

From: Marie Della Mattia mariedellamattia@gmail.com
Subject: Re: Changing date of meeting with Agriculture Comms Shop on Tuesday, June 12
Date: July 23, 2018 at 7:53 AM
To: Meghan GCPE:EX McRae Meghan.McRae@gov.bc.ca



Hi Meghan,
s.22
I apologize it's going to require cancelling our session tomorrow.
Rather than reschedule now, can I get back in touch s.22
Thank you so much,
Marie

On Jun 5, 2018, at 10:10 AM, McRae, Meghan GCPE:EX <Meghan.McRae@gov.bc.ca> wrote:

Hi Marie,

I'm reaching out to see if we can change the date of our comms shop's meeting with you on June 12. When we booked in earlier in the spring, I had failed to remember that s
s.22

Is there another series of dates this summer that work for you that we can match up with?

Thanks,
Meghan

Meghan McRae
Communications Director,
Ministry of Agriculture
Government Communications and Public Engagement
P:[250-952-0622](tel:250-952-0622)

Marie Della Mattia
[604-839-1774](tel:604-839-1774)

From: Marie Della Mattia mariedellamattia@gmail.com
Subject: Re: check in before session
Date: July 6, 2018 at 4:00 PM
To: Harbord, Chris GCPE:EX Chris.Harbord@gov.bc.ca



Hi Chris
I can do 1 -3 PM July 11

Or I can do 10-noon on July 25.

I'll hold those times until I hear from you.

Thanks
Marie

Marie Della Mattia
[694-839-1774](tel:694-839-1774)

Please forgive typos and autocorrect errors

On Jul 6, 2018, at 1:00 PM, Harbord, Chris GCPE:EX <Chris.Harbord@gov.bc.ca> wrote:

Excellent- thanks for your flexibility.

From: Marie Della Mattia [<mailto:mariedellamattia@gmail.com>]
Sent: Friday, July 6, 2018 1:00 PM
To: Harbord, Chris GCPE:EX
Subject: Re: check in before session

I'll review. s.22
out something.

. Will reply when I can. Should be able to figure

Marie Della Mattia
[694-839-1774](tel:694-839-1774)

Please forgive typos and autocorrect errors

On Jul 6, 2018, at 12:45 PM, Harbord, Chris GCPE:EX <Chris.Harbord@gov.bc.ca> wrote:

No – s.22 Does mid day on July 11 or 12 or July 25, 26
or 27th work for you? All the remaining summer weeks have at least one person off.
Cheers, Chris

From: Marie Della Mattia [<mailto:mariedellamattia@gmail.com>]
Sent: Friday, July 6, 2018 12:09 PM
To: Harbord, Chris GCPE:EX
Subject: Re: check in before session

No worries Chris! Does the following week at the same time work for your team?

Please forgive typos and autocorrect errors

On Jul 6, 2018, at 11:16 AM, Harbord, Chris GCPE:EX
<Chris.Harbord@gov.bc.ca> wrote:

Hi Marie – it turns out that we have a report by the auditor general going out the same time that our session is scheduled for on July 10. We only were able to confirm the time of day yesterday unfortunately. We will likely be busy coordinating media at that time so I think it would be best if we rescheduled our session so we are all able to focus without any interruptions. I'm sorry for the late notice. Cheers, Chris

From: Marie Della Mattia [<mailto:mariedellamattia@gmail.com>]

Sent: Thursday, July 5, 2018 11:15 AM

To: Harbord, Chris GCPE:EX

Subject: Re: check in before session

Hey Chris,

Did you still want to talk today?

Attached is a draft outline for the sessions that I revised after some discussions with Sarah and Katie Robb at Transportation.

To get the ball rolling.

From: Marie Della Mattia mariedellamattia@gmail.com
Subject: Re: check in before session
Date: July 4, 2018 at 11:09 AM
To: Harbord, Chris GCPE:EX Chris.Harbord@gov.bc.ca



Hey Chris,

And you can reach me at [604-839-1774](tel:604-839-1774) to discuss agenda.

I've got time this afternoon or tomorrow morning if you want to set a specific time.

Thanks!
Marie

On Jul 4, 2018, at 10:06 AM, Harbord, Chris GCPE:EX <Chris.Harbord@gov.bc.ca> wrote:

Hi there – thanks for reaching out. It would be great to speak with you before the session. The date I have is Tuesday, July 10. Just want to confirm you don't mean Wednesday, July 11?

We also have a small boardroom at our office at 506 Government that we can use for the session and you can access prior to as well. Does HQ have the flip chart, stand and markers that we can borrow?

I'd be happy to have our Sr. MA join the session. Did you want me to send an invite to her?

Cheers, Chris

From: Marie Della Mattia [<mailto:mariedellamattia@gmail.com>]
Sent: Wednesday, July 4, 2018 9:49 AM
To: Harbord, Chris GCPE:EX
Cc: Zaharia, Sarah GCPE:EX
Subject: check in before session

Hi Chris,

How are you?

I have on my schedule a session with your communications department for Tuesday, July 11 at 9 - 11 AM.

I wanted to reach out to give you the option of a phone call with me ahead of time to discuss next week's session.

Some of the other CDs have chatted with me a bit about what would be most helpful for their teams specifically, and we've revised the agenda accordingly.

Is that something you'd like to do before next week's session?

Can you please also let me know what location works best for your team? I like to be able to get into the room about a half hour or 45 minutes ahead of time.

And we'll need a flip chart stand, flip chart paper and markers for the session, if that can be arranged at your site.

If you prefer, we can arrange to have the session at GCPE HQ. Please let us know your team's preference.

