

Maranda, Pierrette IGRS:EX

From: Maranda, Pierrette IGRS:EX
Sent: Friday, February 27, 2015 7:06 PM
To: Sigurdson, Judi IGRS:EX
Cc: Fairley, Bryant D IGRS:EX; Smith, Grant H IGRS:EX; Haney, Donald IGRS:EX; Brubacher, Kelly IGRS:EX; Dawes, Sandra IGRS:EX; Mercier, Veronique IGRS:EX
Subject: Fed-Prov Issues

Judi:

As mentioned, there is now a flurry of activities on the domestic front – both in the fed-prov area, and in the interprovincial area – and I would like you to be part of the team that works on these. In the coming weeks/months there will be:

- a COF planning session in Newfoundland^{s.22} followed the week after by
- the WPC^{s.16}
- s.16
- COF (mid-July)
- s.16

And you have the PNWER annual Summit in July as well.

Judi: Thanks for joining the team this afternoon and you, Grant and Don should discuss how to best share the responsibilities. Obviously, I can be part of this discussion as well but I am leaving it to the team to decide if you want me in these discussions about who should be doing what.

Bryant: you might need to get involved in PNWER as well as we need all the help we can get in the coming weeks and months.

Kelly and Sandra: please make sure Judi is informed of when there are conf calls on COF, WPC, NWP, and BC-AB joint Cabinet meeting.

Thanks
Pierrette

Maranda, Pierrette IGRS:EX

From: Maranda, Pierrette IGRS:EX
Sent: Monday, March 2, 2015 10:36 AM
To: Carr, Helen IGRS:EX
Cc: Ouellette, Marc-Andre IGRS:EX; Elliott, Genevieve IGRS:EX; Saini, Sukie IGRS:EX
Subject: Welcome to the BC Public Service; Oath and Orientation

Helen:

The IGRS-PSA arrangement for the program mentioned above is to continue for a year.

Can you advise PSA please.

Thanks

Pierrette

Maranda, Pierrette IGRS:EX

From: Maranda, Pierrette IGRS:EX
Sent: Friday, March 6, 2015 8:12 AM
To: Mentzelopoulos, Athana JTST:EX
Subject: For Approval : Pacific Relations Digest
Attachments: AP Newsletter March 2015.pdf

Athana:

We produced a few issues/year of the Pacific Relations Digest on emerging issues around the Pacific Rim. It provides geo-political info to Ministries to assist when considering government-to-government relationships with Asia.

Are you OK with me sending it to Ministries.

Thanks

Pierrette

Maranda, Pierrette IGRS:EX

From: Maranda, Pierrette IGRS:EX
Sent: Saturday, April 11, 2015 11:11 AM
To: Mentzelopoulos, Athana JTST:EX
Subject: PS Mike Bernier Qc Climate Change Summit

Athana:

I received an email confirming that Qc PO considers PS Mike Bernier to be PCC's representative and may act in this capacity at the Summit (eg presentation).

Pierrette

Maranda, Pierrette IGRS:EX

From: Maranda, Pierrette IGRS:EX
Sent: Friday, April 17, 2015 6:52 PM
To: Elliott, Genevieve IGRS:EX; Ouellette, Marc-Andre IGRS:EX
Cc: Hofer, Jelene A IGRS:EX; Peterson, Melanie IGRS:EX; Robertson, Glenda J IGRS:EX; Blackstone, Samantha C FIN:EX; McLean, Gordon FIN:EX; Mercier, Veronique IGRS:EX
Subject: Re: Update: Congratulatory Messages System: Design Project

Great work! Very encouraging! Thanks

From: Elliott, Genevieve IGRS:EX
Sent: Friday, April 17, 2015 5:09 PM
To: Ouellette, Marc-Andre IGRS:EX
Cc: Maranda, Pierrette IGRS:EX; Hofer, Jelene A IGRS:EX; Peterson, Melanie IGRS:EX; Robertson, Glenda J IGRS:EX; Blackstone, Samantha C FIN:EX; McLean, Gordon FIN:EX; Mercier, Veronique IGRS:EX
Subject: Update: Congratulatory Messages System: Design Project

Hi MAO,

Jelene Hofer, Melanie Peterson, Glenda Robertson and I have been working on the new Congratulatory Messages System with Samantha Blackstone & Gordon McLean, from IMB, since October 2014. Jelene and Mel from a user perspective, Glenda from a technical (and user) perspective, myself as the business sponsor, Gordon as the project director and Samantha as the project manager (she is leading our group through this project). We have accomplished a major milestone in the project and our work will now be turned over to the IMB program developers. Our team has worked very hard and diligently since initiation. We work very well as a team. Once the program developers are complete at the end of July, IMB will provide us with an estimate to complete the project. We are still months away from having a completed Congratulatory Messages System but we are very excited about accomplishing this milestone and we are looking forward to the completion of this project.

Project Deliverables:

1. *Risk Register - COMPLETE*
2. *Function Diagram - COMPLETE*
 - High level overview of correlation between use cases and functions of system. (lots of post-it notes)
3. *User Interface Design Document, which includes:*
 - Page flow diagram - *COMPLETE*
 - Screen mockups - *COMPLETE*
 - Field information (label, type, default value, display format, etc) - *COMPLETE*
 - Button information (label, behaviour) - *COMPLETE*
4. *Technical Design Document, which includes:*
 - Diagrams: Infrastructure Architecture, Software Application Architecture
 - External Interfaces Description
 - Description: Reporting Description, Database Description, Authentication and Authorization, Physical Data Model, Business Rules, Report, Auditing and Logging
5. *Detailed Estimates of Effort (for IMB staff only).*

Estimates will be for: completion of work, relevant research, completion of documentation, attendance of meetings, etc. Estimates are to cover the following phases:

- Development
 - Development system code
 - Completion of *Code Review Checklist*^[1]
 - System testing
- Testing
 - Development of *Test Plan*
 - UAT and other testing
- Deployment
 - Deployment of system
 - Creation of *Training Plan* (if required)
 - Creation of *User Guide*
 - Completion of *Technical Support Guide*
 - Creation of *Operations Support Guide*

Sincerely,

Genevieve Elliott

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^[1] Caveat: if *Code Review Checklist* template is completed by this time.