX
Subject: Re: FOR SIGNOFF: Op-Ed - Throne Speech

Good to go

Sage
778-678-0832
Sent from my mobile device

On Feb 13, 2018, at 4:57 PM, McGregor, Cara GCPE:EX <Cara.McGregor@gov.bc.ca> wrote:

Attached

McGregor, Cara GCPE:EX

From: McGregor, Cara GCPE:EX
Sent: April 4, 2018 2:41 PM
To: Aaron, Sage PREM:EX; Holmwood, Jen PREM:EX; McConnell, Sheena PREM:EX; Nash, Amber PREM:EX; Brown, Evan PREM:EX; McLaren, Chris PREM:EX; Badger, Joleen GCPE:EX; Devereux, Rick GCPE:EX
Cc: Ferguson, Stephanie GCPE:EX; Smith, Mat GCPE:EX
Subject: Tour Package: Kamloops (Apr 5)
Attachments: FINAL 20180405 Kamloops.pdf; 0 - Tour Package Overview.docx; 1 - NR TRU Nursing.pdf; 2 - SN TRU Nursing.docx; 3 - QA TRU Nursing.docx

****Complete PDF and individual files (numbered 0 to 3) are attached to this message****

**Tour Package
Kamloops
Thursday, Apr 5**

Overview (all times approximate):

1. Ground-breaking event at TRU (9:00 a.m.)
 - You will join Minister Melanie Mark and break ground on the new Nursing and Population Health building.
 - Materials: News Release, Speaking Notes, Qs and As

Cara McGregor

Executive Director | Cabinet Priorities | Government Communications and Public Engagement
Cara.McGregor@gov.bc.ca

McGregor, Cara GCPE:EX

From: Aaron, Sage PREM:EX
Sent: March 29, 2018 4:27 PM
To: McGregor, Cara GCPE:EX
Cc: Jones, JJ GCPE:EX
Subject: RE: FOR SIGNOFF: BC Wine Month event materials

Approved, with thanks

Sage
778-678-0832

From: McGregor, Cara GCPE:EX
Sent: Thursday, March 29, 2018 3:50 PM
To: Aaron, Sage PREM:EX
Cc: Jones, JJ GCPE:EX
Subject: FOR SIGNOFF: BC Wine Month event materials

See attached:

- News release
- Speaking notes
- Q and A
- Background on the winery and restaurant.

Cara

Cara McGregor

Executive Director | Cabinet Priorities | Government Communications and Public Engagement
Cara.McGregor@gov.bc.ca

McGregor, Cara GCPE:EX

From: Aaron, Sage PREM:EX
Sent: March 16, 2018 4:58 PM
To: McGregor, Cara GCPE:EX
Cc: Holmwood, Jen PREM:EX
Subject: RE: FOR SIGNOFF: Package of items for Monday

Good on all, with thanks.

Sage
778-678-0832

From: McGregor, Cara GCPE:EX
Sent: Friday, March 16, 2018 4:02 PM
To: Aaron, Sage PREM:EX
Cc: Holmwood, Jen PREM:EX
Subject: FOR SIGNOFF: Package of items for Monday
Importance: High

Hi,

Please see attached the following items for final review and signoff:

- MA for Photo Opportunity at Atomic Cartoons (to be issued ASAP upon approval)
- Statement from PJH for Nowruz (to be issued Monday Mar. 19)
- Speaking Notes for the Atomic Cartoons office opening (Monday Mar. 19)
- Background note for Atomic Cartoons (info provided by TAC)

Thanks,
Cara

Cara McGregor

Executive Director | Cabinet Priorities | Government Communications and Public Engagement
Cara.McGregor@gov.bc.ca

McGregor, Cara GCPE:EX

From: Aaron, Sage PREM:EX
Sent: March 25, 2018 11:03 AM
To: McGregor, Cara GCPE:EX
Cc: Dalzell, Danielle GCPE:EX
Subject: RE: FOR SIGNOFF: Prince Rupert comms materials

Hi Cara,
This is good. No changes required. Thank you.

Sage
778-678-0832

From: McGregor, Cara GCPE:EX
Sent: Saturday, March 24, 2018 8:13 PM
To: Aaron, Sage PREM:EX
Cc: Dalzell, Danielle GCPE:EX
Subject: FOR SIGNOFF: Prince Rupert comms materials

Hi Sage,

Attached is the Prince Rupert package for you to review.

I've combined all the documents into a single PDF. This includes speaking notes, background, information notes and other reference material we thought would be helpful.

We will need an issue scan and QA on hot issues to finish off the package.

Please let me know before 12pm on Sunday if any edits are required. Otherwise I'll pass the package on to Joleen and Amber in preparation for Monday's event briefing.

Cara McGregor

Executive Director | Cabinet Priorities | Government Communications and Public Engagement
Cara.McGregor@gov.bc.ca

McGregor, Cara GCPE:EX

From: Aaron, Sage PREM:EX
Sent: March 28, 2018 3:08 PM
To: McGregor, Cara GCPE:EX
Cc: McConnell, Sheena PREM:EX; Oreck, Mira PREM:EX
Subject: Re: FOR SIGNOFF: Statements on Easter and Passover

Approved

Sage
778-678-0832
Sent from my mobile device

On Mar 28, 2018, at 1:48 PM, McGregor, Cara GCPE:EX <Cara.McGregor@gov.bc.ca> wrote:

Hi,
Please see attached two statements from the Premier for Friday recognizing 1) Passover and 2) Easter.
Please advise if these are approved or if any changes are needed.
Thank you
Cara McGregor
Executive Director | Cabinet Priorities | Government Communications and Public Engagement
Cara.McGregor@gov.bc.ca

McGregor, Cara GCPE:EX

From: Aaron, Sage PREM:EX
Sent: April 4, 2018 9:32 AM
To: McGregor, Cara GCPE:EX
Cc: Holmwood, Jen PREM:EX; McConnell, Sheena PREM:EX; Jones, JJ GCPE:EX
Subject: Re: FOR SIGNOFF: TRU Materials for Thursday

Approved.

