

Poorooshasb, Nammi GCPE:EX

From: Hume, David GCPE:EX
Sent: August 7, 2019 5:00 PM
To: Poorooshasb, Nammi GCPE:EX
Subject: First run set of questions...

Hey so I took a run at the questions. Not sure I am channeling enough plainness. Have flipped to Bindi as well.

s.13

Anyway, outta time for today. What do you think?

s.13

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Withheld pursuant to/removed as

s.13

David Hume

Assistant Deputy Minister – Government Digital Experience Division (GDX)

Province of British Columbia | Ministry of Citizens' Services

+1 250 589 9043 | david.hume@gov.bc.ca | @dbhume

Poorooshasb, Nammi GCPE:EX

From: Kot, Jill CITZ:EX
Sent: August 7, 2019 1:18 PM
To: Hume, David GCPE:EX
Cc: Poorooshasb, Nammi GCPE:EX
Subject: Re: Schedule for Multi-lingual research

Excellent David. Thanks for update.

Sent from my iPhone

On Aug 7, 2019, at 1:09 PM, Hume, David GCPE:EX <David.Hume@gov.bc.ca> wrote:

Hi Jill—I thought you'd appreciate an update on the schedule for our research.

August 6 – 9 (Internal/community interviews)

- Continuing government program outreach (HealthLinkBC, Multiculturalism Branch)
- Continuing community service provider outreach (settlement/immigration agencies, legal and health)
- Academic research review on language as a barrier to services
- Quantitative review of service stats/etc.
- Jurisdictional scan of approaches (Captus Communications)

August 12 – 16 (External/citizen interviews)

- Research trip to Lower Mainland
 - o Interviews/intercepts with citizens at community centres, new immigrant centres, temporary foreign worker events, ESL classes, etc.
 - o Visit to ServiceBC centres (Maple Ridge)

Captus Communications supporting with interpretation/community connections/interviews

Best,

David

David Hume
Assistant Deputy Minister – Government Digital Experience Division (GDX)
Province of British Columbia | Ministry of Citizens' Services
+1 250 589 9043 | david.hume@gov.bc.ca | @dbhume

Poorooshasb, Nammi GCPE:EX

From: LeGuilloux, Marg GCPE:EX
Sent: August 7, 2019 9:21 AM
To: Doidge, Tracey GCPE:EX
Cc: Poorooshasb, Nammi GCPE:EX; Dale, Raman GCPE:EX
Subject: Fwd: Contract draw down
Attachments: Drawdown-Mike_McNeney-MAEST.xlsx; ATT00001.txt

Importance: High

Hi Tracey. Nammi has approved this RSO draw down for a contractor to temporarily support AEST Comms, starting this week. Pls let me know if you need anything else on this from me. Thx very much!

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

From: Mike McNeney^{s.22}
Date: 2019-08-06 9:02 PM (GMT-08:00)
To: "LeGuilloux, Marg GCPE:EX" <Marg.LeGuilloux@gov.bc.ca>
Subject: Re: Contract draw down

Here you go, Marg.

Poorooshasb, Nammi GCPE:EX

From: LeGuilloux, Marg GCPE:EX
Sent: August 6, 2019 6:49 PM
To: Poorooshasb, Nammi GCPE:EX
Subject: Re: AEST Staffing - Contractor Hire

Fab, thx Nammi. Let's hope Mike is avail.
Really appreciate it.
Thx.

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

From: "Poorooshasb, Nammi GCPE:EX" <Nammi.Poorooshasb@gov.bc.ca>
Date: 2019-08-06 6:31 PM (GMT-08:00)
To: "LeGuilloux, Marg GCPE:EX" <Marg.LeGuilloux@gov.bc.ca>
Cc: "Dale, Raman GCPE:EX" <Raman.Dale@gov.bc.ca>, "Sigouin, Melissa GCPE:EX" <Melissa.Sigouin@gov.bc.ca>
Subject: Re: AEST Staffing - Contractor Hire

Ok. Good to proceed.

On Aug 6, 2019, at 4:35 PM, LeGuilloux, Marg GCPE:EX <Marg.LeGuilloux@gov.bc.ca> wrote:

Hi again Nammi -- just following up on this? There is quite some urgency to it.
Thx very much.

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From: "LeGuilloux, Marg GCPE:EX" <Marg.LeGuilloux@gov.bc.ca>
Date: 2019-08-06 12:50 PM (GMT-08:00)
To: "Poorooshasb, Nammi GCPE:EX" <Nammi.Poorooshasb@gov.bc.ca>
Cc: "Dale, Raman GCPE:EX" <Raman.Dale@gov.bc.ca>, "Sigouin, Melissa GCPE:EX" <Melissa.Sigouin@gov.bc.ca>
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s.22

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very essential due to the specific requirements/urgency of getting them very good help very fast – I
recommend Mike as our best bet for this situation.