I noticed you have a fairly small team so we won't need a big room. I also wanted to give you the option of including in the session your issues manager and/or your MA team. Both are welcome but you can also choose to leave them out, if you prefer.

Thanks very much, and I'm looking forward to our session together.

Marie

Marie Della Mattia
604-839-1774

Marie Della Mattia
604-839-1774

From: Marie Della Mattia mariedellamattia@gmail.com 

Subject: does this meet your expectations?

Date: July 5, 2018 at 7:56 AM

To: Katie GCPE:EX Robb Katie.Robb@gov.bc.ca, Sarah Zaharia Sarah.Zaharia@gov.bc.ca



Hey Katie and Sarah,

Thanks for the chat the other day! It was great to hear about all the things you're already doing and how we can fit this project into that progression.

I've revised the outline. I'd still like to do the audience immersion exercise. I just believe so strongly in its importance and impact on perspective. It's like having a real person in the room you can point to and say 'what would she think of this idea?'

That still leaves us lots of time for some solid creative thinking about the other aspects / challenges you raised. Please let me know if this works for you.

Happy to revise further!

Thanks!
marie

s.13

Marie Della Mattia
604-839-1774

Marie Della Mattia
604-839-1774

From: Marie Della Mattia mariedellamattia@gmail.com
Subject: Re: Media Training
Date: July 23, 2018 at 8:12 AM
To: Sarah Zaharia Sarah.Zaharia@gov.bc.ca
Cc: Trish GCPE:EX Rorison Trish.Rorison@gov.bc.ca



Hi Sara,

s.22

Would you like some recommendations for others to help with this project?

Would this be in Vancouver or Victoria?

This sounds like something Kathleen Monk would be particularly good at.

Thanks!

Marie

On Jul 20, 2018, at 2:09 PM, Zaharia, Sarah GCPE:EX <Sarah.Zaharia@gov.bc.ca> wrote:

Hey Marie,

I hope all is well with you. I was hoping Trish and I could get on a call with you to discuss helping Minister Bear in early September. We have September 5th and September 15th for 2 hours each and are looking to do some filming and bear pitting with her.

Let us know if you are available.

-Sarah

Marie Della Mattia
604-839-1774

From: Marie Della Mattia mariedellamattia@gmail.com 
Subject: Re: NEW FOI Request: GCP-2018-84693 (Marie Della Mattia - February) **Response due July 25
Date: July 25, 2018 at 6:46 PM
To: GCPE FOI Coordinator GCPE:EX GCPEFOICoordinator@gov.bc.ca



Hi Krista,
Sorry for the delay. Here are all my emails - annotated with harms.
As I re-read the request, I see that there's a need for an unannotated copy.
I can get you that soonest. I missed that request on my first pass.

s.13

Thanks!
Marie



Gov emails
Marie...ms.pdf

On Jul 24, 2018, at 3:48 PM, GCPE FOI Coordinator GCPE:EX <GCPEFOICoordinator@gov.bc.ca> wrote:

Hi Marie,

I just received notice that this request **excludes attachments**. Please only forward on the emails.

Thank you.
Krista

From: GCPE FOI Coordinator GCPE:EX
Sent: Monday, July 23, 2018 9:29 AM
To: 'Marie Della Mattia'
Cc: GCPE FOI Coordinator GCPE:EX
Subject: RE: NEW FOI Request: GCP-2018-84693 (Marie Della Mattia - February) **Response due July 25

Hi Marie,

Wednesday is great, thank you.

I have attached the documents with instructions how to combine records into 1 PDF and harms reference material. Please don't hesitate to connect with me with any further questions or concerns. I am happy to help.

This request for records was only sent to you. ☺ Also note, this request is for **all emails**, not just emails sent by you.

Have a good day,
Krista

From: Marie Della Mattia [<mailto:mariedellamattia@gmail.com>]
Sent: Sunday, July 22, 2018 10:08 AM
To: GCPE FOI Coordinator GCPE:EX

TO: GCPE FOI Coordinator GCPE:EX

Subject: Re: NEW FOI Request: GCP-2018-84693 (Marie Della Mattia - February) **Response due July 25

Hello Krista,

I'm working on meeting this request and I'll have the materials for you by Wednesday. I don't have an estimate of how many hours it will cost yet. But I'll let you know when the task is completed.

As an independent contractor, I do not have access to the GCPE government server so can't connect to the links in your email.

Could you please send me the 'Instructions' for creating the PDF you require, as well as the 'guide to harms' information so I can meet the requests?

I'm also curious: since this request is every email sent by me, is there a reason why people other than me would get this request?

Isn't it more efficient for me to simply share all my sent emails?

Rather than have many people across the department spending time searching their emails and making PDF and noting harms?

Perhaps I have this wrong, but this sounds like this went out to everyone in GCPE!

Thanks

Marie

On Jul 18, 2018, at 1:21 PM, GCPE FOI Coordinator GCPE:EX
<GCPEFOICoordinator@gov.bc.ca> wrote:

Hello

GCPE has received a request for information under the *Freedom of Information and Protection of Privacy Act* (FOIPPA).

Scope: *Records of any and all emails, text messages, BBMs, slack messages, and WhatsApp messages sent from Marie Della Mattia (Date Range for Record Search: From 02/01/2018 To 02/28/2018)*

Instructions and Due Dates:

Due Date: Wednesday, July 25, 2018

- All records should be provided in one combined PDF (Instructions)
- Submit one clean copy and one marked copy indicating specific harms recommendations (guide to harms)
- Records should be inclusive of everyone in your department
- Need to indicate that the Director of your department/shop agrees with the harms recommendations
- Whether or not you have records please complete the following:

The following areas were searched: (indicate Yes/No for each line below)

1. Emails:

2. Texts:

2. LAN:
 3. Workstation for hardcopies:
 4. Issues Prep (Yes or N/A):
-

Should you have any questions, concerns or anticipate any delay in processing this request please contact the FOI Coordinator at your earliest convenience.