Sage
778-678-0832
Sent from my mobile device

On Apr 4, 2018, at 9:27 AM, McGregor, Cara GCPE:EX <Cara.McGregor@gov.bc.ca> wrote:

We'd like to send the MA for the TRU event at the same time as the Axis Forestry photo opportunity MA – but we need approval of the TRU MA first.
Please let me know when all materials are approved.
Thank you,
Cara

From: McGregor, Cara GCPE:EX
Sent: Tuesday, April 3, 2018 3:38 PM
To: Aaron, Sage PREM:EX; Holmwood, Jen PREM:EX; McConnell, Sheena PREM:EX
Cc: Jones, JJ GCPE:EX
Subject: FOR SIGNOFF: TRU Materials for Thursday

Hi,
Attached are the materials for review and sign-off by PO for Thursday's ground-breaking at TRU in Kamloops.

Cara McGregor
Executive Director | Cabinet Priorities | Government Communications and Public Engagement
Cara.McGregor@gov.bc.ca

McGregor, Cara GCPE:EX

From: McGregor, Cara GCPE:EX
Sent: March 28, 2018 2:17 PM
To: Aaron, Sage PREM:EX; Brown, Evan PREM:EX; Nash, Amber PREM:EX; Oreck, Mira PREM:EX
Cc: Ferguson, Stephanie GCPE:EX
Subject: Tour Package: Lower Mainland (Day 2)
Attachments: 1 - Community Scan Vancouver Richmond.docx; 2 - NR Richmond Hospital.docx; 3 - SN Richmond Hospital.docx; 4 - QA Richmond Hospital.docx; 5 - BN Steamworks.docx; 6 - KM Steamworks.docx; 7 - QA Steamworks.docx; 8 - NR Steamworks New Canning Line News Release.docx; 9 - IN Birth Tourism.docx

Hi all,

Tour package for Lower Mainland, Day 2.

A total of 9 documents are attached.

Included here are materials for:

- Richmond Hospital
- Steamworks Brewery

Also see attached:

- Community scan
- Issue note

Cara McGregor

Executive Director | Cabinet Priorities | Government Communications and Public Engagement

Cara.McGregor@gov.bc.ca

McGregor, Cara GCPE:EX

From: McGregor, Cara GCPE:EX
Sent: March 27, 2018 5:12 PM
To: Devereux, Rick GCPE:EX; Badger, Joleen GCPE:EX
Cc: Nash, Amber PREM:EX; Brown, Evan PREM:EX; Ferguson, Stephanie GCPE:EX; Jones, JJ GCPE:EX; Dalzell, Danielle GCPE:EX; Aaron, Sage PREM:EX
Subject: Tour Package: Lower Mainland (Mar. 28)
Attachments: 20180328 Lower Mainland.pdf

Hi,

Attached are the materials prepared by Cabinet Priorities and Issues Management for Lower Mainland events on Wednesday, March 28.

I have combined all items into a single PDF, including speaking notes, news releases, backgrounders and community/issue scans.

Cara McGregor

Executive Director | Cabinet Priorities | Government Communications and Public Engagement

Cara.McGregor@gov.bc.ca

McGregor, Cara GCPE:EX

From: McGregor, Cara GCPE:EX
Sent: March 29, 2018 4:55 PM
To: Nash, Amber PREM:EX; McLaren, Chris PREM:EX; Aaron, Sage PREM:EX; McConnell, Sheena PREM:EX; Holmwood, Jen PREM:EX; Brown, Evan PREM:EX; Devereux, Rick GCPE:EX; Badger, Joleen GCPE:EX; Behrens, Marlene GCPE:EX; Jones, JJ GCPE:EX; Dalzell, Danielle GCPE:EX; Smith, Mat GCPE:EX; Ferguson, Stephanie GCPE:EX
Subject: Tour Package: Penticton and Oliver (Tuesday, Apr. 3)
Attachments: 20180403 Penticton Oliver.pdf; 0 - Tour Package Overview.docx; 1 - Community Scan Penticton Oliver.docx; 2 - NR Manufactured Home Parks.docx; 3 - SN Manufactured Home Parks.docx; 4 - QA Manufactured Home Parks.DOCX; 5 - BG Lakeside Resort.docx; 6 - SN Lakeside Resort.docx; 7 - FYI NR South Okanagan National Park Reserve.pdf; 8 - FYI QA South Okanagan Park.docx; 9 - NR BC Wine month.docx; 10 - SN BC Wine Month.docx; 11 - BG Tinhorn Creek.docx; 12 - QA BC Wine Month.docx

****Complete PDF and individual files (numbered 0 through 12) are attached to this message *****

**Tour Package
Penticton and Oliver
Tuesday, Apr 3**

Overview (all times approximate):

1. Manufactured Home Parks Announcement (9:15 a.m.)
 - Announcing new legislation to protect and compensate people who are evicted from manufactured home parks. Joined by Mayor of Penticton.
 - *Materials: News Release, Speaking Notes, Q and A*
2. Tour of new wing of Lakeside Resort (10:30 a.m.)
 - An opportunity to tour the new Wing of the Lakeside Resort and share your enthusiasm for BC wood buildings and growing our value-added sector
 - *Materials: Backgrounder, suggested talking points/video script*
3. Colour Stop: Park area in Oliver (1:00 p.m.)
 - In Oct. 2017 the provincial and federal governments announced their intention to create a new national park reserve in the South Okanagan. You will see some of the beautiful pristine areas that may become part of this future park.
 - *Materials: FYI ONLY - News Release, QA from October announcement*
4. BC Wine Month Announcement (3:30 p.m.)
 - BC has proclaimed April, 2018 as BC Wine Month. You will visit Tinhorn Creek Vineyard with Minister Lana Popham and toast BC's award-winning wines.
 - *Materials: News Release, Speaking Notes, Backgrounder, Q and A*

Cara McGregor

McGregor, Cara GCPE:EX

From: McGregor, Cara GCPE:EX
Sent: April 5, 2018 2:00 PM
To: Aaron, Sage PREM:EX; Holmwood, Jen PREM:EX; McConnell, Sheena PREM:EX; Nash, Amber PREM:EX; Brown, Evan PREM:EX; McLaren, Chris PREM:EX; Badger, Joleen GCPE:EX; Devereux, Rick GCPE:EX; Banfield, Elena GCPE:EX
Cc: Ferguson, Stephanie GCPE:EX; Smith, Mat GCPE:EX
Subject: Tour Package: Prince George (Apr 6)
Attachments: FINAL 20180406 Prince George.pdf; 0 - Tour Package Overview.docx; 1 - PG Community & Issues Scan.docx; 2 - SN COFI_draft3.docx; 3 - NR_FESBC_finaldraft.docx; 4 - QA Forest Enhancement \$133M_draft 2 (3).docx

****Complete PDF and individual files (numbered 0 to 4) are attached to this message****

NB: QA for COFI announcement was provided by FLNRO at 11:52 a.m. Check for updated version(s) before proceeding with briefing.

