From: McGregor, Cara GCPE:EX

Sent: October 3, 2018 10:31 AM

To: LeGuilloux, Marg GCPE:EX

Subject: Corporate Planning

Hi Marg,

I note for you, upon your return --

Rick and I are starting to work more closely with Rodney and Liam (MA) in AVED to implement the new approach to corporate planning. We're starting with a working session next week to look at what's already in the calendar for the fall, making sure it has gone through the appropriate approval channels, and look for opportunities to "do less, focus more." I'm hoping that we can also get them thinking bigger about themes and strategic arcs —that will likely come later, once we've dealt with the issues more immediately before us.

Happy to brief this with you upon your return.

Thinking of you.

Cara

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

From: McAndrews, Caroline GCPE:EX
Sent: October 5, 2018 12:36 PM

**To:** GCPE Comm Directors; GCPE Comm Managers

Cc: Roberts, Michelle J GCPE:EX; Sitter, Donna GCPE:EX; Zadravec, Don GCPE:EX; Kristianson, Eric

PREM:EX

**Subject:** Cannabis public info campaign rollout

**Attachments:** Rollout - Cannabis Announcements 2018-2019.docx

Hi all: the new cannabis website is up at www.getcannabisclarity.ca

Attached is a rollout of materials including feds and other partners (living doc, so dates are soft but gives you an idea).

TV spot is set to run next week, and household mailer is arriving in all BC mailboxes.

The feds also had a mailer, that was due to arrive the week of legalization, but due to the looming Canada Post strike, it went out early.

MMF will be doing a caucus briefing on the campaign, date tbd. Feel free to share with your MO.

Let me know if you have any questions.

Happy Thanksgiving!

C

# Caroline McAndrews Communications Director

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

From: McGregor, Cara GCPE:EX

Sent: October 5, 2018 5:50 PM

To: Gibbs, Robb GCPE:EX

**Cc:** Zadravec, Don GCPE:EX; LeGuilloux, Marg GCPE:EX; Zaharia, Sarah FIN:EX

**Subject:** Information Note: Strategies

**Attachments:** 20180925 IN Strategies\_finaldraft.docx

Hi Robb,

Attached is an information note summarizing all known ministry strategies – either in development, active, or prior strategies that are still available online.

I have tasked Heather Finn with working up a similar note to summarize the upcoming "what we heard" reports, task force reports and ministry reviews where a summary report is being planned (not including public engagements by the citizen engagement team).

I expect this to be complete some time in October.

Thanks, Cara

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

From: Ryckman, Scott GCPE:EX

Sent: October 8, 2018 3:39 PM

To: Ryckman, Scott GCPE:EX

**Subject:** TNO improvements, upgrades & training

Good day,

As part of Today's News Online's continuing efforts to meet the needs of all of our clients we are adding new sources and some new features.

The new sources are the Calgary Herald, Edmonton Journal and Maclean's magazine.

The new features include:

Password reset option

Weekly auto reports

Finally, we are planning another training session on November 14th. Be sure to register when the invitations are sent out if you are interested in any of TNO's new or old features.

Please let me know if you have any questions. All of TNO's best ideas come from you, our clients - please ask and/or suggest.

Scott Ryckman Director, Today's News Online 250-356-5735 Page 05 of 48 to/à Page 07 of 48

Withheld pursuant to/removed as

s.13

From: Lowe, Mike GCPE:EX

Sent: October 11, 2018 1:30 PM

To: GCPE Comm Directors

Subject: All CD Agenda: 3-4pm today

#### Good afternoon folks,

Just a little heads up of our agenda for this afternoon's meeting, which will be quite full:

3:00 – Sage Aaron (PO Director of Communications) and Cara McGregor (ED, Cabinet Priorities). Discussion of new PO timelines.

3:30 – Shruti Joshi (Media Relations Officer, South Asian media). Presentation on South Asian media landscape.

3:55 – Grant Kerr (Director, Editorial Services). Information on current direction for use of templates.

See you all (or your designates) in \$.15 at 3:00.

Best,

Mike

**Mike Lowe** | ADM, Communications Operations Government Communications and Public Engagement

Desk: 778-698-7411 Cell: 778-584-1247

From: Dalzell, Danielle GCPE:EX

Sent: October 12, 2018 11:18 AM

To: GCPE Comm Managers

Cc: GCPE Comm Directors; Zadravec, Don GCPE:EX; Thaw, Sara GCPE:EX

Subject: RESPONSE NEEDED - Information about Vancouver Island and Coastal communities investments

and projects

Hello All,

I'm in need of a summary of investments since July 2017 in communities on Vancouver Island and Coastal Communities,

The area includes the North Coast Regional District down to the tip of Vancouver Island and includes Powell River, the Sunshine Coast, the Central Coast and the North Coast.

It is for a speech for PJH to AVICC: https://avicc.ca/

Could you send in the following format:

Victoria – \$3 million to build the 21 units of modular housing – <a href="https://news.gov.bc.ca/releases/2018MAH0035-000641">https://news.gov.bc.ca/releases/2018MAH0035-000641</a>

By 5pm on Monday would be ideal.

My apologies for the tight turn around.

Please let me know if you think your shop cannot make the deadline.

Thank you,

Danielle Dalzell

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

From: Thaw, Sara GCPE:EX
Sent: October 15, 2018 2:09 PM

To: Nienaber, Janice GCPE:EX; Porter, Rodney GCPE:EX
Cc: Dalzell, Danielle GCPE:EX; LeGuilloux, Marg GCPE:EX

Subject: EDITS ENCLOSED RE: FOR REVIEW – NR – DUE BY 12 PM Monday Oct 15

**Attachments:** NR\_AEST\_Women in Tech Recipients\_Oct15\_V2.docx

Dear Janice and Rodney,

Please see the attached NR with edits. Please note that I have used track changes and comments – please remove those before you send this document along.

Warmly,

#### Sara Thaw

Manager

Writing and Content Strategy | Cabinet Priorities Government Communications and Public Engagement

Sara.Thaw@gov.bc.ca | cell: 250.812.2016

From: Thaw, Sara GCPE:EX Sent: October 15, 2018 12:10 PM

To: Nienaber, Janice GCPE:EX < Janice. Nienaber@gov.bc.ca>

Cc: Porter, Rodney GCPE:EX <Rodney.Porter@gov.bc.ca>; Dalzell, Danielle GCPE:EX <Danielle.Dalzell@gov.bc.ca>

Subject: RE: FOR REVIEW – NR – DUE BY 12 PM Monday Oct 15

Hi Janice,

We will have this back to you by 3PM today.