Thank you,

Krista D'Argis

FOI Lead

Government Communications and Public Engagement

<image001.jpg>

Marie Della Mattia

604-839-1774

<Combine docs into 1 PDF.docx><Exceptions to Disclosure.pdf>

Marie Della Mattia

604-839-1774

From: Marie Della Mattia mariedellamattia@gmail.com
Subject: Re: next week's session - location and agenda
Date: July 6, 2018 at 4:46 PM
To: Currie, David GCPE:EX David.Currie@gov.bc.ca
Cc: Zaharia, Sarah GCPE:EX Sarah.Zaharia@gov.bc.ca



Hi David

s.22

Sorry I missed you.

I could do Tuesday right at noon - 2 pm.

Wednesday I have a hold for CiTZ that had to reschedule as well. Just waiting to hear back from Chris.

Thursday I'm tied up all day.

s.22 and available if you want to call me.

s.22

Marie Della Mattia
[694-839-1774](tel:694-839-1774)

Please forgive typos and autocorrect errors

On Jul 6, 2018, at 1:23 PM, Currie, David GCPE:EX <David.Currie@gov.bc.ca> wrote:

Hi Marie,

I left you a VM to chat about our agenda and possibly move our time.

Is it possible to hold our session Tuesday afternoon, Wednesday morning or any time on Thursday?

Thanks,
David

----- Original message -----

From: Marie Della Mattia <mariedellamattia@gmail.com>
Date: 2018-07-04 11:06 AM (GMT-08:00)
To: "Currie, David GCPE:EX" <David.Currie@gov.bc.ca>
Cc: "Zaharia, Sarah GCPE:EX" <Sarah.Zaharia@gov.bc.ca>
Subject: Re: next week's session - location and agenda

Thanks David, sounds like plan.
You can reach me at
[604-839-1774](tel:604-839-1774)

On Jul 4, 2018, at 10:29 AM, Currie, David GCPE:EX <David.Currie@gov.bc.ca<<mailto:David.Currie@gov.bc.ca>>>>
wrote:

Hi Marie,

Thanks for the note.

We are based at 617 Government, so ideally we could use a room on the 4th floor of GCPE HQ. I will look into booking that.

I am going to canvass my team first on what they'd like to hear and then I'll add my thoughts.

Is there a number I can reach you at?

Thanks,
David

From: Marie Della Mattia [<mailto:mariedellamattia@gmail.com>]

----- Original message -----

Sent: Wednesday, July 4, 2018 9:35 AM

To: Currie, David GCPE:EX <David.Currie@gov.bc.ca<<mailto:David.Currie@gov.bc.ca>>>

Cc: Zaharia, Sarah GCPE:EX <Sarah.Zaharia@gov.bc.ca<<mailto:Sarah.Zaharia@gov.bc.ca>>>

Subject: next week's session - location and agenda

Hi David,

How are you? Wanted to reach out to ask if you'd like to arrange a phone call to discuss next week's session briefly.

Some of the other CDs have chatted with me a bit about what would be most helpful for their teams at this time and we've revised the agenda accordingly.

Is that something you'd like to do before next week?

Can you please also let me know what location works best for your team?

I like to be able to get into the room about a half hour or 45 minutes ahead of time.

And we'll need a flip chart stand, flip chart paper and markers for the session, if that can be arranged at your site.

If you prefer, we can arrange to have the session at GCPE HQ. Please let us know your team's preference.

Thanks!

Marie

On Jun 12, 2018, at 12:25 PM, Currie, David GCPE:EX <David.Currie@gov.bc.ca<<mailto:David.Currie@gov.bc.ca>>>

Same time slot - 10 to 12 -would work for us Marie.

----- Original message -----

From: Marie Della Mattia <mariedellamattia@gmail.com<<mailto:mariedellamattia@gmail.com>>>

Date: 2018-06-12 11:49 AM (GMT-08:00)

To: "Currie, David GCPE:EX" <David.Currie@gov.bc.ca<<mailto:David.Currie@gov.bc.ca>>>, "Leslie, Lisa GCPE:EX" <Lisa.Leslie@gov.bc.ca<<mailto:Lisa.Leslie@gov.bc.ca>>>

Cc: "McRae, Meghan GCPE:EX" <Meghan.McRae@gov.bc.ca<<mailto:Meghan.McRae@gov.bc.ca>>>, "Rorison, Trish GCPE:EX" <Trish.Rorison@gov.bc.ca<<mailto:Trish.Rorison@gov.bc.ca>>>, "Zaharia, Sarah GCPE:EX" <Sarah.Zaharia@gov.bc.ca<<mailto:Sarah.Zaharia@gov.bc.ca>>>

Subject: Re: rescheduling this week's sessions

Copy!

I've reserved July 11 for MAH and July 18 for FIN. Just let me know what time of day and location works for your teams.

Thanks!

Marie

On Jun 12, 2018, at 10:51 AM, Currie, David GCPE:EX <David.Currie@gov.bc.ca<<mailto:David.Currie@gov.bc.ca>>>

That's too bad Marie, we were looking forward to it this week. But, things happen so if you're rescheduling already, my shop will take the July 18th spot. Tks, David.