NB: NR has been approved by PO, however the final PDF has not yet been produced by Writing and Editorial. Will provide once final.

NB: COFI speech is still in draft form – attached is the most recent version (draft 3, date-marked in header). Check against delivery.

**Tour Package
Prince George
Friday, Apr 6**

Overview (all times approximate):

1. Speech at COFI (9:00a.m.)
 - You will deliver a keynote address, followed by a Q and A session with COFI delegates, and a media availability with local reporters.
 - Materials: Community/Issue Scan, Speech, News Release, QA

Cara McGregor

Executive Director | Cabinet Priorities | Government Communications and Public Engagement
Cara.McGregor@gov.bc.ca

McGregor, Cara GCPE:EX

From: Lowe, Mike GCPE:EX
Sent: February 14, 2018 2:59 PM
To: McGregor, Cara GCPE:EX
Subject: FW: Throne Speech Reply -- speech framework
Attachments: 20180214_SN_Throne Speech Reply Framework.docx

Just sent.

From: Lowe, Mike GCPE:EX
Sent: Wednesday, February 14, 2018 2:56 PM
To: GCPE Comm Directors
Subject: Throne Speech Reply -- speech framework

Good afternoon folks.
See attached for SN/framework for Ministers' throne speech responses.

Mike

From: McGregor, Cara GCPE:EX
Sent: Wednesday, February 14, 2018 2:25 PM
To: Lowe, Mike GCPE:EX
Subject: Throne Speech Reply -- speech framework

Hi Mike,

As discussed, the attached speech outline and talking points have been prepared for use by Ministers in reply to the Throne Speech.

Can you please circulate to Comms Directors, similar to the other items we provided them yesterday.

Thank you,
Cara

Cara McGregor

Executive Director | Cabinet Priorities | Government Communications and Public Engagement
Cara.McGregor@gov.bc.ca

McGregor, Cara GCPE:EX

From: McGregor, Cara GCPE:EX
Sent: April 18, 2018 9:01 PM
To: McGregor, Cara GCPE:EX
Subject: Fwd: Half-Masting Notification: Funeral of Constable Ian Jordan - April 19, 2018

Cara McGregor

Begin forwarded message:

From: "Protocol IGRS:EX" <Protocol@gov.bc.ca>
Date: April 18, 2018 at 7:59:31 PM PDT
Subject: Half-Masting Notification: Funeral of Constable Ian Jordan - April 19, 2018



Government of
British Columbia

Half-masting Notice

Half-Masting period: Pursuant to [Section 12 of the British Columbia policy on half-masting](#), flags will be flown at half-mast from sunrise to sunset on **Thursday, April 19, 2018**, the day of the funeral service for Constable Ian Jordan, the Victoria police officer who died on April 11, 2018 as a result of a car accident over 30 years ago in Victoria, British Columbia.

Occasion: Funeral of Police Officer from the Victoria Police Department.

Half-Masting locations: Legislative Building in Victoria and on all British Columbia government buildings and establishments in the City of Victoria and on all provincial institutions under the jurisdiction of the Ministry of Public Safety and Solicitor General.

Notes: Where a Canadian flag and a British Columbia flag fly near to one other, both flags should be lowered to half-mast.

A full departmental funeral will be held April 19th at Christ Church Cathedral, 930 Burdett Avenue and will be preceded by a marching procession starting at 12:30 pm from Save-on-Foods Memorial Centre and marching east on Caledonia Avenue and then south on Quadra Street. Those wishing to pay their respects are asked to line the route along Quadra Street.

Should you no longer want to receive these notifications please send an email to protocol@gov.bc.ca

McGregor, Cara GCPE:EX

From: Mojeed, Ruth GCPE:EX
Sent: February 2, 2018 8:03 AM
To: McGregor, Cara GCPE:EX
Subject: FW: In Memoriam
Attachments: 20180213 BN In Memoriam.docx

Hi Cara,

I didn't follow up with you on this at our meeting yesterday- I'm not sure if you've had the time to look at it. I updated the "notes" section to include the cause of death and outstanding things about them, as you suggested.

Ruth

From: Mojeed, Ruth GCPE:EX
Sent: Wednesday, January 31, 2018 3:07 PM
To: McGregor, Cara GCPE:EX
Subject: RE: In Memoriam

Hi Cara,

Here's the update to the "Memoriam" document.

Ruth

From: McGregor, Cara GCPE:EX
Sent: Monday, January 29, 2018 10:04 AM
To: Mojeed, Ruth GCPE:EX
Subject: In Memoriam

Hi Ruth,

Can you please populate the attached Word document with the list of names provided in the attached summary table, provided by the Legislative Library. Please make sure the names in the final table appear in the same order as the news articles PDF (also attached), that way the reader can follow along in the news package. The summary page has it mostly right, but some are out of order.

If there are names on this list that don't have a news article, or vice versa, please fill in the blanks and find an appropriate source to include in the PDF package.

Can you also please add the following names, and also locate a newspaper article about them to include in an updated PDF:

- Chief Leonard George, Tsleil-Waututh Nation
- Dr. Simon Lucas, former Chief Councillor for Hesquiaht First Nation
- Andy Chelsea, former Esketemc Chief
- Any new obituaries/sudden deaths in the newspaper over the weekend (check TNO) – I saw an item about an ATV accident last night on Global – anything else prominent from the weekend would be helpful to include

Tomorrow by noon or sooner for this project, please. Let me know if you have any questions.

Thanks,
Cara

Cara McGregor

Executive Director | Cabinet Priorities | Government Communications and Public Engagement

Cara.McGregor@gov.bc.ca

McGregor, Cara GCPE:EX

From: McGregor, Cara GCPE:EX
Sent: April 26, 2018 9:03 AM
To: Dalzell, Danielle GCPE:EX
Subject: FW: Writing Services

A future project for discussion.