We are unable to meet the 12PM deadline because of priorities from the Premier's office.

Thank you for understanding.

Warmly,

#### Sara Thaw

Manager

Writing and Content Strategy | Cabinet Priorities
Government Communications and Public Engagement

Sara.Thaw@gov.bc.ca | cell: 250.812.2016

From: Nienaber, Janice GCPE:EX Sent: October 12, 2018 3:14 PM

To: Dalzell, Danielle GCPE:EX < Danielle. Dalzell@gov.bc.ca>

Cc: Thaw, Sara GCPE:EX <Sara.Thaw@gov.bc.ca>; Porter, Rodney GCPE:EX <Rodney.Porter@gov.bc.ca>

Subject: RE: FOR REVIEW – NR – DUE BY 12 PM Monday Oct 15

Hi Danielle,

Thanks for the feedback! I took another stab at the headline and Minister Mark's quote... Please see attached for Monday.

Much appreciated, and have a great weekend.

Best,

Janice Nienaber | Public Affairs Officer
Government Communications & Public Engagement
B.C. Ministry of Advanced Education, Skills and Training

T: 778-698-1824 | C: 250-208-4560 | E: <u>Janice.Nienaber@gov.bc.ca</u>

From: Dalzell, Danielle GCPE:EX

**Sent:** Friday, October 12, 2018 1:13 PM

**To:** Porter, Rodney GCPE:EX; Nienaber, Janice GCPE:EX

Cc: Thaw, Sara GCPE:EX

Subject: RE: FOR REVIEW – NR – DUE BY 12 PM Monday Oct 15

Understood.

We will not be able to get to this until Monday morning.

If you want to take another stab at it in the meantime, I would say generally now that the headline is overreaching a bit.

It is 10 scholarships after all.

And the quote could use some more grounding in women succeeding in the job-creating tech sector, and these scholarships being an important part of work to build on that success, giving people more opportunities to succeed rather than "help".

While acknowledging the tradition gender-divide in that sector.

Let me know if you want to chat about it further.

Many thanks!

Danielle Dalzell

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

From: Porter, Rodney GCPE:EX

Sent: Friday, October 12, 2018 11:48 AM

To: Nienaber, Janice GCPE:EX < Janice. Nienaber@gov.bc.ca>

Cc: Dalzell, Danielle GCPE:EX < Danielle. Dalzell@gov.bc.ca>; Thaw, Sara GCPE:EX < Sara. Thaw@gov.bc.ca>

Subject: Re: FOR REVIEW – NR – DUE BY 12 PM Monday Oct 15

JTT will get a copy so they can add a quote.

Like Janice says we involve Marg at this stage to avoid multiple rewrites.

Respectfully,

Rodney Porter
B.C. Ministry of Advanced Education, Skills and Training
Mobile 250 889-7494

On Oct 12, 2018, at 11:38 AM, Nienaber, Janice GCPE:EX <Janice.Nienaber@gov.bc.ca> wrote:

Hi Danielle,

Thanks so much. It hasn't gone to JTT, no. It's still partway through approvals in AEST but Marg would typically see it around this point.

Janice Nienaber | Public Affairs Officer
Government Communications & Public Engagement
B.C. Ministry of Advanced Education, Skills and Training
T: 778-698-1824 | C: 250-208-4560 | E: Janice.Nienaber@gov.bc.ca

From: Dalzell, Danielle GCPE:EX

Sent: Friday, October 12, 2018 11:28 AM

To: Nienaber, Janice GCPE:EX; Thaw, Sara GCPE:EX

Cc: Porter, Rodney GCPE:EX

**Subject:** RE: FOR REVIEW – NR – DUE BY 12 PM Monday Oct 15

Thank you Janet. I'll have a few edits. Will send back to you by end of day.

Have you sent by the folks in JTT for a look?

Danielle Dalzell

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

Danielle.Dalzell@gov.bc.ca | 250-893-2096

From: Nienaber, Janice GCPE:EX

**Sent:** Friday, October 12, 2018 11:25 AM

To: Thaw, Sara GCPE:EX < Sara. Thaw@gov.bc.ca >; Dalzell, Danielle GCPE:EX

<Danielle.Dalzell@gov.bc.ca>

**Cc:** Porter, Rodney GCPE:EX <<u>Rodney.Porter@gov.bc.ca</u>> **Subject:** FOR REVIEW – NR – DUE BY 12 PM Monday Oct 15

Hi Sara and Danielle,

As Marg is away, will you please take a look at this AEST News Release? It's about the Women in Tech scholarships administered through the Irving K Barber British Columbia Scholarship Society. Ten recipients will be announced.

The NR is only going out November, but Irving K society would like to see a working draft EOD Monday, so I would appreciate any feedback by 12 PM Monday.

Thank you,

Janice Nienaber | Public Affairs Officer

Government Communications & Public Engagement

B.C. Ministry of Advanced Education, Skills and Training

T: 778-698-1824 | C: 250-208-4560 | E: Janice.Nienaber@gov.bc.ca

From: McAndrews, Caroline GCPE:EX
Sent: October 16, 2018 2:53 PM

**To:** GCPE Comm Directors; GCPE Comm Managers

**Cc:** GCPE Communications - Public Safety & Solicitor General; Kristianson, Eric PREM:EX; Zadravec, Don

GCPE:EX

**Subject:** Cannabis Legalization Oct 17th!

Attachments: NEWS-18272.pdf; KM- Cannabis - Rolling Doc.docx; MA LDB CannabisStoreOpening FINAL.PDF;

2018AG0079-002018.pdf

Hi CD's: History is in the making! Tomorrow cannabis is legal across Canada and here is what's on the schedule:

- Soon after midnight BC Cannabis online store is open for business
- 08:30 AM MMF holds province-wide call-in for media
- 08:30 AM BC Cannabis store in Kamloops opens for media tour
- 10:00 AM BC Cannabis store in Kamloops store opens to the public
- 12:00 Noon MMF media avail at the Golden Gates for cameras etc.

The federal government will be doing a media avail in the morning with all the key federal ministers, time tbc.

Attached are our rolling KM's for your reference, MA's for tomorrow, and LDB/AG IB going out at 3 pm today.