Thx very much, Nammi, happy to chat further.

Marg LeGuilloux

Executive Director
Communications - Social Ministries
GCPE
778-584-1259

From: LeGuilloux, Marg GCPE:EX
Sent: August 6, 2019 12:02 PM
To: Poorooshasb, Nammi GCPE:EX <Nammi.Poorooshasb@gov.bc.ca>
Cc: Dale, Raman GCPE:EX <Raman.Dale@gov.bc.ca>; Sigouin, Melissa GCPE:EX <Melissa.Sigouin@gov.bc.ca>
Subject: AEST Staffing - Contractor Hire
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<image001.jpg>

Requesting approval pls to bring in an approved contractor off our RSO list ASAP, hopefully getting this person in place this week.

Am suggesting we bring contractor in for ½ days, to a max of 11 weeks, which would keep us under the \$25K ceiling. This would get us thru the first sitting of the House, and allow things to settle in with another potential .5 permanent person (see CD notes below), who will be panelled soon.

I believe this is essential because as per PO direction, the last week of Aug/first week of Sept. are 'black-out' weeks, dedicated to Back to School events/announcements by AEST/MoE only.

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We have a new-to-AEST CD and a very demanding MO, as you are aware. At this point, with these unforeseen circumstances, our best approach to supporting this CD and Comm shop is to get a strong contractor in asap. Your decision and hopefully approval would be most appreciated as soon as you get a chance. Happy to chat further if you require.

Thx kindly, Nammi.

Marg LeGuilloux

Executive Director
Communications - Social Ministries
GCPE
778-584-1259

From: Schollen, Tasha GCPE:EX
Sent: August 6, 2019 9:03 AM
To: LeGuilloux, Marg GCPE:EX <Marg.LeGuilloux@gov.bc.ca>
Cc: Schollen, Tasha GCPE:EX <Tasha.Schollen@gov.bc.ca>
Subject: AEST Staffing - Contractor Hire

Hi Marg,

I am seeking permission to hire a contractor in my shop at .5 FTE to assist with our heavy back to school communications schedule.

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Additionally^{s.22} in the midst of our busy back to school season. My shop is currently working towards approximately 10 events between now and September 15th and it's very possible more will be added to our schedule.

With^{s.22} , that leaves myself and two PAOs in our shop, both of whom have limited GCPE experience.

If you need further information, do let me know. I am looking to get a contractor into my shop this week, if possible.

Thanks,
Tasha

Background:

- We have a MO that is very demanding and we are responsible for producing a lot of regularly prepared documents. For example: an event plan is insufficient, we must produce pitch documents as well. We are currently producing the following products on a weekly basis, in addition to our regular work:
 - Event Pitch documents for every potential event that is also accompanied by an Event Plan.
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- My Mgr is currently s.22 Our most seasoned PAO s.22
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most recent PAO, s.22
- Because my Mgr is working on materials herself, she doesn’t always have time to do Mgr-related things because she is putting out fires and helping new and inexperienced staff. IE. Issue Note binder, Corp Cal etc.
- We have a demanding back to school schedule beginning the last week of August that runs through the fall with numerous announcements, some of which may require echo announcements in multiple cities.

Thanks,
T

Tasha Schollen | Communications Director
Government Communications and Public Engagement
Ministry of Advanced Education, Skills & Training
Cell: 250-889-1121

Poorooshasb, Nammi GCPE:EX

From: Dale, Raman GCPE:EX
Sent: August 6, 2019 6:32 PM
To: Poorooshasb, Nammi GCPE:EX
Subject: s.22 AEST Staffing - Contractor Hire

s.22

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Withheld pursuant to/removed as

DUPLICATE

Poorooshasb, Nammi GCPE:EX

From: Zadravec, Don GCPE:EX
Sent: August 6, 2019 5:34 PM
To: Poorooshasb, Nammi GCPE:EX
Subject: Re: AEST Staffing - Contractor Hire

Nammi, I'm okay with this as Mike is solid and we've used him before.

Don Zadravec
Executive Lead
GCPE
778-584-1252
Sent from my iPhone

On Aug 6, 2019, at 4:43 PM, Poorooshasb, Nammi GCPE:EX <Nammi.Poorooshasb@gov.bc.ca> wrote:

Do you have any opinions on this before I give the "OK"?