Cara

From: Clark, Layne PREM:EX
Sent: Wednesday, April 25, 2018 1:18 PM
To: Aaron, Sage PREM:EX; McGregor, Cara GCPE:EX
Subject: Writing Services

Hey Sage and Cara,

Having spoken to a few MA's who are responsible for correspondence units, it sounds like many Ministry Writing Services departments and positions of that type have still not received the style guide. I think it would be great if we could set up a meeting with them to review this. I'm not sure if this is something that can be done through GCPE, or perhaps Sage if you need to speak to Don Wright about it, but I thought I would flag for you two to consider.

Thanks!

Layne

Layne Clark
Director of Liaison and Coordination
Premier's Office
P: 250-356-0273 | C: 250-818-5583 | E: layne.clark@gov.bc.ca

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McGregor, Cara GCPE:EX

From: McGregor, Cara GCPE:EX
Sent: April 6, 2018 6:43 PM
To: Claudia Wilimovsky
Subject: Classification Matrix
Attachments: mccf-classification-plan.pdf

Hi Claudia,

Attached is the classification matrix used to assess management positions in the PSA. I used this as a reference when drafting the job profiles. You may find it useful when working with your contact on the profiles we are putting forward.

Thanks again,
Cara

McGregor, Cara GCPE:EX

From: McGregor, Cara GCPE:EX
Sent: January 18, 2018 10:01 AM
To: Mojeed, Ruth GCPE:EX
Subject: Community Scan Feedback
Attachments: Victoria Community Scan_RMCM.docx

Hi Ruth,

Here is my feedback on the Victoria community scan. You don't need to provide a revised version – take these comments as learning for future scans.

Cara McGregor

Executive Director | Cabinet Priorities | Government Communications and Public Engagement
Cara.McGregor@gov.bc.ca

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McGregor, Cara GCPE:EX

From: McGregor, Cara GCPE:EX
Sent: April 6, 2018 6:39 PM
To: Claudia Wilimovsky
Subject: Job Descriptions + Org Chart
Attachments: JD Director Cabinet Priorities.doc; JD Director Writing and Content Strategy.doc; JD Manager Writing and Content Strategy.doc; 20180406 Cabinet Priorities Org Chart.pdf

Hi Claudia,

Attached are the final job descriptions for submission to the PSA for classification purposes:

- Director, Cabinet Priorities
- Director, Writing and Content Strategy
- Manager, Writing and Content Strategy

Please also see the attached organizational chart reflecting the overall plan.

s.22 but can be reached by cell: 250-213-9574.

Thank you,
Cara

Cara McGregor

Executive Director | Cabinet Priorities | Government Communications and Public Engagement
Cara.McGregor@gov.bc.ca

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s.22

McGregor, Cara GCPE:EX

From: McGregor, Cara GCPE:EX
Sent: January 30, 2018 1:25 PM
To: Jones, JJ GCPE:EX
Subject: Mosque anniversary statement

Hi JJ,

I ran into Mira and Charlotte today here at GCPE, they told me that the Mosque anniversary statement was very well received, and that it was read aloud more than once at a stakeholder event they were at. People were really happy.s.22

Cara

McGregor, Cara GCPE:EX

From: McGregor, Cara GCPE:EX
Sent: January 18, 2018 4:47 PM
To: Mojeed, Ruth GCPE:EX
Subject: RE: Budget Commitments

Hi,

Just looking at this again – want to make sure we’re clear about the scope of the task.

I noticed the spreadsheet is titled, “budget update commitments” – which was a previous project, way-back-when, when we were tracking what had been included in the budget vs. what had been announced at a public event, or by a News Release, etc.

For this project, I want us to track the commitments we’ve followed through on (announcements) and also when we said we were going to “take action” to fix something in an announcement (future commitments), from the beginning (July 18).

The sources I provided will really help for those first 100 days, but after that you may find it gets a bit trickier to track after that.

Cara

From: Mojeed, Ruth GCPE:EX
Sent: Thursday, January 18, 2018 4:11 PM
To: McGregor, Cara GCPE:EX
Subject: RE: Budget Commitments

Thanks, Cara.

I used the government archives as well as the news.gov.bc.ca site but didn’t use the use the Office of the Premier link.

I will include these ones to broaden the search and update the list.

Thanks,
Ruth

From: McGregor, Cara GCPE:EX
Sent: Thursday, January 18, 2018 4:06 PM
To: Mojeed, Ruth GCPE:EX
Subject: RE: Budget Commitments

Hi Ruth,

This is a start, but there are more commitments that should be added to this list.

While I don’t know what exact process you may have already followed, I would suggest at a minimum:

- Reviewing the News Releases specific to the Office of the Premier in the news.gov.bc.ca portal

- Reviewing the BC Government Caucus website and social media channels – caucus has published a commitments list in the past that will help flesh out this list – check around the 100-day mark of the swearing-in date, and also end-of-session timing (these are times that are likely to have published any lists that will help index the full list of commitments)

These two strategies will help you widen the net. I'm sure you can think of others, too.

Cara

From: Mojeed, Ruth GCPE:EX
Sent: Thursday, January 18, 2018 2:18 PM
To: McGregor, Cara GCPE:EX
Subject: Budget Commitments

Hi Cara,

Here's the commitments spreadsheet.

Ruth

McGregor, Cara GCPE:EX

From: Mojeed, Ruth GCPE:EX
Sent: January 23, 2018 1:10 PM
To: McGregor, Cara GCPE:EX
Subject: RE: Commitments Spreadsheet

Thank you for the feedback, Cara.

I'll sort the spreadsheet chronologically and merge the completed and future commitments and include notes category at the end to indicate the status. I'll also take out the "title" category. I'll check with you on the "source type".

Ruth

From: McGregor, Cara GCPE:EX
Sent: Tuesday, January 23, 2018 12:53 PM
To: Mojeed, Ruth GCPE:EX
Subject: RE: Commitments Spreadsheet

Hi Ruth,

A few changes:

1. Remove the "title" category – and let's make "topic" the focus instead, but with a bit more description (what is the action being taken, or commitment being made on the topic) For example:

Eliminating bridge tolls
Removing tuition on ABE/ELL
Adding new childcare spaces
2. Please add a category that indicates the source type – speech to [name], news release, website, social media, etc.
3. Can we find a way to fold the commitments for "future" work in with the work already completed to date? Let's add a "notes" category at the end for notations about whether something is a future commitment, or whether it's already been announced/delivered on.
4. The default sorting for this spreadsheet should be chronological rather than by category.