The public information campaign is underway with the <u>www.getcannabisclarity.ca</u> site up and running, TV spot is live, social media is underway.

On Friday, both Minister Farnworth and Minister Eby will visit the Kamloops store at approximately 1 pm, and hold a media availability following.

If you have any questions, don't hesitate to connect!

# Caroline McAndrews Communications Director

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

From: Lloyd, Evan GCPE:EX
Sent: October 16, 2018 3:27 PM

To: GCPE All Staff

**Subject:** Changes in GCPE Executive/staff

I'd like to advise all staff that Erik Kristianson, ADM is no longer working with GCPE. Effective immediately Erik will be joining the office of the deputy minister to the premier as ADM, Strategic Initiatives. Similarly, please note that Liam Iliffe, previously an issues manager in Erik's division has also left GCPE to assume new duties as senior ministerial assistant in the office of Minister Melanie Mark.

Please join me in thanking Erik and Liam for their tremendous contribution to GCPE and to wish them both all the best in their new endeavors.

#### **EVAN LLOYD**

Deputy Minister,
Government Communications and Public Engagement – GCPE
<a href="mailto:evan.lloyd@gov.bc.ca">evan.lloyd@gov.bc.ca</a>
250 812 9153

From: Plank, Sarah GCPE:EX
Sent: October 17, 2018 12:07 PM

**To:** GCPE Comm Directors; GCPE Comm Managers

Cc: Zadravec, Don GCPE:EX; Zaharia, Sarah FIN:EX; LeGuilloux, Marg GCPE:EX; Pocock, Sharon GCPE:EX;

Venn, Tania GCPE:EX; Dalzell, Danielle GCPE:EX; Hannah, Matt GCPE:EX; Marriott, Sarah GCPE:EX;

Kouri, Rosa GCPE:EX

**Subject:** ACTION REQUIRED - Cabinet-First Nations Leadership Gathering

Attachments: TEMPLATE\_Issues Note\_Oct2018.docx; FNLG Meetings requested\_17Oct18.pdf

Follow Up Flag: Follow Up Flag Status: Flagged

#### Good afternoon everyone

The 5<sup>th</sup> annual B.C. Cabinet and First Nations Leaders Gathering (aka FNLG in these parts) is **November 28-30** this year. We are looking for your help please with a couple of things at this stage of our preparations.

#### **Issues Notes**

- As we do every year, all shops should supply relevant issues notes related to First Nations.
- Like UBCM, we want all issues notes in the same format, and have attached a template that we ask you to use.
- We anticipate that given prep for session and UBCM, you will have the vast majority of these already on hand, and this won't be a make-work project. If there are any specific issues you identify that need an issues note to be developed however, we would appreciate that you do that based on your assessment of what's needed to support ministers meeting with specific nations.
- Attached also is a list of the topics for which meetings have been requested to date, which may help to identify
  issues not already on your radar.
- **Timelines:** Please have your issues notes to us **by November 2**<sup>nd</sup> at the latest so that they are available to inform program prep for the one-on-one meetings as appropriate. If you need to update issues notes after that time, you can send us replacements notes as appropriate, and new ones if they crop up.

#### **Reconciliation Top Five**

- We'd also like to get what the 'Top Five' things each ministry is doing to promote reconciliation with First Nations. This gathering is First Nations-specific, rather than Indigenous, so we're looking for First Nations-specific items. If you don't have five things to share, or you have many more, that's fine just send what's appropriate. Our intention is to create a manageable inventory of positive examples of reconciliation in action that we can draw on for various materials.
- Sending us your news releases is fine, or a summary of the items, whichever works best.
- Timelines: Please provide these to us by November 2<sup>nd</sup> as well.

#### Q&A

- We will be working with the issues team on the hot issues prep in November, and may have additional asks related to that.
- In the meantime, if there are big issues you expect to come up, it would be very helpful for you to identify those so we can start a master Q&A.
- **Timelines:** Please send those to our attention as soon as you can, and/or when they are identified in the coming days. More to come on this as we get closer to the event date.

#### **Key Messages for Ministers**

- We will be preparing common key messages for all the ministers' binders on the 10-12 high-level ongoing topics
  of interest/concern for First Nations across government. Our office is taking a first cut at these, based on the
  messaging we already have for the various topics.
- **Timelines:** We will share them with you for your input near the end of October, and will look to finalize by Nov. 14<sup>th</sup>.

#### Announcements

- Any announcements to take place at FNLG must be done jointly with First Nations Leadership Council, so only
  work being done in partnership with the council would be appropriate, and would need agreement from First
  Nations Leadership Council to announce at that time.
- We have two or three potential options at this point for consideration, and discussion with the council.
- **Timelines:** If you have something you think would be appropriate and you would like to have considered for announcement at the gathering, please flag it for us **ASAP** so that we can bring it forward as an option for discussion.

\*\*Note: To make sure that nothing falls through the cracks on our end, I would ask you to please send anything related to FNLG to **Sharon Pocock**, **Tania Venn** and myself, **Sarah Plank**.\*\*

For your awareness, our team will have four people there, and Events and Media Relations will also have staff there. I don't anticipate there would be a need for folks from any of the other comms shops, but please touch base if you feel a strong need to have someone from your team there.

Thanks very much for your help!

Sarah

Sarah Plank

Communications Director | Ministry of Indigenous Relations & Reconciliation Government Communications & Public Engagement

Office: 250.952.1889 | Mobile: 250.208.9621 | Email: sarah.plank@gov.bc.ca

From: Kerrigan, Andrea GCPE:EX
Sent: October 18, 2018 12:02 PM

To: GCPE All Staff

Subject: EVENT: Premier's Awards Regional Finalists Viewing Party TODAY!

Hello Everyone,

Just a reminder that we are hosting a viewing party today for the <u>Premier's Awards</u> Regional Finalists (Interior and Northern BC) from **2 – 3pm at <sup>s.15</sup>**Come stop by to watch the live webcast of the awards ceremony and have a treat. There will be door prizes as well, so don't forget to put your name in the draw box (will be set up outside the room). The draw will take place before the end of the webcast (around 2:45pm).

Don't miss out on this opportunity to celebrate the great things that folks do in the BC Public Service!