From: "LeGuilloux, Marg GCPE:EX" <Marg.LeGuilloux@gov.bc.ca>
Date: Tuesday, August 6, 2019 at 4:35 PM
To: "Poorooshasb, Nammi GCPE:EX" <Nammi.Poorooshasb@gov.bc.ca>
Cc: "Dale, Raman GCPE:EX" <Raman.Dale@gov.bc.ca>, "Sigouin, Melissa GCPE:EX" <Melissa.Sigouin@gov.bc.ca>
Subject: Re: AEST Staffing - Contractor Hire

Hi again Nammi -- just following up on this? There is quite some urgency to it.
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last week and s.22 I didn't discuss specifics e.g. ½ days for a number of weeks,

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GCPE
778-584-1259

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Sent: August 6, 2019 12:02 PM
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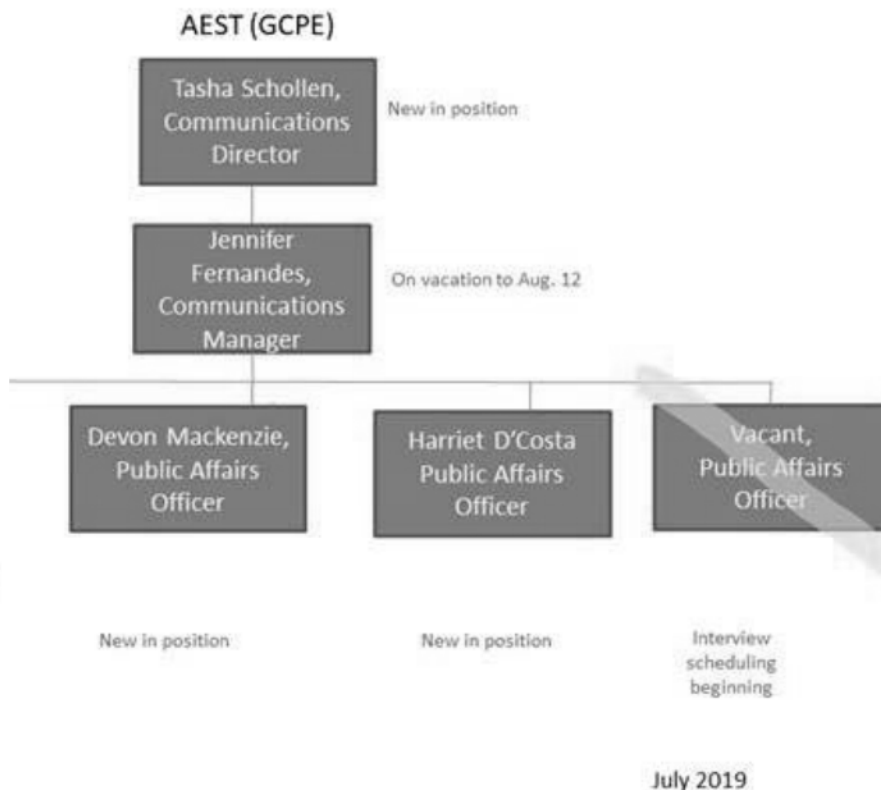
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Cell: 250-889-1121

Page 23 of 31 to/à Page 29 of 31

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DUPLICATE

Poorooshasb, Nammi GCPE:EX

From: Groot, Jeff GCPE:EX
Sent: August 2, 2019 5:51 PM
To: Poorooshasb, Nammi GCPE:EX
Subject: Tuesday morning mtg

Nammi, for our meeting on Tues morning (and in the event you want to review over the weekend), you'll find the three relevant docs here:

<https://ag.sp.gov.bc.ca/sites/COLLABAG/snowfall/Shared%20Documents/Project%20Streams/Communications%20%26%20Stakeholder%20Relations>

Poorooshasb, Nammi GCPE:EX

From: Dalzell, Danielle GCPE:EX
Sent: August 1, 2019 3:58 PM
To: GCPE Comm Directors; GCPE Comm Managers
Cc: McGregor, Cara GCPE:EX; Richards, Erin GCPE:EX; Horlor, Shannon GCPE:EX; Korinowsky, Alexandra GCPE:EX; Poorooshasb, Nammi GCPE:EX; Aaron, Sage PREM:EX; Zadravec, Don GCPE:EX; LeGuilloux, Marg GCPE:EX
Subject: **Updated** Ministry Summaries
Attachments: 20190708_Ministry Summaries_June Update.docx

Hello All,

Thank you for your ongoing work to update the Ministry Summaries (attached). This living document is incredibly important for communications across government.

It helps us produce core government documents like the Strategic Plan Annual Report, products for Budget, and the Throne Speech. It also supports writing and content creation for op-eds, message guides, speeches, news releases and other products.

As you know, we ask for updates about every four months, but feel free to send updates to your sections anytime. (Send to Shannon.Horlor@gov.bc.ca, and copy me Danielle.Dalzell@gov.bc.ca)

Government moves quickly and message development is ongoing. We want to be as up-to-date as possible.

Please let us know if you would like any support to improve your key messages or metrics.

We're happy to help.

Thanks again,

Danielle

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