

Wensink, Alison PREM:EX

From: Wensink, Alison PREM:EX on behalf of Yuma Morisho, Okenge PREM:EX
Sent: December 4, 2018 1:14 PM
To: Brubacher, Kelly IGRS:EX; Maranda, Pierrette IGRS:EX; Smith, Grant H IGRS:EX; Langdon, Sarah IGRS:EX; Hamman, Lauren IGRS:EX
Subject: FW: First Ministers' Meeting - Logistics Note / Rencontre des premier ministres - note de logistique
Attachments: Delegate EN Logistics Information Note.pdf; Delegate FR Note d'information logistique.pdf; NIO EN Logistics Information note.pdf; NIO FR Note d'information logistique.pdf

Hi all,

Forwarding this note over to you.

Thank you,

*Alison Wensink, Executive Administrative Coordinator
Deputy Minister's Office | Office of the Premier
Room 272 - West Annex, Parliament Buildings
Victoria BC V8W 9E1
Phone: (250) 387-2987*

From: Wielinga, Anne [mailto:Anne.Wielinga@pco-bcp.gc.ca] **On Behalf Of** Fox, Christiane
Sent: Tuesday, December 4, 2018 12:39 PM
To: Yuma Morisho, Okenge PREM:EX; ray.gilmour@gov.ab.ca; wes.jickling@innovationsask.ca; Michael.Richards@leg.gov.mb.ca; Lynn.betzner@ontario.ca; Jean-stephane.Bernard@mce.gouv.qc.ca; helene.bouchard@gnb.ca; kelliann.dean@novascotia.ca; ptledwell@gov.pe.ca; PatriciaAHearn@gov.nl.ca; Jim.connell@gov.yk.ca; Mike_Aumond@gov.nt.ca; KOkpikEIA@gov.nu.ca
Cc: O'Leary, Alison; Lynch, Matthew; Barber, Jay; Vanasse, Theresa
Subject: First Ministers' Meeting - Logistics Note / Rencontre des premier ministres - note de logistique

(Le français suit)

Colleagues:

Please find attached the Logistics Notes for the First Ministers' Meeting, as well as the Meeting of First Ministers and National Indigenous Leaders on December 7, 2018, both being held in Montreal, Quebec.

With respect to the reception and dinner for Premiers plus one as well as any food allergies or sensitivities, please have your Premier's office RSVP as soon as possible to Diana Khaddaj at Diana.Khaddaj@pco-bcp.gc.ca or 1-614-869-5770.

Thank you,

Christiane Fox

Chers collègues,

Vous trouverez ci-jointes les notes de logistique pour la rencontre des premiers ministres et la rencontre des premiers ministres et des dirigeants autochtones du 7 décembre 2018 qui se tiendra à Montréal, Québec.

Veillez s'il-vous-plaît confirmer la présence de votre premier ministre et de leur invité à la réception et au souper ainsi que vos allergies ou intolérances alimentaires dès que possible à Diana Khaddaj à Diana.Khaddaj@pco-bcp.gc.ca ou au 1-614-869-5770.

Cordialement,

Christiane Fox

Wensink, Alison PREM:EX

From: Wensink, Alison PREM:EX
Sent: December 4, 2018 9:06 AM
To: Higgins, Keira PREM:EX
Subject: FW: Meeting request: Nick Hann, Head of Investments at Canada Infrastructure Bank

From: Peter Marisette [mailto:pmarisette@cib-bic.ca]
Sent: Tuesday, December 4, 2018 5:58 AM
To: Wensink, Alison PREM:EX
Subject: RE: Meeting request: Nick Hann, Head of Investments at Canada Infrastructure Bank

Good morning Alison,

I hope you are well. I was hoping to circle back with you about finding a time that might work well for this meeting.

If it isn't possible to recommend a time at this moment, can you let me know when it would be good for me to follow up?