Take care, Andrea Kerrigan



#### Andrea Kerrigan

Strategic Talent Services and Engagement Officer Government Communications and Public Engagement Direct | 250.812.3564 Email | andrea.kerrigan@gov.bc.ca



From: Zaharia, Sarah GCPE:EX
Sent: October 22, 2018 9:41 AM

**To:** Johnston, Karen GCPE:EX; Kouri, Rosa GCPE:EX

Cc: LeGuilloux, Marg GCPE:EX

**Subject:** RE: Are other ministers doing this?

Marg is back in the office today so I'm sending it her way.

----Original Message-----

From: Johnston, Karen GCPE:EX

Sent: Monday, October 22, 2018 9:15 AM To: Zaharia, Sarah GCPE:EX; Kouri, Rosa GCPE:EX

Subject: Are other ministers doing this?

Note from Paula G

Hi Karen, wondering about MKC/MSKC doing a short statement welcoming new mayors and council and looking forward to talking to them about childcare, similar to what they did in Housing?

Sent from my iPhone

From: Zadravec, Don GCPE:EX

Sent: October 22, 2018 10:00 AM

To: LeGuilloux, Marg GCPE:EX

Cc: Zaharia, Sarah FIN:EX

Subject: Re: UBCM speech

I didn't.

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

On Oct 22, 2018, at 9:55 AM, LeGuilloux, Marg GCPE:EX < Marg.LeGuilloux@gov.bc.ca > wrote:

Hi.

Did either of you send this out to my CDs?

#### Marg LeGuilloux

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

From: Aaron, Sage PREM:EX

Sent: Tuesday, October 2, 2018 7:42 PM

To: Zadravec, Don GCPE:EX; LeGuilloux, Marg GCPE:EX; Zaharia, Sarah GCPE:EX

Subject: UBCM speech

From: Lauvaas, Kirsten GCPE:EX
Sent: October 22, 2018 1:23 PM

To: Croft, Robyn J GCPE:EX; Gibbs, Robb GCPE:EX; Devereux, Rick GCPE:EX; Cox, Michael GCPE:EX;

Copeland, Kimberly GCPE:EX

Cc: Wright, Brendan GCPE:EX; Johnston, Karen GCPE:EX; LeGuilloux, Marg GCPE:EX; Kouri, Rosa GCPE:EX

**Subject:** DATE: Prototype Sites Event & NR

Hi All,

We were initially aiming to announce the following (Universal Child Care Prototype Sites) at the end of November/early December; however, the contract signing is going well so we'd like to move this date up in the calendar.

As this event will involve the federal government and PJH, checking to see whether the afternoon of either Thursday Nov. 15 or Friday Nov. 16 may work? MKC will be in Victoria for an event on the morning of Nov. 16, so we could have the event at a Victoria location or plan her travel so she can be in the Lower Mainland in the afternoon. I believe our MO has spoken to Sage about potential dates as well.

				7	(37.55
CFD-87525 updated 0 minutes ago	Changed	Nov 15-16 TBC	Event & NR: Minister visit one of the succe that will convert ap (\$200/month) space	st Prototype (Pilot) Child er Duclos (or designate), cessful proponents of the proximately 1,800 existin es for families. Successfu g contracts with successfu	Premier Horgan a new Universal Pr g child care spac I sites have been

Please let us know if either date option could work.

Thanks,

#### Kirsten Lauvaas

Government Communications and Public Engagement Ministry of Children and Family Development

Ph: 250 356-1553 | Cell: 250 213-5572

From: Richards, Erin PREM:EX
Sent: October 23, 2018 10:28 AM

**To:** Zaharia, Sarah FIN:EX; Zadravec, Don GCPE:EX; LeGuilloux, Marg GCPE:EX; Lowe, Mike GCPE:EX;

Gibbs, Robb GCPE:EX

Cc: Aaron, Sage PREM:EX
Subject: CASA Boilerplate
Attachments: CASA Boilerplate.docx

Hi all,

As promised, here is the CASA boilerplate for joint news releases. Please let me know if you have any questions.

Thanks,

Erin Richards, Communications Assistant
Office of the Premier | Government of BC
501 Belleville St, Victoria, BC V8V 2L8 | 250-896-6322

From: Lloyd, Evan GCPE:EX

**Sent:** October 24, 2018 11:35 AM

**To:** GCPE All Staff **Subject:** Staffing changes

Please note that further to the appointment of Eric Kristianson as ADM, office of the premier, there are other changes to GCPE's Strategic Issues division.

Effective Oct 29, Tim Howlett will assume the position of Executive Director, Issues Management. Outgoing Executive Director Matt Hannah will be taking a position with the government caucus as director of issues management and strategic initiatives.

Please join me in wishing both Tim and Matt all the best in their new jobs.

#### **EVAN LLOYD**

Deputy Minister,
Government Communications and Public Engagement – GCPE
<a href="mailto:evan.lloyd@gov.bc.ca">evan.lloyd@gov.bc.ca</a>
250 812 9153

From: Gibbs, Robb GCPE:EX
Sent: October 24, 2018 5:52 PM

To: Kouri, Rosa GCPE:EX; Devereux, Rick GCPE:EX; Johnston, Karen GCPE:EX; Lauvaas, Kirsten GCPE:EX;

Massey, Christine MCF:EX; Dalzell, Danielle GCPE:EX; LeGuilloux, Marg GCPE:EX; Gunn, Paula MCF:EX;

Sharma, Niki MCF:EX; Arora, Jasleen MCF:EX

**Subject:** Just to iron things out

Importance: High

Hi all,

My head is currently schploding with all this to-ing and fro-ing.

Having now talked to the PO just this second, I can confirm that we're on the 9<sup>th</sup>, and that we're going to do it at the Surrey location (Paula, slight change there). So KJ et al, please reach out to them.

In terms of materials, I would like the Ministry GCPE to take the time they feel necessary to get the quality where we need it. I'll deal with the PO re the deadlines. That said, perhaps KJ and I can talk offline about realistic deadlines. But this announcement is critical so let's make sure the quality is there.