Cara

From: Mojeed, Ruth GCPE:EX
Sent: Monday, January 22, 2018 3:04 PM
To: McGregor, Cara GCPE:EX
Subject: Commitments Spreadsheet

Hi Cara,

Here's the commitments spreadsheet. It's still in an "unrefined" state...what I'm doing is to collate the entries from the Caucus 100-day plan, the previous budget sheet, the gov news archive and "The Office of the Premier" section of the news site. The two divisions in the spreadsheet are the things we've already done and the things we committed to do. Some of the entries with incomplete details are the ones I'm not too sure we might want to include.

Once I'm sure of what to include, I will cross-check with the Corp Cal and the entries from the LAN.

Thanks,

Ruth

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Page 59

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s.22;s.13

Page 60 to/à Page 61

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s.22

McGregor, Cara GCPE:EX

From: Mojeed, Ruth GCPE:EX
Sent: February 2, 2018 3:20 PM
To: McGregor, Cara GCPE:EX
Subject: RE: Communications Plan Preface
Attachments: 20180130 CP Comms Plan Preface.docx

Hi Cara,

Here's the updated preface. I have a separate document for the up-coming announcements- post & pre-budget- with (tentative) dates.

Please let me know if there's anything you would like me to include.

Ruth

From: McGregor, Cara GCPE:EX
Sent: Wednesday, January 31, 2018 7:52 AM
To: Mojeed, Ruth GCPE:EX
Subject: RE: Communications Plan Preface

As discussed, a few edits.

From: Mojeed, Ruth GCPE:EX
Sent: Tuesday, January 30, 2018 3:04 PM
To: McGregor, Cara GCPE:EX
Subject: Communications Plan Preface

Hi Cara,

Here's my initial draft of the preface to the communications plan. Would you like me to flesh it out with specific upcoming housing/child care announcements?

Please let me know if I should include any other information.

Ruth

McGregor, Cara GCPE:EX

From: Mojeed, Ruth GCPE:EX
Sent: January 18, 2018 10:08 AM
To: McGregor, Cara GCPE:EX
Subject: RE: Community Scan Feedback

Thanks, Cara. The changes will reflect in future scans.

Ruth

From: McGregor, Cara GCPE:EX
Sent: Thursday, January 18, 2018 10:01 AM
To: Mojeed, Ruth GCPE:EX
Subject: Community Scan Feedback

Hi Ruth,

Here is my feedback on the Victoria community scan. You don't need to provide a revised version – take these comments as learning for future scans.

Cara McGregor

Executive Director | Cabinet Priorities | Government Communications and Public Engagement
Cara.McGregor@gov.bc.ca

McGregor, Cara GCPE:EX

From: Mojeed, Ruth GCPE:EX
Sent: February 14, 2018 4:50 PM
To: McGregor, Cara GCPE:EX
Subject: RE: Community Scans
Attachments: 20180214 BN Vancouver Community Scan.docx

Hi Cara,

Here's the scan for the Lunar New Year.

Ruth

From: McGregor, Cara GCPE:EX
Sent: Tuesday, February 13, 2018 4:42 PM
To: Mojeed, Ruth GCPE:EX
Subject: RE: Community Scans

Great. Thank you.

From: Mojeed, Ruth GCPE:EX
Sent: Tuesday, February 13, 2018 4:41 PM
To: McGregor, Cara GCPE:EX
Subject: Community Scans

Hi Cara,

The premier has three upcoming engagements for this week; Pattullo, Moosehide Campaign & Lunar New Year.

Here's the community scan for;
Patullo (Surrey & New Westminster)
Moose Hide campaign (Victoria)

For the two scans, I included a session on the "subject"- like the one for Minimum Wage. I'll also do one for the Lunar New Year (Vancouver & Richmond).

Please let me know if I should include anything else.

Ruth

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McGregor, Cara GCPE:EX

From: Stewart, Dawn M GCPE:EX
Sent: March 29, 2018 1:40 PM
To: McGregor, Cara GCPE:EX
Cc: Doidge, Tracey GCPE:EX
Subject: RE: New Contract requested
Attachments: New Contract requested

Importance: High

Hi Cara,

We are not going to be able to get this out until Tuesday or Wednesday. Tracey will cc you when she sends out and will adjust the start date accordingly.

May I ask that you expand on the services a bit more, and provide a rationale regarding why this is deemed confidential – cabinet documents?

Thanks
Dawn

From: McGregor, Cara GCPE:EX
Sent: Thursday, March 29, 2018 1:34 PM
To: Stewart, Dawn M GCPE:EX
Cc: Doidge, Tracey GCPE:EX
Subject: New Contract requested

Hi Dawn,

Please see attached a contract request form for a new contract for Michele Mackintosh.

I apologize for the timing of this request, as I know it's very busy at the end of fiscal.

Can you please advise of the ETA for this contract? I'd like to be able to use her services next week, if I can. However, I understand if that is not possible.

Thank you,
Cara

Cara McGregor
Executive Director | Cabinet Priorities | Government Communications and Public Engagement
Cara.McGregor@gov.bc.ca

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Withheld pursuant to/removed as

s.22

McGregor, Cara GCPE:EX

From: Blackstock, Alyson PSA:EX
Sent: April 18, 2018 5:58 PM
To: McGregor, Cara GCPE:EX
Cc: Witton, Lana PSA:EX
Subject: Re: Process question

Hi Cara.

That is mostly correct. You will still need to go to classification services to obtain the position numbers in order to post.

I have copied Lana Witton on this email so that she can assist you with this piece. Once you have the approved positions in place then you will be able to proceed.

I'm glad this worked out so easily. Please let me know if there are any other questions.

Alyson

Sent from my iPhone

On Apr 18, 2018, at 5:44 PM, McGregor, Cara GCPE:EX <Cara.McGregor@gov.bc.ca> wrote:

Hi Alyson,

Claudia shared your latest message with me. Very good news.

I wanted to confirm that your message means the positions are approved and we are clear to proceed with the hiring process from PSA's perspective.

Let me know when you can, thanks.

Cara

From: Claudia Wilimovsky [<mailto:s.22>]
Sent: Wednesday, April 18, 2018 12:29 PM
To: McGregor, Cara GCPE:EX
Subject: FW: GCPE new job descriptions

For your files.