From: Marie Della Mattia [<mailto:mariedellamattia@gmail.com>]

Sent: Tuesday, June 12, 2018 6:36 AM

To: McRae, Meghan GCPE:EX <Meghan.McRae@gov.bc.ca<<mailto:Meghan.McRae@gov.bc.ca>>>; Rorison, Trish GCPE:EX <Trish.Rorison@gov.bc.ca<<mailto:Trish.Rorison@gov.bc.ca>>>

<<mailto:Trish.Rorison@gov.bc.ca>>>; Currie, David GCPE:EX <David.Currie@gov.bc.ca<<mailto:David.Currie@gov.bc.ca>>>

Cc: Zaharia, Sarah GCPE:EX <Sarah.Zaharia@gov.bc.ca<<mailto:Sarah.Zaharia@gov.bc.ca>>>

<<mailto:Sarah.Zaharia@gov.bc.ca>>>; Leslie, Lisa GCPE:EX <Lisa.Leslie@gov.bc.ca<<mailto:Lisa.Leslie@gov.bc.ca>>>

<<mailto:Lisa.Leslie@gov.bc.ca>>>

Subject: rescheduling this week's sessions

Hi there folks,

My apologies to everyone, but due to some unforeseen circumstances, I need to reschedule this week's styleguide sessions with your teams.

I have time available later in the summer. Dates below. Let reply with a date you'd like to hold. I'm flexible about times.

I know it gets more challenging as more people are on vacation. If it's better for your teams to wait until September, please let me know and I can propose some dates then. There may also be updated styleguide materials at some point.

July 11

July 12

July 16

July 17

July 18

July 23 - 27

Thanks for your understanding and again, sorry for the inconvenience.

Marie Della Mattia

604-839-1774

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604-839-1774

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604-839-1774

Marie Della Mattia

604-839-1774

From: Marie Della Mattia mariedellamattia@gmail.com
Subject: Re: rescheduling this week's sessions - location question
Date: July 4, 2018 at 9:31 AM
To: Meghan GCPE:EX McRae Meghan.McRae@gov.bc.ca
Cc: Sarah Zaharia Sarah.Zaharia@gov.bc.ca



Hi Meghan,

Can you please also let me know what location works best for your team?

I like to be able to get into the room about a half hour or 45 minutes ahead of time.

And we'll need a flip chart stand, flip chart paper and markers for the session, if that can be arranged at the site.

If you prefer, we can have the session at GCPE HQ. Let me know your team's preference.

Thanks!
Marie

On Jul 4, 2018, at 8:40 AM, Marie Della Mattia <mariedellamattia@gmail.com> wrote:

Hi Meghan,
Apologies for the delay!
How about we say 10 - noon on July 24?
Does that work for you team?
Thanks!
Marie

On Jun 28, 2018, at 2:05 PM, McRae, Meghan GCPE:EX <Meghan.McRae@gov.bc.ca> wrote:

July 24 or 25 works for AGRICULTURE comms shop, anytime.
Thanks!
Meghan

From: Marie Della Mattia [<mailto:mariedellamattia@gmail.com>]
Sent: Tuesday, June 12, 2018 11:49 AM
To: Currie, David GCPE:EX; Leslie, Lisa GCPE:EX
Cc: McRae, Meghan GCPE:EX; Rorison, Trish GCPE:EX; Zaharia, Sarah GCPE:EX
Subject: Re: rescheduling this week's sessions

Copy!
I've reserved July 11 for MAH and July 18 for FIN. Just let me know what time of day and location works for your teams.

Thanks!
Marie

On Jun 12, 2018, at 10:51 AM, Currie, David GCPE:EX <David.Currie@gov.bc.ca> wrote:

That's too bad Marie, we were looking forward to it this week. But, things happen so if you're rescheduling already, my shop will take the July 18th spot. Tks, David.

From: Marie Della Mattia [<mailto:mariedellamattia@gmail.com>]
Sent: Tuesday, June 12, 2018 6:36 AM
To: McRae, Meghan GCPE:EX <Meghan.McRae@gov.bc.ca>; Rorison, Trish GCPE:EX <Trish.Rorison@gov.bc.ca>; Currie, David GCPE:EX <David.Currie@gov.bc.ca>
Cc: Zaharia, Sarah GCPE:EX <Sarah.Zaharia@gov.bc.ca>; Leslie, Lisa GCPE:EX <Lisa.Leslie@gov.bc.ca>
Subject: rescheduling this week's sessions

Hi there folks,

My apologies to everyone, but due to some unforeseen circumstances, I need to reschedule this week's styleguide sessions with your teams.

I have time available later in the summer. Dates below. Let reply with a date you'd like to hold. I'm flexible about times.

I know it gets more challenging as more people are on vacation. If it's better for your teams to wait until September, please let me know and I can propose some dates then. There may also be updated styleguide materials at some point.

July 11
July 12
July 16
July 17
July 18
July 23 - 27

Thanks for your understanding and again, sorry for the inconvenience.

Marie Della Mattia
[604-839-1774](tel:604-839-1774)

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[604-839-1774](tel:604-839-1774)

Marie Della Mattia
[604-839-1774](tel:604-839-1774)

From: Marie Della Mattia mariedellamattia@gmail.com
Subject: Re: rescheduling style guide sessions week's sessions
Date: July 4, 2018 at 9:28 AM
To: Lisa GCPE:EX Leslie Lisa.Leslie@gov.bc.ca
Cc: Mukasa, Kate GCPE:EX Kate.Mukasa@gov.bc.ca, Sarah Zaharia Sarah.Zaharia@gov.bc.ca



Super! thanks!

Oh and Lisa, if you'd like to schedule some time with me in advance about how this session can be most helpful for your team, I'd be happy to book that as well.

I just finished a session with Katie Robb at Transportation discussion some revisions to the agenda for her team.