Many thanks,
Peter

Peter Marisette
Executive Assistant | Adjoint de direction

T: 416-847-7703
E: pmarisette@canadainfrastructurebank.ca | pmarisette@banqueinfrastructurecanada.ca

CANADA INFRASTRUCTURE BANK | BANQUE DE L'INFRASTRUCTURE DU CANADA
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From: Wensink, Alison PREM:EX <Alison.Wensink@gov.bc.ca>
Sent: Tuesday, November 6, 2018 2:23 PM
To: Peter Marisette <pmarisette@canadainfrastructurebank.ca>
Cc: Nick Hann <nhann@canadainfrastructurebank.ca>; Lewthwaite, Jennifer TRAN:EX <Jennifer.Lewthwaite@gov.bc.ca>; O'Connor, Lara FIN:EX <Lara.OConnor@gov.bc.ca>; Smith, Victoria TRAN:EX <Victoria.Smith@gov.bc.ca>
Subject: RE: Meeting request: Nick Hann, Head of Investments at Canada Infrastructure Bank

Hello Peter,

Thank you for your email. I will need to review this request with the Deputy Minister and the other offices, but we will get back to you as soon as possible. Although at this time I can confirm that the week of November 12th will unfortunately not work, as s.22

Kind regards,

Alison Wensink, Executive Administrative Coordinator

Deputy Minister's Office | Office of the Premier

Room 272 - West Annex, Parliament Buildings

Victoria BC V8W 9E1

Phone: (250) 387-2987

From: Peter Marisette [<mailto:pmarisette@canadainfrastructurebank.ca>]

Sent: Tuesday, November 6, 2018 10:34 AM

To: Wensink, Alison PREM:EX; Lewthwaite, Jennifer TRAN:EX; O'Connor, Lara FIN:EX

Cc: Nick Hann

Subject: Meeting request: Nick Hann, Head of Investments at Canada Infrastructure Bank

Good morning,

Nick Hann, Head of Investments at Canada Infrastructure Bank, would like to meet with Deputy Ministers Don Wright, Lori Wanamaker and Grant Main in order to discuss how Canada Infrastructure Bank can help fund improvements in British Columbia.

Nick is happy to come to Vancouver to meet at any time that works well for the Deputy Ministers, and currently has a trip planned to Vancouver for the week of Monday, November 12th.

I look forward to hearing from you.

Warm regards,

Peter

Peter Marisette

Executive Assistant | Adjoint de direction

T: 416-847-7703

E: pmarisette@canadainfrastructurebank.ca | pmarisette@banqueinfrastructurecanada.ca

CANADA INFRASTRUCTURE BANK | BANQUE DE L'INFRASTRUCTURE DU CANADA

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Wensink, Alison PREM:EX

From: Wensink, Alison PREM:EX
Sent: December 6, 2018 10:27 AM
To: Hendry, Jackie PREM:EX
Subject: RE: RESPONSE REQUIRED: Proactive Disclosure: Request for Calendar Records, November 2018
Attachments: Okenge Yuma Morisho Nov 2018.pdf

Hi Jackie – here is Okenge’s calendar.

Thanks,

Alison

From: Hendry, Jackie PREM:EX
Sent: Wednesday, December 5, 2018 9:07 AM
To: Higgins, Keira PREM:EX; Wensink, Alison PREM:EX; Nash, Amber PREM:EX
Subject: RESPONSE REQUIRED: Proactive Disclosure: Request for Calendar Records, November 2018
Importance: High

Hello!

Please provide November 2018 calendars by December 7.

Thanks so much!

Jackie

Wensink, Alison PREM:EX

From: Wensink, Alison PREM:EX
Sent: December 6, 2018 10:37 AM
To: CFFSHELP, FIN FIN:EX
Subject: Legislative Dining Room November Invoice
Attachments: Legislative Dining Room - November Invoice.pdf

Hello,

Please pay the attached invoice.

Thank you,

Alison Wensink, Executive Administrative Coordinator
Deputy Minister's Office | Office of the Premier
Room 272 - West Annex, Parliament Buildings
Victoria BC V8W 9E1
Phone: (250) 387-2987

Wensink, Alison PREM:EX

From: Wensink, Alison PREM:EX
Sent: December 7, 2018 12:12 PM
To: Westfall, Sandra FIN:EX
Cc: Canitz, Shelley L PREM:EX
Subject: RE: In-range compensation adjustments
Attachments: Alison Wensink - In-Range Compensation Adjustment.pdf

Hi Sandra,

Please note I also received a second In-Range compensation adjustment, which I have attached here.

Thank you so much!

Alison Wensink, Executive Administrative Coordinator
Deputy Minister's Office | Office of the Premier
Room 272 - West Annex, Parliament Buildings
Victoria BC V8W 9E1
Phone: (250) 387-2987

From: Higgins, Keira PREM:EX
Sent: Friday, December 7, 2018 12:02 PM
To: Westfall, Sandra FIN:EX
Cc: Canitz, Shelley L PREM:EX; Wensink, Alison PREM:EX
Subject: In-range compensation adjustments

Hi Sandra,

Please see the attached in-range compensation adjustments for Keira Higgins and Alison Wensink. Please ensure these are included in future payroll.