Tks,

Robb

**Robb Gibbs** 

ADM – Strategic Communications Government Communications & Public Engagement

P: 1-778-698-7469 C: 1-778-584-1242

From: Porter, Rodney GCPE:EX

Sent: October 25, 2018 10:19 AM

To: LeGuilloux, Marg GCPE:EX

**Subject:** FW: classroom incident messaging

Attachments: Key Messages that were sent to CBC reporter Tina Lovgreen.docx

#### Is the university looking into changing its emergency protocol?

We are committed to continual improvement, which includes reviewing all incidents. The emergency response services of Campus Public Safety are guided by best practices in Canadian public post-secondary and operationally by the SFU Comprehensive Emergency Management Plan (CEMP), which is regularly reviewed. SFU regularly conducts emergency training, drills and exercises which Campus Public Safety participates in, as do our other campus stakeholders. Some of this is conducted in partnership with the Justice Institute of British Columbia and Emergency Management British Columbia.

#### What should students do if they see a medical or any kind of emergency on campus, even during an exam?

Anyone who sees an emergency on campus should call Campus Public Safety from their phone or use the emergency blue-light stations across Burnaby campus. They can also call 911. As Campus Public Safety are already on campus they can attend to an emergency more quickly.

# What kind of training are staff, faculty, TAs or anyone who is overseeing an exam receive in terms of how to deal with a medical emergency?

In the case of an emergency, we ask anyone observing to call Campus Public Safety (which is staffed 24/7) and 911. SFU provides emergency response guidelines and resources as part of all new-hire orientation for faculty and staff. SFU also provides a series of free CPR and AED training workshops throughout the year. These are open to all students, faculty and staff.

From: Lowe, Mike GCPE:EX

Sent: October 25, 2018 4:23 PM

To: GCPE Comm Directors

Subject: Upcoming change: Finance

Hi folks – I wanted to let you all know that David Currie has accepted a new position outside government. His last day with GCPE will be Nov. 9.

I want to take this opportunity to thank David for his stellar work over the last 15 months as Communications Director in the Ministry of Finance, and for all his work over a long career with GCPE. David has been a thoughtful leader of his team and advisor to the Minister and her office, and helped shape government's economic message for the people of B.C.

With work already under way towards Budget 2019, we will be moving quickly to find a new Communications Director for the Ministry of Finance. To that end, you'll see an internal Expression of Interest for this position go out shortly. I would encourage anyone who is interested in taking on this challenging role to put their name forward for consideration.

Mike

**Mike Lowe** | ADM, Communications Operations Government Communications and Public Engagement

Desk: 778-698-7411 Cell: 778-584-1247

From: Lowe, Mike GCPE:EX

Sent: October 26, 2018 4:35 PM

To: GCPE Comm Directors

Cc: Sherlock, Stephanie GCPE:EX

**Subject:** UPDATED: Issues Manager assignments

Hi everyone - further to Evan's note earlier this week announcing that Matt Hannah is moving to a new position and Tim Howlett is taking on the lead role on the Issues team, here is the updated list of issues Manager assignments:

Tim Howlett, Director - 250.208.4828

Leila Farmer - 250.208.9547

- Finance
- •Indigenous Relations & Reconciliation
- Environment
- •Energy, Mines & Petroleum Products

Aileen Machell - 778.584.0257

- •Transportation & Infrastructure
- Children & Families
- Public Safety & Solicitor General
- Citizen Services
- •Tourism, Arts & Culture

Sarena Talbot - 250.893.5218

- Municipal Affairs & Housing
- Jobs, Trade & Technology
- Forests, Lands, & Natural Resources
- Labour
- Social Development & Poverty Reduction

Sarah Marriott - 250.361.8416

- Agriculture
- Health
- •Mental Health & Addictions
- Attorney General
- Education
- Advanced Education

From: Croft, Robyn J GCPE:EX
Sent: October 29, 2018 10:03 AM

**To:** GCPE Comm Directors; GCPE Comm Managers

Cc: Copeland, Kimberly GCPE:EX; Cox, Michael GCPE:EX; Croft, Robyn J GCPE:EX

Subject: FOLLOW-UP (Due today): Premier Requested field to be filled in on event entries in Corp Cal

Good morning, can you please advise if your team has **NOT** had time to check and update your announcement entries (just those that will be events) to fill out the the **Premier Requested field** in Corp Cal? We'll be running some reports shortly for a meeting so I just need to know who wasn't able to forward this onto their teams on Friday or get this done.

NOTE: Please remind staff if it's a News Release only entry (govt) then don't fill in the Premier Requested field as this is not applicable – a few entries were done that way on Friday for some reason, but we fixed them.

Many thanks, Robyn 778 698 3498

From: Croft, Robyn J GCPE:EX

Sent: Friday, October 26, 2018 9:54 AM

To: GCPE Comm Directors <PABDirectors@Victoria1.gov.bc.ca>; GCPE Comm Managers

<PABCOMM@Victoria1.gov.bc.ca>

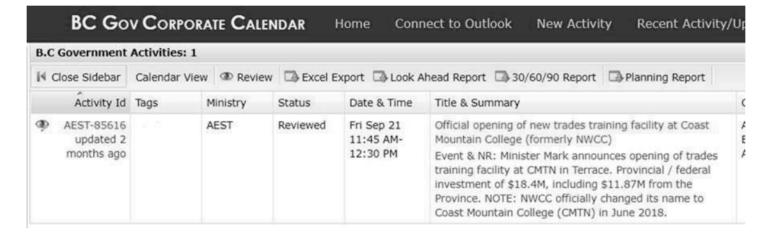
Cc: Devereux, Rick GCPE:EX <Rick.Devereux@gov.bc.ca>; GCPE Cabinet Priorities <GCPECABP@Victoria1.gov.bc.ca>

Subject: Corp Cal Process Reminder: Premier Requested field to be filled in on event entries

Hi CDs and Mgrs, I just did a bit of an audit in the Corp Cal system and a large amount of the event entries for **government-related announcements** under **Proposed Event** or **Approved Event** category do <u>not</u> have the **Premier Requested field** filled in (see July 27<sup>th</sup> email below to all comms staff asking that this process be followed). Please have your staff review and update all of their announcement entries **by Monday morning** which will be an event (the field is located on the bottom right-hand side of the form in the Event section).

This field shows up in reports we run from the system for planning purposes so therefore should always be filled in on event entries. This does not replace the formal request process for the Premier's attendance but it provides an early indicator that you will (or may) be submitting a request. This is a sortable/filterable field in the grid view, which you can see in the example below. Unfortunately, this process has not been followed consistently but I'm hoping with your assistance we can turn that around ASAP with regular reminders to your teams on this process.