Thanks!
Marie

On Jul 4, 2018, at 9:25 AM, Leslie, Lisa GCPE:EX <Lisa.Leslie@gov.bc.ca> wrote:

Hi Maria,
I'll try for something at HQ and circle back.
Thank you

From: Marie Della Mattia [<mailto:mariedellamattia@gmail.com>]
Sent: Wednesday, July 4, 2018 9:24 AM
To: Mukasa, Kate GCPE:EX
Cc: Zaharia, Sarah GCPE:EX; Leslie, Lisa GCPE:EX
Subject: Re: rescheduling style guide sessions week's sessions

Hi Kate,
I have July 11 on hold for the session with your team but I don't have a specific time or location reserved.

Can you let me know what time and place works best for your team and send me a calendar invite with details?

I like to be able to get into the room about a half hour or 45 minutes ahead of time.

And we'll need a flip chart stand, flip chart paper and markers for the session if that can be arranged.

If you prefer, we can have the session at GCPE HQ. Let me know your team's preference.

Thanks!
Marie

On Jun 12, 2018, at 10:58 AM, Leslie, Lisa GCPE:EX <Lisa.Leslie@gov.bc.ca> wrote:

MAH will take July 11th if not gone already.s.22
manager, Kate Mukasa.

so copying our

From: Currie, David GCPE:EX
Sent: Tuesday, June 12, 2018 10:52 AM
To: Marie Della Mattia; McRae, Meghan GCPE:EX; Rorison, Trish GCPE:EX
Cc: Zaharia, Sarah GCPE:EX; Leslie, Lisa GCPE:EX
Subject: RE: rescheduling this week's sessions

That's too bad Marie, we were looking forward to it this week. But, things happen so if you're rescheduling already, my shop will take the July 18th spot. Tks, David.

From: Marie Della Mattia [<mailto:mariedellamattia@gmail.com>]
Sent: Tuesday, June 12, 2018 6:36 AM
To: McRae, Meghan GCPE:EX <Meghan.McRae@gov.bc.ca>; Rorison, Trish GCPE:EX <Trish.Rorison@gov.bc.ca>; Currie, David GCPE:EX <David.Currie@gov.bc.ca>
Cc: Zaharia, Sarah GCPE:EX <Sarah.Zaharia@gov.bc.ca>; Leslie, Lisa GCPE:EX <Lisa.Leslie@gov.bc.ca>
Subject: rescheduling this week's sessions

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Thanks for your understanding and again, sorry for the inconvenience.

Marie Della Mattia
604-839-1774

Marie Della Mattia
604-839-1774

Marie Della Mattia
604-839-1774

From: Marie Della Mattia mariedellamattia@gmail.com 
Subject: Fwd: Session with Marie
Date: July 9, 2018 at 8:37 AM
To: Katie GCPE:EX Robb Katie.Robb@gov.bc.ca



Hey Katie,
s.22

I'm so sorry!
They must have got blocked somehow to you?
I'll dig up the group email and send separately.
My apologies! again!
m

Begin forwarded message:

From: "Robb, Katie GCPE:EX" <Katie.Robb@gov.bc.ca>
Subject: Session with Marie
Date: July 9, 2018 at 8:35:18 AM PDT
To: "Marie Della Mattia" <mariedellamattia@gmail.com>, "GCPE Communications - Transportation & Infrastructure" <CommT@Victoria1.gov.bc.ca>, "Lolacher, Russel TRAN:EX" <Russel.Lolacher@gov.bc.ca>, "Zaharia, Sarah GCPE:EX" <Sarah.Zaharia@gov.bc.ca>
Cc: "Bowness, Lianne GCPE:EX" <Lianne.Bowness@gov.bc.ca>, "Chambers, Craig GCPE:EX" <Craig.Chambers@gov.bc.ca>, "Flood, Leanne GCPE:EX" <Leanne.Flood@gov.bc.ca>, "Grieve, Chandler GCPE:EX" <Chandler.Grieve@gov.bc.ca>, "Korinowsky, Alexandra GCPE:EX" <Alexandra.Korinowsky@gov.bc.ca>, "Lowe, Sonia GCPE:EX" <Sonia.Lowe@gov.bc.ca>, "Phelps, Brendan GCPE:EX" <Brendan.Phelps@gov.bc.ca>, "Pope, Danielle GCPE:EX" <Danielle.Pope@gov.bc.ca>, "Weiss, Jamie GCPE:EX" <Jamie.Weiss@gov.bc.ca>

Update – time changed to accommodate group size. Lunch will be provided!

I'm very excited to host Marie Della Mattia for a workshop here at Tran! It is difficult to accommodate everyone's schedules and I regret that some of you will be away when this session takes place, but if you are here, do consider it mandatory ☺

ABOUT THE SESSION:

Make it about people! You've all heard that advice. But do you wonder what that means for the creative communications work you do every day? This 2-hour session will look at a variety of ways to generate communications materials — from releases to speeches to events — that more effectively frame both the problems people are facing and the solutions government is doing. We all want to bring our ministry story to life for our audiences. Let's take some time to talk about how we achieve it together.

ABOUT THE PRESENTER:

Marie Della Mattia is an expert in audience-focused communications that helps drive change. She's coached community leaders, premiers, and TV presenters to improve their content and delivery so they can connect with both strength and warmth. She loves a good cause. And she is never happier than when she is helping communicators get the best possible results for people.



Mail Attachment

Marie Della Mattia
604-839-1774

From: Marie Della Mattia mariedellamattia@gmail.com
Subject: Re: sessions with Ministries next week
Date: July 14, 2018 at 8:36 PM
To: Dalzell, Danielle GCPE:EX Danielle.Dalzell@gov.bc.ca



For sure!