Thanks,

Keira Higgins, Executive Administrative Coordinator
Office of the Premier, Deputy Minister
272 West Annex, Parliament Buildings | Victoria, BC | V8V 1X4
Ph: (250) 356-2206

From: KHIGGINS [mailto:Keira.Higgins@gov.bc.ca]
Sent: Friday, December 7, 2018 11:56 AM
To: Higgins, Keira PREM:EX
Subject: Scan From <Device Name>

Wensink, Alison PREM:EX

From: Wensink, Alison PREM:EX
Sent: December 7, 2018 2:48 PM
To: Lee, Bonnie FIN:EX
Subject: FW: Create mailbox account iStore order #917511 / Line 1 is Resolved
Attachments: Create Shared Mailbox - iStore # 917511 / Line 1 is Resolved

Hi Bonnie - attached is the password for the below mailbox.

Please let me know if I need to do anything with this!

Thanks so much!

Alison

-----Original Message-----

From: 77000@gov.bc.ca [mailto:77000@gov.bc.ca]
Sent: Friday, December 7, 2018 2:18 PM
To: Wensink, Alison PREM:EX
Cc: Lee, Penny FIN:EX
Subject: Create mailbox account iStore order #917511 / Line 1 is Resolved

Hello,
Regarding iStore #917511 / Line 1

The new mailbox account has been created, as requested, and is now showing in the GAL.

Display name: Wild Salmon Secretariat Phone PREM:EX
Email address: WildSalmonSecretariatPhone@gov.bc.ca
IDIR/Alias: PREMWSS
Account owner: Alison Wensink
Access group: PREM_MB_PREMWSS

The IDIR account associated with this mailbox has been enabled.

Password has been sent to the account OWNER in a separate email.

Owner will be prompted to change the password upon first log on. (IDIR change password rules
<https://www.pwchange.gov.bc.ca/Help.aspx>.)

If this is a user connecting from outside of the SPAN network ☐ please have them go to <https://77000.gov.bc.ca> and they will be prompted to reset the password through our Common Login Page.

Please note the following information applies to this enabled IDIR account:

1. The owner of the account must not share the account's password; the owner must update the password every 90 days or whenever it expires.
2. Protection of passwords is a policy requirement described in ISP 7.3.1 d and an OCIO exemption is required before the passwords can be shared.
3. The owner of the account is responsible for the activities associated with the account.

4. Only one person at a time may log on to the enabled IDIR account.
5. If required, the owner must perform the setup of the account on the iPhone/iPad and must update the password every 90 days or whenever it expires.
6. It is recommended that the owner of account maintain a detailed list to keep track of the devices, usernames, dates, etc. that they have setup Exchange ActiveSync on.

Information Security Policy

7.3.1 d) Protection and use of passwords Passwords are highly sensitive and must be protected by not:

- Sharing or disclosing passwords;
- Permitting anyone to view the password as it is being entered;
- Writing down a password;
- Storing other personal identifiers, access codes, tokens or passwords in the same container as the token;
- Keeping a file of passwords on any computer system, including mobile devices unless that file is encrypted according to the Cryptographic Standards for Information Protection; and
- Employing any automatic or scripted logon processes for personal identifiers; and,
- Using personal identifiers, access codes, or passwords associated with Government accounts for non-government purposes.

The password follows the normal government policy for reset.

If accessing this mailbox using Exchange ActiveSync (EAS) on an iPhone, iPad or similar devices, please refer to this URL for more information:

<https://wssproject.gov.bc.ca/MDAS/MDAS%20Docs/Published%20Documents/2.%20User%20Information/MDMS%20Enrollment,%20App%20Catalogue,%20SSP%20and%20How%20To/Setting%20Up%20a%20Secondary%20Mailbox%20on%20a%20Mobile%20Device.pdf>

Questions? Contact the 7-7000 Service Desk online, by e-mail at 77000@gov.bc.ca or call 250 387-7000, toll-free 1-866-660-0811 for assistance to set up a new Outlook profile for the mailbox if required.