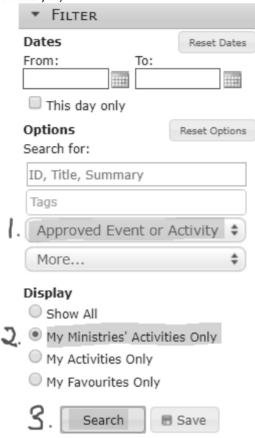
Example:



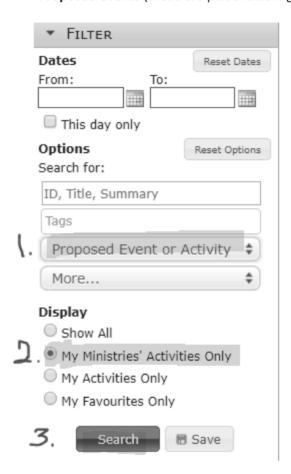
The quick way to search for these is to follow these steps and look down the column in your search results for the Premier Requested field shown above in 'grid view' on home screen. If it is blank, it has not been filled in.

#### Approved events:

on a specific date yet)



Proposed events (these are placeholders generally not



Thanks in advance, Robyn

From: Croft, Robyn J GCPE:EX Sent: Friday, July 27, 2018 3:32 PM

To: GCPE Communications Operations < ComDiv@Victoria1.gov.bc.ca>

Cc: GCPE Cabinet Priorities <GCPECABP@Victoria1.gov.bc.ca>

Subject: CORP CAL Info re: Premier Requested field

Importance: High

Hello all,

Please see request below regarding the Premier Requested field. Managers, please follow-up with your teams to ensure everyone is aware of and is following these process changes going forward.

If the **Premier** will be requested for an event, you must now update that field in the event section so it shows up in our reports. This does not replace the formal request process. Once you have heard back from PO on a request, then update the status of this field to the appropriate selection shown below. There is a quick way to scan for these when you are in Corp Cal by filtering on Proposed Events or Approved Events. If you're not sure how to do that, just ask and I'll show you – it's very easy.

#### Example:

#### **Event**



Thanks for your cooperation! Robyn

Page 32 of 48 to/à Page 33 of 48

Withheld pursuant to/removed as

From: Gibbs, Robb GCPE:EX
Sent: October 30, 2018 11:55 AM

To: Corns, Paul GCPE:EX; MacDonald, Alex MMHA:EX; LeGuilloux, Marg GCPE:EX

Cc: Jones, JJ GCPE:EX
Subject: RE: Comms Plan

Well, I can pretty much guarantee that we're not going to have a coms plan by November 7.

Tks,

Robb

Robb Gibbs

ADM – Strategic Communications

Government Communications & Public Engagement

P: 1-778-698-7469 C: 1-778-584-1242

From: Corns, Paul GCPE:EX

Sent: Tuesday, October 30, 2018 11:43 AM

To: Gibbs, Robb GCPE:EX; MacDonald, Alex MMHA:EX; LeGuilloux, Marg GCPE:EX

Cc: Jones, JJ GCPE:EX Subject: RE: Comms Plan

The ministry is committed to submitting to TB Staff on  $14^{th}$  and would like to have a completed draft for review by the  $7^{th}$ .

, . Paul

From: Gibbs, Robb GCPE:EX

Sent: Tuesday, October 30, 2018 11:23 AM

To: Corns, Paul GCPE:EX; MacDonald, Alex MMHA:EX; LeGuilloux, Marg GCPE:EX

Cc: Jones, JJ GCPE:EX Subject: RE: Comms Plan

Hi,

Why the November 7 deadline?

Tks,

Robb

Robb Gibbs

ADM - Strategic Communications

Government Communications & Public Engagement

P: 1-778-698-7469

#### C: 1-778-584-1242

From: Corns, Paul GCPE:EX

**Sent:** Tuesday, October 30, 2018 10:29 AM

To: MacDonald, Alex MMHA:EX; Gibbs, Robb GCPE:EX; LeGuilloux, Marg GCPE:EX

Cc: Jones, JJ GCPE:EX Subject: RE: Comms Plan

Thanks Alex. We would like to have a plan completed by November 7<sup>th</sup>. Keeping Marg connected to this discussion. Paul

From: MacDonald, Alex MMHA:EX

Sent: Tuesday, October 30, 2018 10:27 AM

To: Gibbs, Robb GCPE:EX

Cc: Corns, Paul GCPE:EX; Jones, JJ GCPE:EX

Subject: Comms Plan

So now that we've gone past the working group we will need to have a comms plan for the TB submission.

Should we discuss before the end of the week?

-Alex

From: Porter, Rodney GCPE:EX

Sent: October 30, 2018 12:23 PM

To: LeGuilloux, Marg GCPE:EX

Subject: Fwd: media response

#### Begin forwarded message:

From: "Marriott, Sarah GCPE:EX" < Sarah. Marriott@gov.bc.ca>

Date: October 30, 2018 at 12:18:31 PM PDT

To: "Porter, Rodney GCPE:EX" < Rodney.Porter@gov.bc.ca>

Cc: "Snoddon, Michael AEST:EX" < Michael.Snoddon@gov.bc.ca >, "Howlett, Tim GCPE:EX"

<<u>Tim.Howlett@gov.bc.ca</u>>
Subject: RE: media response

Our advice below – signed off. Please state explicitly that it's on background. Thanks,

Mike Eso will be providing a bit of extra capacity in the Minister's Office as we work to deliver on our mandate. As an advisor, he is on a short-term, full-time contract to the end of February 2019, and his focus will be on overall policy development and implementation. Compensation is in line with government policy.

From: Youngs, Kirsten R GCPE:EX Sent: October 30, 2018 1:14 PM

To: Infante, James MCF:EX; Squance, Leah SDPR:EX; Tombs, Brenda SDPR:EX; Van Wensem, Casey

SDPR:EX; Hold - 190617 - McKnight, Valerie SDPR:EX

Cc: Anderson, Maryann SDPR:EX; Kropp, Roxanne GCPE:EX; LeGuilloux, Marg GCPE:EX

Subject: RE: For MO: Statement & MLA pkg for Indigenous Disability Awareness Month - Nov 1

Awesome – thanks for confirming.