From: Blackstock, Alyson PSA:EX <Alyson.Blackstock@gov.bc.ca>
Sent: Wednesday, April 18, 2018 11:54 AM
To: s.22
Subject: RE: GCPE new job descriptions

Hi Claudia,

I have now received the additional information from Cara McGregor and an updated org chart (see attached). With the clarification to the org chart and the job duties, I can confirm that we can support the classification levels as requested.

My only remaining question is, what more will you require for assistance?

Alyson Blackstock, Executive Director, Labour Relations & Total Compensation
Labour Relations Branch | Employee Relations & Workplace Health Division | BC Public Service Agency
First Floor, 810 Blanshard Street | Victoria, BC | V8W 2H3 | 778-698-7912 |
AskMyHR: www.gov.bc.ca/myhr/contact
Phone: 250.952.6000 | Toll Free 1.877.277.0772

McGregor, Cara GCPE:EX

From: Blackstock, Alyson PSA:EX
Sent: April 17, 2018 2:58 PM
To: McGregor, Cara GCPE:EX
Subject: RE: Your query: GCPE Job Profiles

Thanks Cara. Sorry I haven't been able to give you a call back. This information you provided me is exactly what I needed and should be sufficient for my work. Thanks.

Alyson Blackstock, Executive Director, Labour Relations & Total Compensation
Labour Relations Branch | Employee Relations & Workplace Health Division | BC Public Service Agency
First Floor, 810 Blanshard Street | Victoria, BC | V8W 2H3 | 778-698-7912 |
AskMyHR: www.gov.bc.ca/myhr/contact
Phone: 250.952.6000 | Toll Free 1.877.277.0772

From: McGregor, Cara GCPE:EX
Sent: Tuesday, April 17, 2018 9:59 AM
To: Blackstock, Alyson PSA:EX
Subject: Your query: GCPE Job Profiles

Hello Alyson,

I am sorry I have missed you. I understand from our contractor Claudia W. that you had some questions about the job profiles we submitted for classification purposes. I've done my best to answer your questions here.

Organizational Chart: I have attached a corrected organizational chart. This was an oversight on my part. The Manager of Writing and Content Strategy is responsible for supervising the writers, which is why the competency "developing others" was included in the job profile.

Manager vs. Director of Writing and Content Strategy: You inquired about the difference between the Manager and the Director of Writing and Content Strategy. Here's a bit more information that should give you sense of the overall differences:

The Director is the GCPE HQ messaging specialist. They oversee the writing and content strategy function, and provide high-level guidance on messaging for Cabinet Priorities projects. The Director works with the team at GCPE HQ (via myself and other EDs of Ministry support) to direct writing and messaging work completed by GCPE communications. Working with the EDs – Ministry Support, the Director sets policies and style requirements for GCPE communications in terms of form, language, style, and message.

The Manager is responsible for managing the function of the unit (enforcing style, setting benchmarks, tracking assignments, managing workflow, etc.). The Manager supervises two writers and is responsible for the performance management and development of these team members. In addition, the Manager has a specialist role on the team as content strategist – writing and publishing content to government web assets that reflects government's major priorities. The Manager works independently to get the content/web work done in partnership with other teams who share responsibility for this aspect of government's activities (including but not limited to Communications Operations, Digital Services, Government Digital Experience).

Directors of Cabinet Priorities: I understand you had a question about why three directors are necessary. A few short notes on this point:

- The directors manage a large portfolio of files at any given time – either by ministry, issue (housing/childcare/climate), or priority (affordability, services). They strategically manage complex projects that have wide-reaching implications for government.
- Directors work independently – while they don't have any direct reports, they essentially direct work of GCPE staff either directly or through EDs of Ministry Support (communications operations).
- There are a sufficient number of projects on the go that three Directors are needed to manage the volume of work (under our current structure we have two people fulfilling similar duties and are currently overloaded)
- This three-person structure matches the structure of other work units we have close working relationships with, including:
 - Three Executive Directors – Ministry Support, Communications Operations, GCPE
 - Three Directors, Priority and Accountability, Office of the Premier

I hope this is helpful. Please get in touch if you have any follow-up questions.

Cara McGregor

Executive Director | Cabinet Priorities | Strategic Communications

Government Communications and Public Engagement

Cara.McGregor@gov.bc.ca

Page 82 to/à Page 83

Withheld pursuant to/removed as

s.22

McGregor, Cara GCPE:EX

From: Thind, Herman GCPE:EX
Sent: January 10, 2018 1:21 PM
To: Mojeed, Ruth GCPE:EX; Smith, Mat GCPE:EX; McGregor, Cara GCPE:EX
Subject: Re: Special Dates in January

Hey all,

I think I'd suggest we go through all the 'potential' greetings, using our calendars (through to the end of the year), confirm whether or not the Prime Minister and/or Previous Premier did them, and go from there. We can limit it to those. That would ensure we're not upsetting any group that did receive greetings in the past (don't want anyone to feel they're being singled out for exclusion).

The multi-faith calendar I've been using was helpful (it includes non-faith groups as well), and we can combine any other dates we know.

The PMO/Past Govt model is what I've been using, while I still want to note the dates somehow (perhaps a shared calendar for our teams), so that we are aware of them – in case the Premier or a Minister is attending a function/event with the community hosting it.

Thoughts?

Herman S. Thind

Digital Communications Officer
Strategic Communications Division
Government Communications and Public Engagement
Province of British Columbia
1 (250) 380-8718

Did you know the humble Apple iPhone can shoot professional quality video? Here's how:

- Find a bright outside window (natural light is great, especially on a cloudy day)
- Face the window
- Hold up your iPhone (if shooting a selfie) while you are facing the window. If a friend is helping you, have them hold the camera very steady with their back to the window, careful not to block the light. iPhone 7, 8, and 'X' work best, but the 6 can also create fantastic video
- Shoot your iPhone video clip
- Review and share (on Facebook, Twitter, Instagram, etc.)

From: "Mojeed, Ruth GCPE:EX" <Ruth.Mojeed@gov.bc.ca>

Date: Wednesday, January 10, 2018 at 9:52 AM

To: "Smith, Mat GCPE:EX" <Mat.Smith@gov.bc.ca>, Cara McGregor <Cara.McGregor@gov.bc.ca>, "Thind, Herman GCPE:EX" <Herman.Thind@gov.bc.ca>

Subject: RE: Special Dates in January

I agree with Mat about meeting to decide what where to draw the line on greetings. Possibly during the next CP-Digital meeting?