Thank you,

ISM Canada providing services to:

OCIO Enterprise Solutions

Identity and Access Management

Service Desk Email: 77000@gov.bc.ca

Service Desk Tel: (250) 387-7000

WO1786495

Wensink, Alison PREM:EX

From: Wensink, Alison PREM:EX
Sent: December 13, 2018 10:54 AM
To: Yuma Morisho, Okenge PREM:EX
Subject: Okenge Travel Costs

Hi Okenge,

Here is your approximate travel costs for 2017 and 2018 for the big trips.

October 2017 – (FMM - Ottawa) \$2,024

May 2018 – (Western Premier's Conference - Yellowknife) \$1,645

July 2018 – (COF Meeting - New Brunswick) \$2,483

Dec 2018 – (FMM - Montreal) \$1,769

2018 Total = \$5,897

Thank you,

Alison Wensink, Executive Administrative Coordinator
Deputy Minister's Office | Office of the Premier
Room 272 - West Annex, Parliament Buildings
Victoria BC V8W 9E1
Phone: (250) 387-2987

Wensink, Alison PREM:EX

From: Wensink, Alison PREM:EX
Sent: December 11, 2018 9:28 AM
To: CFFSHELP, FIN FIN:EX
Subject: Howard Carter Lease - December Invoice
Attachments: Howard Carter Lease - December Invoice.pdf

Hello,

Please pay the attached invoice.

Thank you,

Alison Wensink, Executive Administrative Coordinator
Deputy Minister's Office | Office of the Premier
Room 272 - West Annex, Parliament Buildings
Victoria BC V8W 9E1
Phone: (250) 387-2987

Wensink, Alison PREM:EX

From: Wensink, Alison PREM:EX
Sent: December 13, 2018 11:49 AM
To: ' (corporatepublicservice.bc@telus.com)'
Cc: Massy, Michelle E PREM:EX
Subject: Transfer of account for s.17

Hello,

Please transfer Elizabeth MacMillan's cell phone number s.17 from account s.17 onto our account s.17. I have cc'ed Michelle Massy from the previous account if you need any confirmation.

Thank you!

Alison Wensink, Executive Administrative Coordinator
Deputy Minister's Office | Office of the Premier
Room 272 - West Annex, Parliament Buildings
Victoria BC V8W 9E1
Phone: (250) 387-2987

Wensink, Alison PREM:EX

From: Wensink, Alison PREM:EX
Sent: December 13, 2018 3:50 PM
To: LP PO Executive Office; Dhanota, Surjit LASS:EX; Boutin, Dominique LASS:EX; PREM Tech; LP Intergovernmental Relations Secretariat; LP Office of Protocol; LP PO Cabinet Operations; LP PO Correspondence Branch; LP Administrative Coordinators; LP Support Staff; Speaker, Legislative Assembly LASS:EX; Clerks of BC Legislative Assembly LASS:EX; Security, Legislative E LASS:EX; LP Premiers Vancouver Office
Subject: FW: Office of the Premier Christmas Open House 2018
Attachments: Office of the Premier Christmas Open House.JPG

Hi all,

Just a reminder for the Office of the Premier Christmas Open House, next Tuesday December 18th from 3-5pm.

We hope to see everyone there!

Alison

From: Wensink, Alison PREM:EX
Sent: November 21, 2018 3:03 PM
To: LP PO Deputy Minister <LPPODM@Victoria1.gov.bc.ca>; LP PO Executive Office <LPPOEO@Victoria1.gov.bc.ca>; Dhanota, Surjit LASS:EX <Surjit.Dhanota@leg.bc.ca>; Boutin, Dominique LASS:EX <Dominique.Boutin@leg.bc.ca>; PREM Tech <PREM.Tech@gov.bc.ca>; LP Intergovernmental Relations Secretariat <LPIGRS@Victoria1.gov.bc.ca>; LP Office of Protocol <FINPROTOCOLBranch@Victoria1.gov.bc.ca>; LP PO Cabinet Operations <LPPOCO@Victoria1.gov.bc.ca>; LP PO Correspondence Branch <LPPOCB@Victoria1.gov.bc.ca>; LP Administrative Coordinators <LPACS@Victoria1.gov.bc.ca>; LP Support Staff <LPSUPPORT@Victoria1.gov.bc.ca>; Speaker, Legislative Assembly LASS:EX <Speaker@leg.bc.ca>; Clerks of BC Legislative Assembly LASS:EX <ClerkHouse@leg.bc.ca>; Security, Legislative E LASS:EX <Security@leg.bc.ca>; LP Premiers Vancouver Office <LPPVO@Victoria1.gov.bc.ca>
Subject: Office of the Premier Christmas Open House 2018

Hello everyone,

Please find attached an invitation for the Office of the Premier Christmas Open House on December 18th.