From: Infante, James SDPR:EX

Sent: Tuesday, October 30, 2018 1:08 PM

To: Squance, Leah SDPR:EX; Youngs, Kirsten R GCPE:EX; Tombs, Brenda SDPR:EX; Van Wensem, Casey SDPR:EX;

McKnight, Valerie SDPR:EX

Cc: Anderson, Maryann GCPE:EX; Kropp, Roxanne GCPE:EX; LeGuilloux, Marg GCPE:EX

Subject: RE: For MO: Statement & MLA pkg for Indigenous Disability Awareness Month - Nov 1

I have also confirmed MLA Mitzi Dean will be reading out the statement in the house and MLAs and Minister have received their pins and have been encouraged to wear them.

Thanks again!

James

From: Squance, Leah SDPR:EX Sent: October 30, 2018 1:04 PM

To: Youngs, Kirsten R GCPE:EX; Infante, James SDPR:EX; Tombs, Brenda SDPR:EX; Van Wensem, Casey SDPR:EX;

McKnight, Valerie SDPR:EX

Cc: Anderson, Maryann GCPE:EX; Kropp, Roxanne GCPE:EX; LeGuilloux, Marg GCPE:EX

Subject: RE: For MO: Statement & MLA pkg for Indigenous Disability Awareness Month - Nov 1

Thanks very much for this. It's great, and James has had it distributed to MLAs.

From: Youngs, Kirsten R GCPE:EX

Sent: Monday, October 29, 2018 12:26 PM

To: Squance, Leah SDPR:EX; Infante, James SDPR:EX; Tombs, Brenda SDPR:EX; Van Wensem, Casey SDPR:EX;

McKnight, Valerie SDPR:EX

**Cc:** Anderson, Maryann GCPE:EX; Kropp, Roxanne GCPE:EX; LeGuilloux, Marg GCPE:EX **Subject:** For MO: Statement & MLA pkg for Indigenous Disability Awareness Month - Nov 1

Hello all,

Here is the statement and MLA package for Thursday, Nov. 1.

I understand you will confirm who will be reading the statement in the House and whether the MLAs have received their pins.

Cheers, Kirsten

#### Kirsten Youngs, MAIIC | Communications Manager

Ministry of Social Development and Poverty Reduction Government Communications and Public Engagement T: (250) 356-0543 | C: (250) 858-0555

From: Porter, Rodney GCPE:EX

Sent: October 30, 2018 1:21 PM

To: Snoddon, Michael AEST:EX

Cc: Marriott, Sarah GCPE:EX; LeGuilloux, Marg GCPE:EX; Baskerville, Shannon AEST:EX; Fernandes,

Jennifer GCPE:EX

**Subject:** RE: Media Request: New ministerial advisor

#### Two follow-up questions:

- Considering I'm unfamiliar with "ministerial advisor" jobs, I'd like to know his actual contracted salary please and not just a statement about how it is in line with government policy?
- Also, is he still the president of the Victoria Labour Council and hold his other jobs or has government required them to be relinquished in order to be employed with the province?

#### Reporter

Rob Shaw, Reporter PRESS GALLERY rshaw@postmedia.com 250-953-5932 c: 250-893-0841

Deadline Tuesday, October 30, 2018 12:00 PM

#### Request

Quick Q: What is this job for Michael Eso? I'm unclear with a ministerial advisor is. I know ministerial assistant, for example, but not this one.

Is it a full time job? Does it come with pay? What are the terms of reference or job duties? http://www.bclaws.ca/civix/document/id/oic/oic\_cur/0583\_2018

#### **Background**

#### Recommendation

From: Dalzell, Danielle GCPE:EX
Sent: October 30, 2018 6:30 PM

**To:** Finn, Heather GCPE:EX; Kouri, Rosa GCPE:EX; Thaw, Sara GCPE:EX; Jones, JJ GCPE:EX

Cc: Gibbs, Robb GCPE:EX; Zaharia, Sarah FIN:EX; Zadravec, Don GCPE:EX; LeGuilloux, Marg GCPE:EX

**Subject:** Approved Interim Deadline Proposal

Hi Team,

Below are approved (by Sage and Kate) interim deadlines for PO until December 1st, at which point we can move to 7 working days.

- 1. Have materials to PO 7 days in advance (rather than 7 working days)
- 2. When events are confirmed within the 7 day deadline period, Cabinet Priorities has 2 working days to get materials from the associated GCPE shop and draft/edit materials and send up to PO.
- 3. Have 5pm deadlines for products.
- 4. Do not have deadlines moved up once established.

Note that this is with the understanding that we will deliver 7 working days in advance whenever possible.

Let me know if you have any questions.

Thank you!

Danielle Dalzell

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

From: LeGuilloux, Marg GCPE:EX Sent: October 23, 2018 3:49 PM

To: Anderson, Kristy HLTH:EX; Anderson, Maryann SDPR:EX; Berndt, Eric GCPE:EX; Fernandes, Jennifer

GCPE:EX; Filion, Corinna GCPE:EX; Heinze, Laura R HLTH:EX; Johnston, Karen GCPE:EX; Lauvaas, Kirsten GCPE:EX; Larabee, Shawn G GCPE:EX; Leslie, Sean GCPE:EX; Corns, Paul GCPE:EX; Porter,

Rodney GCPE:EX (Rodney.Porter@gov.bc.ca); Thistle-Walker, Carlene GCPE:EX

(Carlene.ThistleWalker@gov.bc.ca); Youngs, Kirsten R GCPE:EX

**Subject:** Prem's UBCM speech

Attachments: 20180914 UBCM Check Against Delivery.pdf; 20180914 UBCM Check Against Delivery.docx

Hi.

You are all encouraged to cherry-pick language specific to your subject areas, if at all useful for your Comms material going forward.

Thx.

#### Marg LeGuilloux

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

From: LeGuilloux, Marg GCPE:EX

Sent: October 26, 2018 3:31 PM

To: Lowe, Mike GCPE:EX

**Subject:** RE: Beyond the Hype conference

Sorry, missed that – will get you some names Monday.

#### Marg LeGuilloux

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

From: Lowe, Mike GCPE:EX

Sent: Friday, October 26, 2018 2:42 PM

To: Zadravec, Don GCPE:EX; LeGuilloux, Marg GCPE:EX

**Subject:** RE: Beyond the Hype conference

Hi Don and Marg – we didn't get a chance to bring this up at our meeting this week.

Have you selected two people who could benefit most from being offered the opportunity to attend this conference? (Sarah sent me two names from her area already).