Marie Della Mattia
[604-839-1774](tel:604-839-1774)

Please forgive typos and autocorrect errors

On Jul 14, 2018, at 8:36 PM, Dalzell, Danielle GCPE:EX <Danielle.Dalzell@gov.bc.ca> wrote:

I have a meeting until 11:30, but I could meet at the museum coffee shop for 11:35.

Does that work?

Sent from my iPhone

On Jul 14, 2018, at 8:28 PM, Marie Della Mattia <mariedellamattia@gmail.com<<mailto:mariedellamattia@gmail.com>>> wrote:

Sent an invite for 11:30 if that still works. If not, I can still do later.

Thx!

Marie Della Mattia
[604-839-1774](tel:604-839-1774)

Please forgive typos and autocorrect errors

On Jul 10, 2018, at 12:45 PM, Dalzell, Danielle GCPE:EX
<Danielle.Dalzell@gov.bc.ca<<mailto:Danielle.Dalzell@gov.bc.ca>>> wrote:

Anytime between 11:30 and 3:00pm works for me.

From: Marie Della Mattia [<mailto:mariedellamattia@gmail.com>]
Sent: July 10, 2018 12:43 PM
To: Dalzell, Danielle GCPE:EX <Danielle.Dalzell@gov.bc.ca<<mailto:Danielle.Dalzell@gov.bc.ca>>>
Subject: Re: sessions with Ministries next week

Hey Danielle,
If we could schedule it for next monday, that would be great.
What's a good time for you?
m.

On Jul 10, 2018, at 12:31 PM, Dalzell, Danielle GCPE:EX
<Danielle.Dalzell@gov.bc.ca<<mailto:Danielle.Dalzell@gov.bc.ca>>> wrote:

Hello,

I'm free now, but no worries if you want to do this later.

I'm not very booked this week or next.

Seems like you have enough to think about at the moment!

Talk soon,

Danielle

Danielle Dalzell
Director of Writing and Content Strategy | Cabinet Priorities | Government Communications and Public Engagement

Director of Writing and Content Strategy | Cabinet Priorities | Government Communications and Public Engagement
Danielle.Dalzell@gov.bc.ca <<mailto:Danielle.Dalzell@gov.bc.ca>> | 250-893-2096

From: Marie Della Mattia [<mailto:mariedellamattia@gmail.com>]
Sent: July 9, 2018 7:47 PM
To: Dalzell, Danielle GCPE:EX <Danielle.Dalzell@gov.bc.ca<<mailto:Danielle.Dalzell@gov.bc.ca>>>
Subject: Re: sessions with Ministries next week

Hey Danielle.

s.22 so have to do by phone.

12:30 could work. - can I confirm in the morning?

Thanks!
M

Marie Della Mattia
[604-839-1774](tel:604-839-1774)

Please forgive typos and autocorrect errors

On Jul 9, 2018, at 5:03 PM, Dalzell, Danielle GCPE:EX
<Danielle.Dalzell@gov.bc.ca<<mailto:Danielle.Dalzell@gov.bc.ca>>> wrote:

s.22

Let me know if anything changes.

How about we aim for 12:30 tomorrow?

You can come here if that works?

Danielle Dalzell
Director of Writing and Content Strategy | Cabinet Priorities | Government Communications and Public Engagement
Danielle.Dalzell@gov.bc.ca <<mailto:Danielle.Dalzell@gov.bc.ca>> | 250-893-2096

From: Marie Della Mattia [<mailto:mariedellamattia@gmail.com>]
Sent: July 9, 2018 3:10 PM
To: Dalzell, Danielle GCPE:EX <Danielle.Dalzell@gov.bc.ca<<mailto:Danielle.Dalzell@gov.bc.ca>>>
Subject: Re: sessions with Ministries next week

Hey Danielle

I had to cancel the sessions for this week.

s.22 - let's aim for tomorrow at the time you suggested. s.22
may need to postpone.

Just call my cell?

Thx!
Marie Della Mattia
[604-839-1774](tel:604-839-1774)

Please forgive typos and autocorrect errors

On Jul 9, 2018, at 11:02 AM, Dalzell, Danielle GCPE:EX
<Danielle.Dalzell@gov.bc.ca<<mailto:Danielle.Dalzell@gov.bc.ca>>> wrote:
Hi Marie,

My apologies for the delayed response. | s.22

Yes please to all three questions.

When would you like to meet? I have a meeting from 11-12 tomorrow, but otherwise I'm free.

Thank you,
Danielle

From: Marie Della Mattia [<mailto:mariedellamattia@gmail.com>]
Sent: July 4, 2018 9:52 AM
To: Dalzell, Danielle GCPE:EX <Danielle.Dalzell@gov.bc.ca<<mailto:Danielle.Dalzell@gov.bc.ca>>>
Subject: sessions with Ministries next week

Hey Danielle,
I'm doing some more session with Ministries next week.

And I'm revising the agenda for Transportation based on a great chat with Katie Robb and Sarah Zaharia.

Katie is doing a lot of work with her leadership team that I think it might be helpful to replicate across government.

I thought a couple things coming out of my chat with them

- * perhaps you'd like to participate in one of the sessions (or more)
- * perhaps you'd like some input into the agenda
- * perhaps you'd like to meet up to discuss other things next week

Let me know what works for you.