We hope you can join us!

Thank you,

Alison Wensink, Executive Administrative Coordinator
Deputy Minister's Office | Office of the Premier
Room 272 - West Annex, Parliament Buildings
Victoria BC V8W 9E1
Phone: (250) 387-2987

Page 14 to/à Page 15

Withheld pursuant to/removed as

s.22

Page 17 to/à Page 19

Withheld pursuant to/removed as

s.22

Wensink, Alison PREM:EX

From: Wensink, Alison PREM:EX
Sent: December 14, 2018 1:20 PM
To: Jang, Monica JTT:EX
Subject: RE: Consul General Direct Numbers

Hi Monica,

I've heard back regarding the CG of Japan:

The Japanese Consul General's cell is 5.22 Office is (604) 684-5868 x 224. He is out right now getting his consular plates. They expect him back around 4 p.m. or he is available on cell.

They are still looking for contact info for the CG of Norway and I will get back to you as soon as they find it.

Thanks!

Alison

From: Jang, Monica JTT:EX
Sent: December 14, 2018 11:07 AM
To: Wensink, Alison PREM:EX <Alison.Wensink@gov.bc.ca>
Subject: Consul General Direct Numbers

Hi Alison,

Would you happen to have the direct phone numbers for the CGs for Norway and Japan? Our Minister is making calls later today around the Broughton Decision.

Thanks,

Monica.

Monica Jang
Director, Executive Operations
Deputy Minister's Office
Ministry of Jobs, Trade and Technology
Phone: 604 660-3346

Wensink, Alison PREM:EX

From: Wensink, Alison PREM:EX
Sent: December 14, 2018 1:21 PM
To: Lobmeier, Lucy S IGRS:EX
Subject: RE: Consul General Direct Numbers

Great, thank you. I'll pass that on.

Thanks so much!

Alison

From: Lobmeier, Lucy S IGRS:EX
Sent: December 14, 2018 1:17 PM
To: Wensink, Alison PREM:EX <Alison.Wensink@gov.bc.ca>
Cc: Yuma Morisho, Okenge PREM:EX <Okenge.YumaMorisho@gov.bc.ca>
Subject: RE: Consul General Direct Numbers

Hi Alison. The Japanese Consul General's cell is s.22 Office is (604) 684-5868 x 224. He is out right now getting his consular plates. They expect him back around 4 p.m. or he is available on cell.

His assistant said someone from MBR office has already called for this info but passing it on just in case.

I'll send Norwegian info when I hear back from them.

-Lucy

From: Wensink, Alison PREM:EX
Sent: Friday, December 14, 2018 12:34 PM
To: Lobmeier, Lucy S IGRS:EX
Cc: Yuma Morisho, Okenge PREM:EX
Subject: FW: Consul General Direct Numbers

Hi Lucy,

I had forwarded this email to the generic Protocol inbox, but Okenge has asked that I pass this on directly to you.

Thank you so much!

Alison

From: Jang, Monica JTT:EX
Sent: December 14, 2018 11:07 AM
To: Wensink, Alison PREM:EX <Alison.Wensink@gov.bc.ca>
Subject: Consul General Direct Numbers

Hi Alison,

Would you happen to have the direct phone numbers for the CGs for Norway and Japan? Our Minister is making calls later today around the Broughton Decision.

Thanks,

Monica.

Monica Jang

Director, Executive Operations

Deputy Minister's Office

Ministry of Jobs, Trade and Technology

Phone: 604 660-3346

Wensink, Alison PREM:EX

From: Wensink, Alison PREM:EX
Sent: December 18, 2018 11:52 AM
To: Windrim, Craig IGRS:EX
Subject: RE: meeting request - career development

Okay great. Okenge is free anytime on the 3rd of January. Maybe 11am? How long were you needing?

From: Windrim, Craig IGRS:EX
Sent: December 18, 2018 9:00 AM
To: Wensink, Alison PREM:EX <Alison.Wensink@gov.bc.ca>
Subject: RE: meeting request - career development

Hi Alison,

No problem! Yes, I am widely available from January 2 onward.

