

Date

May 1

Kelly
Gordon

UBCM

(Jason)

- Kelly to send url
Public + Admin site for munis
to register for mtgs w govt
↳ for Premier/Gov

need to → reg. opens April 28
tell dates cutoff May —

↳ go live ≈ mid-late June
→ reg starts

To Do late reg
cut off — no further opp. to reg.

→ Kelly to send past dates

To Do letter to all munis re: UBCM
+ invitation code

→ letter from Premier?
before end June

To Do confirm dbase of munis

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To Do confirm list of Ministries / ^{Date}
→ Paul Sec?

To Do confirm who org Min mtgs
based on requests

① SCHEDULING ② updates Admin website
+ ③ preps materials / issues
+ ④ responds via email

To Do add contact from PO to
Admin

To Do provide list of mtg rooms

To Do review response email
templates

VC to email Gordon / Kelly
re: MB lead, will
respond to Qs

→ will be
in touch
next
week

Jasun

no major
structural
OS → SO
"two weeks",

Date May 1

Danny

- calendar for GM

~~Admin~~

- Admin focused staff mtg
→ share / coord work

- career ~~planning~~

Now Resp. for :

→ operations of office
→ project / fac / tech mgt

- siloed - don't know what
others do, how
to add value

Mira ^{Don} - role in events?
- greeting / notes

incl
cpts

May 1

Stat Planning - VCOPurpose

- prov. acc / service support for PJ# + Cab. mtgs - int/ext
- fin mgt / accounting - Po bgt
- Identifying opp. ^{VPA} ~~for~~ outreach stakeholder issues for stat. follow up
- supporting travel ~~to~~ PJ# + accounting → ensuring good fin. mgt / transpar. / accountability
- facilities mgt @ VCO + support for Victoria
- provide face of VCO / PO interface w public, stakeholders, Min staff

Core Values

- accountability to PJT + Cab + public
→ maintain level of professionalism
- service, support, success
(bread + butter)
Local place / allow PJT can do best
"own smoothly"
- good value for \$ - best deals - use public \$ wisely

Note - all ops
how to add ~~stair~~

Date

Targets

- list mtgs/usage of VCO
- utilize both space/people @ VCO
as hub to coop w/ oth
depts to best util.
- always leave good impression
w/ who comes in
- approp. protocol / procedures in p
so everyone is on same
page

Collob. Now

- stakeholder rels / Sp. Adv - could c
more → feed into SIN
+ better support
- encourage other grps to ~~use~~ utilize
VCO - i.e. stakeholder
mtg
- first step is to better understand
what others doing / need
- i.e. / may be take on printing for Pres
maybe cabinet mtgs next day → but planned
ahead, not last minute

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Goals - better underst. what others doing to see how fit/add value

- keep bgt on track

Indicators

- continue to track util.
- fin. mgt/bgt tracking

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Withheld pursuant to/removed as

s.16;s.13

SNP Living Wage

Brad Brokman

- \$10m grant → flew through MoH
→ supports work of RHTFdn
⊗ will send agr. ^{s.13}

2006 \$15m from BC govt to support leadership/work of RHTFdn

2016 rec'd grant ^{\$9m} - was more prescribed → funded launch of cert program

Date

3 aspects —

- ① leadership
- ② ~~to~~ follow rep/standa
- ③ eval

s.13,s.16

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\$10m → all about made in BC
innovation being
scaled up nat'lly/
int'lly

Q Who else knows about grant
win cabinet / govt?

⊗ not just about pwd → all in aging p
⇒^{s.13} policy ⊥ economic driver, not just social

— next step Sec. has spoken to BC IG
→ had support → was before
mtg w RHFdn

s.13

Friday

Leah
Kate
JJ

RHFDn

Date May 8

May 31 FI Dec. Kinder Morgan

June 1 X Health Ann.

~~May 24~~
May 25 (Fri)

May 11 X

Date May 10

Samantha - AG office

Rick Hansen Day - May 28?

Donna Barnett - may want
to be involved - prov.
wording

RHF

① Announcement May 25 10-11am
@ SAP

PJH

RH

MSS - MC

- \$10m to support init. p7 and
program descrip. in Agr.

- high level focused on RH
leadership - inspiration

→ Proclamation of RH Day
May 28

s.13

s.13

s.13



Min. of SDPR Comms Shop
will be in touch
re: announcement

RG | JJ
LS | Jolene



→ SDSI invested \$9m in 2017
→ made in BC program

→ BC govt has supported

→ DRH Fdn has agn. Cit. Service
to look @ govt blgs
+ BC Parks

→ working w Govt of BC
already

s.13

- there to celebrate Gold Cent. Prog.
@ SAP

s.13, s.16

Date May 15

Maura

re: Admin Asst posting/vacancy

- job descrip for Admin Asst (clk II)

→ MP to send

- can post internally or via BC public service website

→ include Band Clerk II

→ no prescribed timeframe but @ least 1 week

- interview panel

→ gen. @ least 2

→ standard questions related to job descrip. → use as appropriate

→ MP to send hiring pkg

June 11, start transition over next few weeks by Friday May 18 notice

RHF

(*) 230pm → location TBC

(*) → inviting all party

→

MSS - MC

PJH

RH

- ann. grant / RH Day

(*) → call w / RH / PJH ~~Fri 25th~~ Thurs 24th
MSS tech briefing

→ SDR / GCPE to follow up

(*) list / # of attendees

email summary sent

ASA

Date May 17

Miriam Sobundo
Kammie Myers

- mtg w MJD, MAD
- committed to changes in sys,
also concerned w issues
in ex sys
 - labor shortages
 - retention, recruitment
- ∴ workforce strategies for
long term (3-4 yrs) imp.

s.13

(w multidiscip. teams) → HS prof. critical to primary, community based care
→ ave. to improve delivery of services
- ASA lead union @ HSPBA

→ policy dev, workforce planning,
prof dev, training plans
→ has to work X ministry i.e. ASD, Labor

→ assist w issues like credentialing
seats

- met w Mark Armitage, ADM workg
planning

→ playing some catch up
ie/ to deliver MRI goals
need techs + machines

ie/ hip/knee
- Cindy Roberts → resource - set up
Oasis program

→ need someone who understands
issue + will drive

s.13

- ex. CA expires 2019

- CBA, CSS, Master also effect
HSA members

- issues of workforce not rec- connected

- goal - stability + flourishing
of healthcare sys.
- 4 sectors - Doctors
 - Nurses
 - Health Prof
 - Allied Health

Date

May 17

Estimates Prep

Eric
Matt
Shelley
Don
Steve
Dawn
Kenge
reoff

To Do - job descrip updates

- staffing comparisons
to Nov 2017

- travel PJH + staff
(note: Asia trip)
(+ companion to
previous yrs)

Jaine - IL/GM call ^{Date} May 23
May 24

Topics — Convention 2018
— Muni elections
— KM/TMX — ~~if~~ as needed
— updates

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s.13