Thanks!
Marie

Marie Della Mattia
[604-839-1774](tel:604-839-1774)

Marie Della Mattia
[604-839-1774](tel:604-839-1774)

From: Marie Della Mattia mariedellamattia@gmail.com
Subject: Re: some options for you to consider
Date: July 4, 2018 at 8:39 AM
To: Katie GCPE:EX Robb Katie.Robb@gov.bc.ca, Sarah Zaharia Sarah.Zaharia@gov.bc.ca



Hey folks,
Was just re-reading this and realized that when I didn't have to reschedule you, I forgot to get back to you to confirm I'm good for 8:45.
Hope that's all still good.
Will you two be together or will we connect with a three way call?
Thanks!
Marie

On Jun 27, 2018, at 9:15 AM, Marie Della Mattia <mariedellamattia@gmail.com> wrote:

Hey you two:

I'm sending a few things to help inform our discussion next week! Probably too much, but that's how I roll!

Below is some follow up from the first session Marg and I did: it's an email specifically answering the question about a structure or format for speaking notes/speeches for ministers.

I've also attached the outline for the sessions we've been doing.

And some handouts for concepts that I try and integrate into the conversation. I usually share these after the sessions. Let me know which would be helpful for your team.

The "what to say when you can't say anything" is a resource for cabinet ministers and those who counsel them, mostly.

Of NOTE: In addition to the session I've been doing with every ministry, I held a special session with the MAEST team that included MAs, coms director, issue manager and Marg. I've included that agenda as well. I thought, since we were doing your ministry alone, you might want to consider some variations. There are always good reasons not to have MAs and issues managers at meetings with ministry staff. But I'm a big fan of encouraging people to understand each other's perspectives and spending time together in a safe space - which we can declare this - might be helpful?

I'll leave that to your considerations!

Thanks and I'll get back to you soon about next week's Wednesday meeting.

m.

<Content checklist.docx>
<Ministry of Advanced Education Agenda.docx>
<The problem is-MINISTRY.pdf>
<What to say when you can't say anything yet.docx>

<Ministry Sessions – Final Outline.docx>
<Charts-PitchingYourTent-20150422.pdf>

Begin forwarded message:

From: Marie Della Mattia <mariedellamattia@gmail.com>
Subject: follow up from the Advanced Ed and Ed session on speech notes
Date: March 26, 2018 at 7:14:06 PM PDT
To: "LeGuilloux, Marg Gcpe:Ex" <marg.leguilloux@gov.bc.ca>
Cc: Cara McGregor <cara.mcgregor@gov.bc.ca>

Hey Marg,

Here are some follow up tips for the team we did the session with today.

I haven't got it figured out yet but I'll also try and do something similar for news releases. Might be good to rope Robb

I haven't got it figured out yet, but I'll also try and do something similar for news releases. Might be good to rope them into that conversation before sharing specific advice.

Let me know if this what you were getting at when we talked at the end of the session ... a practical guide for how to 'get it right' for the internal audiences: GCPE and MOs

I'm copying Cara as she may have other helpful advice on the right arc for speaking notes. Could this function like a 'handout' or memo to staff?

I think ideally, this is something they get only with the session we're doing. Could break it down during the next sessions if you think that's helpful.

The difference between a speech for ministers and speaking notes for a media event is: we'd probably get to the 'news' faster.

s.13

Marie Della Mattia
604-839-1774

Marie Della Mattia
604-839-1774

|

Marie Della Mattia
604-839-1774

From: Marie Della Mattia mariedellamattia@gmail.com
Subject: Fwd: Styleguide sessions - s.22
Date: July 9, 2018 at 8:38 AM
To: Katie GCPE:EX Robb Katie.Robb@gov.bc.ca



Begin forwarded message:

From: Marie Della Mattia <mariedellamattia@gmail.com>
Subject: Re: Styleguide sessions - s.22
Date: July 8, 2018 at 9:59:40 PM PDT
To: "Katie GCPE:EX Robb" <Katie.Robb@gov.bc.ca>, Sarah Zaharia <Sarah.Zaharia@gov.bc.ca>, "David GCPE:EX Currie" <David.Currie@gov.bc.ca>, "Lisa GCPE:EX Leslie" <Lisa.Leslie@gov.bc.ca>, "Meghan GCPE:EX McRae" <Meghan.McRae@gov.bc.ca>, "Trish GCPE:EX Rorison" <Trish.Rorison@gov.bc.ca>, Kate.Mukasa@gov.bc.ca, Chris.Harbord@gov.bc.ca

Hi again everyone,

s.22

I'm going to have to cancel this week's sessions.

Again, my apologies.

Let's connect one-on-one s.22 and we can reschedule.

I'm also happy to discuss a 'plan b' where I hand off some of my materials and notes and chat a bit and folks can workshop some of the exercises and activities without me.

Thanks

Marie Della Mattia
[604-839-1774](tel:604-839-1774)

Please forgive typos and autocorrect errors

On Jul 7, 2018, at 10:48 AM, Marie Della Mattia <mariedellamattia@gmail.com> wrote:

Hello again everyone

s.22

I'll have an update report on Sunday night — for those of you who have sessions booked next week and the week after.

Apologies for potentially pulling in the rug out from under everyone again.

Thanks
Marie

Marie Della Mattia
[694-839-1774](tel:694-839-1774)

Please forgive typos and autocorrect errors

Marie Della Mattia

604-839-1774

From: Marie Della Mattia mariedellamattia@gmail.com
Subject: Re: Training Sessions
Date: July 24, 2018 at 10:04 AM
To: Dalzell, Danielle GCPE:EX Danielle.Dalzell@gov.bc.ca
Cc: Lowe, Mike GCPE:EX Mike.Lowe@gov.bc.ca



Hey Folks

I'm a big fan of creating champions. The more we can coach and equip CDs with modules/materials/expectations for working with their staff the better.

A few module ideas: audience immersion, simile and metaphor brainstorming techniques, story brainstorming, quote generator techniques.

CDs could even participate in the creation of some of these modules.

But I think all these questions raises an even bigger question:

Does it make sense to do this kind of session as an ongoing offer? Not sure what to call it but it's more than onboarding, right?