Ruth

From: Smith, Mat GCPE:EX
Sent: Wednesday, January 10, 2018 9:39 AM
To: McGregor, Cara GCPE:EX; Mojeed, Ruth GCPE:EX; Thind, Herman GCPE:EX
Subject: RE: Special Dates in January

I think we should skip this one since the Premier won't be at any community events.

I think we need to have a conversation as group about where we draw the line on greetings. I'm a big advocate for posting more south-Asian and diverse cultural greetings, but the more and more we do, the less genuine they seem.

Also, we can target based on language on Facebook, but not on Twitter – so these greetings would go to the masses.

Mat Smith

Digital Communications Officer | Digital Communications
Government Communications and Public Engagement
Province of British Columbia
250-896-9705

From: McGregor, Cara GCPE:EX
Sent: Wednesday, January 10, 2018 9:26 AM
To: Mojeed, Ruth GCPE:EX <Ruth.Mojeed@gov.bc.ca>; Thind, Herman GCPE:EX <Herman.Thind@gov.bc.ca>; Smith, Mat GCPE:EX <Mat.Smith@gov.bc.ca>
Subject: RE: Special Dates in January

Hi – any additional thoughts about whether we should recognize the 14th? Premier won't be at any events that day.

From: Mojeed, Ruth GCPE:EX
Sent: Thursday, January 4, 2018 1:16 PM
To: Thind, Herman GCPE:EX; Smith, Mat GCPE:EX
Cc: McGregor, Cara GCPE:EX
Subject: RE: Special Dates in January

I'll note the 14th as you suggest.

We do not have standby statements yet, but I could check with Cara and do some research on past statements so we can have something on standby in case we get a go-ahead from PO.

Thanks

From: Thind, Herman GCPE:EX
Sent: Thursday, January 4, 2018 1:12 PM
To: Mojeed, Ruth GCPE:EX
Cc: Smith, Mat GCPE:EX
Subject: Re: Special Dates in January

Hi Ruth,

7th, 18th, and 27th for sure. I'm still looking into the 14th one. The PMO and past government didn't issue anything on that date, as far as I can tell, so initial thought is to simply make a note that the day is happening, and perhaps have something ready in case PJH is at an event with that community?

Do you guys typically have 'standby statements' ready, in the event the Premier is called to a community event? I'm not even sure...

Thanks!

Herman S. Thind

Digital Communications Officer
Strategic Communications Division
Government Communications and Public Engagement
Province of British Columbia
1 (250) 380-8718

Did you know the humble Apple iPhone can shoot professional quality video? Here's how:

- Find a bright outside window (natural light is great, especially on a cloudy day)
- Face the window
- Hold up your iPhone (if shooting a selfie) while you are facing the window. If a friend is helping you, have them hold the camera very steady with their back to the window, careful not to block the light. iPhone 7, 8, and 'X' work best, but the 6 can also create fantastic video
- Shoot your iPhone video clip
- Review and share (on Facebook, Twitter, Instagram, etc.)

From: "Mojeed, Ruth GCPE:EX" <Ruth.Mojeed@gov.bc.ca>

Date: Thursday, January 4, 2018 at 1:02 PM

To: "Thind, Herman GCPE:EX" <Herman.Thind@gov.bc.ca>

Cc: "Smith, Mat GCPE:EX" <Mat.Smith@gov.bc.ca>

Subject: Special Dates in January

Hi Herman,

I was wondering if there upcoming dates in January for tentative Premier statements. Here are the ones I have so far;

Jan 7th - Orthodox Christmas

Jan 14th – Makar Sankranti (Hindu)

Jan 18th - Anniversary of baby Mac's death

Jan 27th - Holocaust memorial

Happy new year!

Ruth

McGregor, Cara GCPE:EX

From: Mojeed, Ruth GCPE:EX
Sent: January 9, 2018 1:52 PM
To: McGregor, Cara GCPE:EX
Subject: RE: Statement edits
Attachments: 20180127_Holocaust Remembrance draft_RM.docx

Hi Cara,

Thank you for the feedback. Here's the edited version.

Ruth

From: McGregor, Cara GCPE:EX
Sent: Monday, January 8, 2018 3:42 PM
To: Mojeed, Ruth GCPE:EX
Subject: Statement edits

Hi – here are my edits ...

Cara McGregor

Executive Director | Cabinet Priorities | Government Communications and Public Engagement
Cara.McGregor@gov.bc.ca

McGregor, Cara GCPE:EX

From: Wormald, Carla GCPE:EX
Sent: March 13, 2018 9:00 AM
To: McGregor, Cara GCPE:EX
Subject: RE: The art of speech writing

Morning Cara,

Thanks for the touch base. We would love to have you whenever you are available. Appreciate you have multiple pressing deadlines and a few higher profile items than the speaking notes discussion :)

We are wrapping up our lunch and learn series on speaking notes, but would greatly appreciate your time whenever you have a free Friday lunch hour. s.22 Let us know what Friday 12-1 works best for you. It will really just be you sharing your speech writing process, how you change the voice so quickly working with multiple writers (sometimes when you have never met them before), and any other Cara tips and tricks that could help inform staff, especially staff new to government.

Thanks again for your support with this s.22

Carla

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

From: McGregor, Cara GCPE:EX
Sent: Friday, March 9, 2018 8:44 PM
To: Wormald, Carla GCPE:EX
Subject: RE: The art of speech writing

Hi Carla,

Things are a little bit intense for us at HQ -- we're preparing for a busy time during the three-week break from session. I'm wondering if April might be a better time...or maybe that's too late?

Sorry about this!

Cara

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

From: Wormald, Carla GCPE:EX
Sent: Tuesday, February 20, 2018 12:18 PM
To: McGregor, Cara GCPE:EX
Subject: RE: The art of speech writing

Hi Cara,

I spoke to Maryann and all we are really looking for is your personal experience in speech writing and how you go about preparing, planning and writing a speech. So not sure if there's a need to us all to meet in advance, rather you and I can review what else we are covering, but it would be great for Marg to attend the actual session. We are trying to do some more instructional sessions first with the team. We are hosting lunch and learns every Friday, but would be great if you would be available mid-March on a Friday at lunch. March 9 or 16 s.22

Let me know if this works for you.
Carla

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

From: McGregor, Cara GCPE:EX
Sent: Tuesday, February 20, 2018 10:52 AM
To: Wormald, Carla GCPE:EX
Subject: RE: The art of speech writing

What time does that meeting wrap? I have a few things on the go that day.