Sincerely,

Craig

From: Wensink, Alison PREM:EX
Sent: Tuesday, December 18, 2018 8:57 AM
To: Windrim, Craig IGRS:EX
Subject: RE: meeting request - career development

Hi Craig,

Unfortunately Okenge does not have any availability in December, but he would be happy to meet in early January. Are you available the first or second week of January?

Thanks so much for letting me know,

Alison Wensink, Executive Administrative Coordinator
Deputy Minister's Office | Office of the Premier
Room 272 - West Annex, Parliament Buildings
Victoria BC V8W 9E1
Phone: (250) 387-2987

From: Windrim, Craig IGRS:EX
Sent: December 14, 2018 1:51 PM
To: Yuma Morisho, Okenge PREM:EX <Okenge.YumaMorisho@gov.bc.ca>
Subject: meeting request - career development

Hi Okenge,

Do you have time to meet in the near future (respectful of the holiday season and your busy schedule)?

Sincerely,

Craig Windrim

Protocol Manager

Intergovernmental Relations Secretariat | Government of British Columbia

+1 (250) 508-3264

www.gov.bc.ca/officeofprotocol

www.gov.bc.ca/bureauduprotocole

Intergovernmental Relations Secretariat

620 Superior Street, Victoria, BC, V8V 1V2



Where ideas work

2018

10 Best Places to Work

Wensink, Alison PREM:EX

From: Wensink, Alison PREM:EX
Sent: December 17, 2018 9:24 AM
To: Stone, Noel LASS:EX
Subject: RE: Safety Seminar Today

Hi Noel,

Yes, 1pm is still good to go for us. So far I have 14 accepted attendees and a few tentatives, but it is hard to say who will all show up as the Executive staff calendars are frequently changing.

Accepted attendees:

Amanda Shortt
Amber Hockin
Eleanor Mulloy
Shelley Canitz
Jen Holmwood
Amy Miller
Chantille Viaud
Sheena McConnell
Don Privett
Evan Brown
Jon Robinson
Okenge Yuma Morisho
Jackie Hendry
Alison Wensink

Thanks so much!

Alison

From: Stone, Noel <Noel.Stone@leg.bc.ca>
Sent: December 17, 2018 8:12 AM
To: Wensink, Alison PREM:EX <Alison.Wensink@gov.bc.ca>
Subject: Safety Seminar Today

Hi Alison,

Just confirming the seminar is a go for 1:00 pm today.

Can you confirm who will be attending it?

Thanks

Noel Stone
Sergeant-At-Arms Training Officer
Legislative Assembly Protective Services
139 – 431 Menzies St. Victoria BC V8V 2H2
Phone: 250-387-5504
Cell: 250-360-7490

Fax: 250-363-2252

E-mail: Noel.Stone@Leg.bc.ca

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Wensink, Alison PREM:EX

From: Wensink, Alison PREM:EX
Sent: December 18, 2018 11:53 AM
To: Van Meer-Mass, Kate PREM:EX
Subject: FW: Cabinet Room

Booked 😊

From: Van Meer-Mass, Kate PREM:EX
Sent: December 18, 2018 11:52 AM
To: Wensink, Alison PREM:EX <Alison.Wensink@gov.bc.ca>
Subject: RE: Cabinet Room

Great. Can we book it for January 11th from 9-1?

From: Wensink, Alison PREM:EX
Sent: December 18, 2018 11:47 AM
To: Van Meer-Mass, Kate PREM:EX <Kate.VanMeer-Mass@gov.bc.ca>
Subject: RE: Cabinet Room

Hi Kate,

January 11th 9-1 – Yes, available
January 11th 1-5 – Yes, available
Feb 8th 9-1 – No, booked for DMC from 8:30-10am
Feb 8 1-5 – Yes, available

Thanks,

Alison

From: Van Meer-Mass, Kate PREM:EX
Sent: December 18, 2018 11:36 AM
To: Wensink, Alison PREM:EX <Alison.Wensink@gov.bc.ca>
Subject: Cabinet Room

Hi Alison,

Is the cabinet room available during the following times?

January 11th 9-1
January 11th 1-5
Feb 8th 9-1
Feb 8 1-5

Wensink, Alison PREM:EX

From: Wensink, Alison PREM:EX
Sent: December 18, 2018 11:55 AM
To: 'Marie-Soleil Jones'
Cc: 'Taylor Briggs'
Subject: RE: Next Week

Hi Marie-Soleil,

Yes, Okenge is available at 11:15 tomorrow morning. I've updated the calendar invite.