Thx. Mike

From: Lowe, Mike GCPE:EX

Sent: Tuesday, October 16, 2018 3:53 PM

To: Zaharia, Sarah GCPE:EX <Sarah.Zaharia@gov.bc.ca>; Zadravec, Don GCPE:EX <Don.Zadravec@gov.bc.ca>;

LeGuilloux, Marg GCPE:EX <Marg.LeGuilloux@gov.bc.ca>

Subject: Beyond the Hype conference

Hi folks – as discussed at our HR meeting this afternoon, GCPE has purchased a number of tickets to Beyond the Hype 2018 – a one-day conference by CPRS-VI at Royal Roads on Nov. 23 - with the intention that it is a good PD opportunity for Comm Ops staff.

As was suggested in our discussion, I'd like you each to recommend two people from your division who you think would benefit from attending. Probably CDs, but could be CMs if that is your recommendation. We'll also put a call out to all staff in the division for interest in the last couple of tickets available, and pick people lottery-style for those tickets (perhaps in our call for people to put their name forward, we could say a prerequisite is that attending should satisfy one of their MyPerformance learning goals... thoughts on that?)

Here's the link to the day's program so you can see what's on offer to help you recommend who should attend: https://www.cprs-vi.org/program

Please bring your recommendations to our weekly meeting next Tuesday at 3pm.

Thanks all.

Mike

Mike Lowe | ADM, Communications Operations Government Communications and Public Engagement

Desk: 778-698-7411 Cell: 778-584-1247

From: LeGuilloux, Marg GCPE:EX Sent: October 26, 2018 3:36 PM

To: Anderson, Kristy HLTH:EX; Anderson, Maryann SDPR:EX; Filion, Corinna GCPE:EX; Johnston, Karen

GCPE:EX; Corns, Paul GCPE:EX; Porter, Rodney GCPE:EX (Rodney.Porter@gov.bc.ca)

**Subject:** Interested in this one-day conf ?? Pls respond ASAP

Importance: High

#### Hi folks.

Re tickets to Beyond the Hype 2018 – a one-day conference by CPRS-VI at Royal Roads on Nov. 23 GCPE has a few tix available for the below – pls send me a note before NOON MONDAY if you would like to attend – we can send two CDs from the Social ministries, so let me know if interested/avail.

Thx much. (Or if not a CD, let me know if you'd like to recommend one of your Mgrs be considered.) Thx.

### https://www.cprs-vi.org/program



#### Marg LeGuilloux

Executive Director, Communications Social Ministries

Government Communications and Public Engagement Government of British Columbia Cell: 778-584-1259

Office: 778-698-8926 marg.leguilloux@gov.bc.ca

From: LeGuilloux, Marg GCPE:EX Sent: October 29, 2018 2:35 PM

To: Anderson, Kristy HLTH:EX; Anderson, Maryann SDPR:EX; Filion, Corinna GCPE:EX; Johnston, Karen

GCPE:EX; Corns, Paul GCPE:EX; Porter, Rodney GCPE:EX (Rodney.Porter@gov.bc.ca)

**Subject:** A Break Week Request

### Hello folks.

I would very much like to request that each of you look at your 'break week' schedules, and consider if you could possibly take some days off in that week?

I know that unfortunately some of you will be facing a tsunami of events, but for others, you may have just an event that will be well in hand and this could be an opportunity to re-charge a bit going into the final stretch of 2018. Thx for turning your minds to considering your possibilities.



#### Marg LeGuilloux

Executive Director, Communications Social Ministries

Government Communications and Public Engagement Government of British Columbia

Cell: 778-584-1259 Office: 778-698-8926 marg.leguilloux@gov.bc.ca

Τ

From: LeGuilloux, Marg GCPE:EX
Sent: October 30, 2018 10:50 AM

**To:** Gibbs, Robb GCPE:EX; Kristianson, Eric PREM:EX **Subject:** FW: Media Request: New ministerial advisor

Importance: High

fyi

#### Mara LeGuilloux

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

From: Porter, Rodney GCPE:EX

Sent: Tuesday, October 30, 2018 10:40 AM

To: Snoddon, Michael AEST:EX

Cc: Marriott, Sarah GCPE:EX; LeGuilloux, Marg GCPE:EX; Baskerville, Shannon AEST:EX; Iliffe, Liam AEST:EX

Subject: Media Request: New ministerial advisor

Importance: High

Press galley is asking about Mike Eso's roll. Should I direct to caucus?

### Reporter

Rob Shaw, Reporter PRESS GALLERY rshaw@postmedia.com 250-953-5932 c: 250-893-0841

Deadline Tuesday, October 30, 2018 12:00 PM

#### Request

Quick Q: What is this job for Michael Eso? I'm unclear with a ministerial advisor is. I know ministerial assistant, for example, but not this one.

Is it a full time job? Does it come with pay? What are the terms of reference or job duties? http://www.bclaws.ca/civix/document/id/oic/oic\_cur/0583\_2018

### Background

#### Recommendation

From: LeGuilloux, Marg GCPE:EX
Sent: October 30, 2018 5:03 PM
To: Johnston, Karen GCPE:EX
Subject: Child care wkg group

Is there a mtg Nov. 6? Could you pls forward me mtg invite if you've rec'd

Sent from my Samsung Galaxy smartphone.

From: LeGuilloux, Marg GCPE:EX Sent: October 31, 2018 4:26 PM

To: Johnston, Karen GCPE:EX; Lauvaas, Kirsten GCPE:EX

Cc: Dalzell, Danielle GCPE:EX

**Subject:** Additional bit of info for CC NR pls

Hi there. In reviewing the material sent to Rosa for the CC announcement, I think a small bit of additional info would be helpful to the media/public – many parents hearing about the pilot sites will immediately want to know how they get in on this. Proactive messaging to try to head people off at the pass would be helpful.... a line in the NR and maybe also in the Backgrounder that lists the specific facilities. (Also added into the Q&A doc pls.)

#### Q. I'm a parent that wants to get my child into one of these pilot sites. How do I do this?

I'll leave the answer to MCFD folks. It'll likely be a Q from reporters, and might save on a lot of calls to address up front. Thx all.



#### Marg LeGuilloux

Executive Director, Communications Social Ministries

Government Communications and Public Engagement Government of British Columbia

Cell: 778-584-1259 Office: 778-698-8926 marg.leguilloux@gov.bc.ca