It's creative pro D for anyone who writes or does com planning. And as new insights emerge, you can bring people back together.

CDs could do their own sessions with their team or they can send people to a session with Danielle's team.

These sessions emphasize the process, the critical thinking and the framework of the overall message and helps people to keep applying it in creative ways.

It's like stretching exercises. If you don't take the time to stay limber, you risk hurting yourself or others.

Marie Della Mattia
[604-839-1774](tel:604-839-1774)

Please forgive typos and autocorrect errors

On Jul 24, 2018, at 9:44 AM, Dalzell, Danielle GCPE:EX <Danielle.Dalzell@gov.bc.ca> wrote:

I'll let Marie answer as well, but following the conversation I had with her yesterday, I think she wanted to make this interactive, so not too big.

My initial thought was an audience of 22 - CD or Manager - depending on who was available. The hope would be that the CD or CM in attendance would take the guides back and champion this throughout their department.

We will also make it clear that my team is available to provide support and follow-up resources to shops.

And we could offer this training again in the fall to CDs who missed and PAOs - if Marie is available. Or Cara and I could do the training if not.

Does that fit in with what you were thinking?

Danielle Dalzell
Director of Writing and Content Strategy | Cabinet Priorities | Government

From: Lowe, Mike GCPE:EX
Sent: Tuesday, July 24, 2018 9:30 AM
To: Dalzell, Danielle GCPE:EX <Danielle.Dalzell@gov.bc.ca>
Cc: Marie Della Mattia <mariedellamattia@gmail.com>
Subject: RE: Training Sessions

What would you say is the target audience for these workshops? I would think all folks working in comm shops – from PAOs through Directors – would benefit from both of these, but we probably have to target better than that. Thoughts on who the right group to invite would be?

It will be a challenge to get people there during those weeks... I expect a huge amount of people to be out on vacation. Not necessarily saying we just shouldn't bother in August, but we will definitely miss a lot of people.

Thoughts of whether we could offer this virtually? Over in-house Lync and/or recorded for people who can't be there to go back and watch it. Will the content lend itself to that?

Mike

From: Dalzell, Danielle GCPE:EX
Sent: Monday, July 23, 2018 4:40 PM
To: Lowe, Mike GCPE:EX <Mike.Lowe@gov.bc.ca>
Cc: Marie Della Mattia <mariedellamattia@gmail.com>
Subject: Training Sessions

Hello Mike,

Marie and I were discussing the training sessions for the CDs. Her availability in September is somewhat limited, so we were thinking we should schedule 2 sessions in mid-late August:

1. Writing and Content Strategy, 2-3 hours, between August 14-17 (Training to be accompanied by Content Guide)
2. News Release/Statements and Speeches, 2-3 hours between August 20-24 (Training to be accompanied by NR/STM Guide as well as a Speech Guide)

Cara and I will play a supporting role in the trainings, and the entire WCS team will attend.

Please go ahead and schedule between you and Marie, I will be here both weeks and will work around your schedules.

Thank you,

Danielle

Danielle Dalzell
Director of Writing and Content Strategy | Cabinet Priorities | Government
Communications and Public Engagement
Danielle.Dalzell@gov.bc.ca | [250-893-2096](tel:250-893-2096)

From: **Marie Della Mattia** mariedellamattia@gmail.com
Subject: Re: Workshop Write Up
Date: July 26, 2018 at 1:46 PM
To: Dalzell, Danielle GCPE:EX Danielle.Dalzell@gov.bc.ca
Cc: Lowe, Mike GCPE:EX Mike.Lowe@gov.bc.ca



Looks good to me. One typo late in the doc.

The more we can work together to coach and equip (delete: with) staff with modules, materials,

Marie Della Mattia
[604-839-1774](tel:604-839-1774)

Please forgive typos and autocorrect errors

On Jul 26, 2018, at 12:54 PM, Dalzell, Danielle GCPE:EX <Danielle.Dalzell@gov.bc.ca> wrote:

Draft write up for you. Marie, do you have any changes?

Professional Development Workshops: Communicating Together

We understand the challenges facing people in B.C.

Our government is making different choices to make life better for everyone in B.C., not just the few at the top.

We're delivering the services people need, making life more affordable, and building a strong, sustainable economy that creates good jobs and works better for people.

It's an important story to tell.

We need to take every opportunity to communicate with clear and consistent language across government, because consistency builds trust.

If we are clear and consistent, every person in B.C. will have a clearer understanding of what government is doing and how people and communities are benefitting.

The first workshop will introduce the News Release and Statement Style Guide version 2.0.

We'll discuss challenges and successes over the last year, what needs to be improved, and how we can work towards a clear and consistent approach to these two core communications products.

The second workshop will introduce the new Content Guide and Speech Guide.

These news guides are designed to support consistent message and writing style across government, in every product produced for Cabinet. We'll go over a strategic approach to consistent content and strategic message development.

**Both these sessions emphasize the process, the critical thinking and the framework of the overall message, and help people to keep applying it in creative ways.

Our goal is to create champions (you) in each shop who will bring these tools back and make sure every communicator across government is on the same page.

The more we can work together to coach and equip with staff with modules, materials, examples and expectations, the more likely we are to achieve our communications goals.

All Communications Directors should attend both workshops, if the director is away, a manager should attend. If both director and manager from a shop are unavailable, then a senior from that shop must attend.

Every GCPE shop must be represented.

The second workshop will be
Danielle Dalzell
Director of Writing and Content Strategy | Cabinet Priorities | Government
Communications and Public Engagement
Danielle.Dalzell@gov.bc.ca | [250-893-2096](tel:250-893-2096)