Thank you,

Alison

From: Marie-Soleil Jones <msoleiljones@aiac.ca>
Sent: December 18, 2018 6:46 AM
To: Wensink, Alison PREM:EX <Alison.Wensink@gov.bc.ca>
Cc: Taylor Briggs <TBriggs@aiac.ca>
Subject: RE: Next Week

Good morning Alison,

Jim is available as of 11:15 tomorrow morning. Please advise if this time is also suitable for Okenge. If so, could you please amend the calendar invitation? If not, Jim will meet Okenge at the previously agreed to time of 11:45.

Thank you for confirming and I hope you have a great day,
Marie-Soleil

Marie-Soleil Jones

Executive Support and Special Projects

Soutien Exécutif et Projets Spéciaux

Direct: 613.778-8601

AEROSPACE INDUSTRIES ASSOCIATION OF CANADA
ASSOCIATION DES INDUSTRIES AÉROSPATIALES DU CANADA

From: Wensink, Alison PREM:EX <Alison.Wensink@gov.bc.ca>
Sent: Wednesday, December 12, 2018 5:19 PM
To: Marie-Soleil Jones <msoleiljones@aiac.ca>
Cc: Taylor Briggs <TBriggs@AIAC.ca>
Subject: RE: Next Week

Hi Marie-Soleil,

Yes, Okenge is available at 11:45pm. I will change the calendar invite and send the revised time.

Thank you,

Alison

From: Marie-Soleil Jones [<mailto:msoleiljones@aiac.ca>]
Sent: Wednesday, December 12, 2018 1:08 PM
To: Wensink, Alison PREM:EX
Cc: Taylor Briggs
Subject: RE: Next Week

Good afternoon Alison,

I am contacting you today regarding the below correspondence. Would Mr. Yuma Morisho be available for a thirty-minute meeting with Jim Quick at 1145 on December 19th?

Thank you for confirming.

Best,
Marie-Soleil

Marie-Soleil Jones
Executive Support and Special Projects
Soutien Exécutif et Projets Spéciaux
Direct: 613.778-8601

AEROSPACE INDUSTRIES ASSOCIATION OF CANADA
ASSOCIATION DES INDUSTRIES AÉROSPATIALES DU CANADA

From: Yuma Morisho, Okenge PREM:EX <Okenge.YumaMorisho@gov.bc.ca>
Sent: Tuesday, December 11, 2018 5:41 PM
To: Jim Quick <jquick@aiac.ca>
Cc: Marie-Soleil Jones <msoleiljones@aiac.ca>; Wensink, Alison PREM:EX <Alison.Wensink@gov.bc.ca>
Subject: RE: Next Week

Hi Jim: I'd be happy to. I am asking Alison Wensink to help us schedule some time. Thanks, oym

From: Jim Quick [<mailto:jquick@aiac.ca>]
Sent: Tuesday, December 11, 2018 2:11 PM
To: Yuma Morisho, Okenge PREM:EX
Cc: Marie-Soleil Jones
Subject: Next Week

Okenge,
I will be in Victoria next week on Wednesday the 19th. Would you be available for a quick meeting around 11:30. I just want to update you on our proposal to the province to extend the current program.
Thanks,

Jim

Jim Quick
President & CEO
Aerospace Industries Association of Canada
Suite 703, 255 Albert Street
Ottawa, Canada K1P 6A9

613 760 4552 (O)
613 614 2641 (M)
email: jim.quick@aiac.ca

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Page 31 to/à Page 34

Withheld pursuant to/removed as

s.22

Wensink, Alison PREM:EX

From: Wensink, Alison PREM:EX
Sent: December 19, 2018 9:30 AM
To: Brubacher, Kelly IGRS:EX
Subject: FW: Moss Hide Campaign reminder
Attachments: DM brief_Dec11_FINAL.PDF

Hi Kelly – sorry for the delay in forwarding this over to you guys. Forwarding over to you in case IGRS has not identified your lead yet.

Thanks so much!

Alison

From: Higgins, Keira PREM:EX
Sent: December 17, 2018 3:38 PM
To: BCPSA Agency DMC Admin & Operational Support <PSADMAS@Victoria1.gov.bc.ca>
Cc: Hunter, Jaret PSSG:EX <Jaret.Hunter@gov.bc.ca>
Subject: Moss Hide Campaign reminder

Hi everyone,

Just a reminder to the Deputy Ministers to please identify their Ministry leads for the Moose Hide Campaign to Jaret Hunter Jaret.Hunter@gov.bc.ca by December 21st as per the attached briefing note.