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

From: Wormald, Carla GCPE:EX
Sent: Tuesday, February 20, 2018 10:50 AM
To: McGregor, Cara GCPE:EX
Subject: RE: The art of speech writing

s.22

I would love to meet and discuss further, and yes I agree Marg should join us and Maryann too. Why don't I set up some time for all of us to discuss. Perhaps Thursday after CD's meeting.

Thanks again and be sure to take some time today to celebrate your success of throne speech and budget 2018!!

Carla

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

From: McGregor, Cara GCPE:EX
Sent: Tuesday, February 20, 2018 10:34 AM
To: Wormald, Carla GCPE:EX
Subject: RE: The art of speech writing

Hi Carla,

Following up now that Budget and Throne are behind us. Do you still want to meet and talk speeches?

Let me know if there are specific questions or topics you want to discuss, in case I can prepare specific responses that could be helpful.

As discussed I think it would be helpful if Marg was there, too.

Cara

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

From: Wormald, Carla GCPE:EX
Sent: Tuesday, January 30, 2018 12:49 PM
To: McGregor, Cara GCPE:EX
Subject: RE: The art of speech writing

Amazing that sounds great. Admittedly the 28 speeches does include 20 community meetings, so we do have many efficiencies with upcycling much of the material.

We would love your experience to share about speech writing in government in particular s.22

Totally open to your schedule, let us know once we survive budget and your schedule permits.

Thanks again!!

Carla

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

From: McGregor, Cara GCPE:EX
Sent: Monday, January 29, 2018 12:35 PM
To: Wormald, Carla GCPE:EX
Subject: RE: The art of speech writing

Hi Carla,

Happy to come over and chat with your team. I'd like for Marg to be there too - she may have some suggestions for how to help ease the burden of 28 (!) speeches.

The earliest I would be able to do this would be post-Throne speech. Let me know your thoughts on that timing.

Cara

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

From: Wormald, Carla GCPE:EX
Sent: Thursday, January 25, 2018 8:43 PM
To: McGregor, Cara GCPE:EX
Subject: The art of speech writing

Hi Cara,

s.22

We also talked about our discourse around speech writing. I know Headquarters has talked about putting on a speech writing course, but in the absence of anything now and 28 speeches on the register over the next 2 months, I am hoping to see if there is anyway you could come and speak to the SDPR(team of 5) comms shop about the essence of speech writing and your experience writing for our leaders. Nothing formal just tips and tricks that work for you, any good reference materials and any exercises that may be helpful.

s.22

Thanks for your consideration.

Carla

Sent from my iPhone

McGregor, Cara GCPE:EX

From: McAndrews, Caroline GCPE:EX
Sent: March 12, 2018 2:55 PM
To: McGregor, Cara GCPE:EX
Subject: RE: time for a quick call?

356-1196

From: McGregor, Cara GCPE:EX
Sent: Monday, March 12, 2018 2:55 PM
To: McAndrews, Caroline GCPE:EX
Subject: RE: time for a quick call?

Great. Let me know the best number to reach you then.

From: McAndrews, Caroline GCPE:EX
Sent: Monday, March 12, 2018 2:54 PM
To: McGregor, Cara GCPE:EX
Subject: RE: time for a quick call?

Sure, sounds good

From: McGregor, Cara GCPE:EX
Sent: Monday, March 12, 2018 2:54 PM
To: McAndrews, Caroline GCPE:EX
Subject: RE: time for a quick call?

How about 3pm?
I can call you.

From: McAndrews, Caroline GCPE:EX
Sent: Monday, March 12, 2018 2:44 PM
To: McGregor, Cara GCPE:EX
Subject: time for a quick call?

Caroline McAndrews
Communications Director
Ministry of Public Safety and Solicitor General
T: 250 356-1196 | C: 250 208-3254
Caroline.McAndrews@gov.bc.ca

McGregor, Cara GCPE:EX

From: CMCGrego <Cara.McGregor@gov.bc.ca>
Sent: March 22, 2018 10:50 AM
To: McGregor, Cara GCPE:EX
Subject: Scan From <Device Name>
Attachments: Scan_20180322.pdf

McGregor, Cara GCPE:EX

From: CMCGrego <Cara.McGregor@gov.bc.ca>
Sent: January 22, 2018 3:00 PM
To: McGregor, Cara GCPE:EX
Subject: Scan From <Device Name>
Attachments: Scan_20180122.pdf

McGregor, Cara GCPE:EX

From: McGregor, Cara GCPE:EX
Sent: March 15, 2018 4:11 PM
To: Gibbs, Robb GCPE:EX
Cc: Dale, Raman GCPE:EX
Subject: SPP: Manager, Corporate Calendar
Attachments: 20180315 SPP_Manager-Corporate-Calendar.pdf

Hi Robb,

Attached is the final copy of the SPP for the Manager, Corporate Calendar position.

The draft plan was reviewed by the PSA and I have applied some edits based on their feedback.

I will provide a copy for your signature.

Cara McGregor

Executive Director | Cabinet Priorities | Government Communications and Public Engagement

Cara.McGregor@gov.bc.ca

McGregor, Cara GCPE:EX

From: McGregor, Cara GCPE:EX
Sent: January 31, 2018 7:52 AM
To: Mojeed, Ruth GCPE:EX
Subject: RE: Communications Plan Preface
Attachments: 20180130 CP Comms Plan Preface_CM.docx

As discussed, a few edits.

From: Mojeed, Ruth GCPE:EX
Sent: Tuesday, January 30, 2018 3:04 PM
To: McGregor, Cara GCPE:EX
Subject: Communications Plan Preface

Hi Cara,

Here's my initial draft of the preface to the communications plan. Would you like me to flesh it out with specific upcoming housing/child care announcements?

Please let me know if I should include any other information.

Ruth

McGregor, Cara GCPE:EX

From: CMCGrego <Cara.McGregor@gov.bc.ca>
Sent: March 22, 2018 10:50 AM
To: McGregor, Cara GCPE:EX
Subject: Scan From <Device Name>
Attachments: Scan_20180322.pdf