Identify your Ministry MHC Lead: each ministry assigns a MHC Lead to coordinate the campaign in their ministry and report to executive. Please see the “MHC Call for Leads” in your folder for more information.
Contact Jaret Hunter with your MHC lead by Dec 21. Leads will be asked to attend an in-person training on Jan 10 or Jan 15.

Thanks,

Keira Higgins, Executive Administrative Coordinator
Office of the Premier, Deputy Minister
272 West Annex, Parliament Buildings | Victoria, BC | V8V 1X4
Ph: (250) 356-2206

Wensink, Alison PREM:EX

From: Wensink, Alison PREM:EX
Sent: December 19, 2018 3:20 PM
To: 'HCL Accounts Receivable'
Subject: RE: HCL s.17 - MISSED NOVEMBER INVOICE

Hi Silvana,

I've gone back and checked our records, and we did receive and pay the November invoice, however we never received the October 1st invoice.

Would you be able to send that one to me and I will send it over to Finance right away for payment.

Thank you and sorry about that!

Alison

From: HCL Accounts Receivable <ar@howardcarterlease.com>
Sent: December 14, 2018 12:17 PM
To: Wensink, Alison PREM:EX <Alison.Wensink@gov.bc.ca>
Subject: HCL #s.17 - MISSED NOVEMBER INVOICE

Hello Alison,

Thank you for your payment of \$699.79 received today for December invoice, however, I noticed that you missed a November payment. In case this invoice has been misplaced, I am sending you another copy.

Kind Regards,
Silvana



SILVANA VALENTIC
Accounts Receivable/Accounting Dept
Howard Carter Lease
4550 Lougheed Hwy Burnaby, BC V5C 3Z5
Web: www.howardcarterlease.com
Email: silvana@carterauto.com
☎ 604-291-2266 ext. 5233 | 📧 Ar@howardcarterlease.com



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Wensink, Alison PREM:EX

From: Wensink, Alison PREM:EX
Sent: December 19, 2018 4:05 PM
To: Elliott, Genevieve IGRS:EX
Cc: Canitz, Shelley L PREM:EX; Brubacher, Kelly IGRS:EX
Subject: Transfer

Hi Genevieve,

I just have a few questions regarding Okenge's transfer to IGRS I was hoping you might know the answers to:

- Will IGRS now be paying Okenge's travel expenses? Meaning Kelly would be purchasing flights, etc. on her PCard?
- Will IGRS now be paying Okenge's monthly car lease? (\$700 a month)
- Will IGRS now be paying Okenge's monthly Telus bill? If so I will need your Telus account number
- Do we need to put in an asset transfer for Okenge's laptop and cell phone?

Thank you so much!

Alison Wensink, Executive Administrative Coordinator

Deputy Minister's Office | Office of the Premier

Room 272 - West Annex, Parliament Buildings

Victoria BC V8W 9E1

Phone: (250) 387-2987

Wensink, Alison PREM:EX

From: Wensink, Alison PREM:EX
Sent: December 19, 2018 4:28 PM
To: 'Wielinga, Anne'
Cc: Brubacher, Kelly IGRS:EX
Subject: RE: contact details

Hi Anne,

Sorry for the delay in getting back to you on this. Please find Okenge's updated info.

BRITISH COLUMBIA

Mr. Okenge Yuma Morisho
Deputy Minister of Intergovernmental Relations Secretariat
Office of the Premier
Government of British Columbia
P.O. Box 9433, Stn. Prov. Govt.
Victoria, BC
V8W 9V3

TEL: 1-250-387-0752

CELL s.17

FAX: 1-250-387-1920

okenge.yumamorisho@gov.bc.ca

Assistant: Kelly Brubacher

Phone: 1-250-387-0752

Email: Kelly.Brubacher@gov.bc.ca

Back-up: Alison Wensink

Phone: 1-778-974-5757

Email: Alison.Wensink@gov.bc.ca

I can be listed as a back-up for the time being, but as Okenge has just moved to a new building there may be a different back-up once things get settled.

Thanks so much!

Alison Wensink, Executive Administrative Coordinator

Deputy Minister's Office | Office of the Premier

Room 272 - West Annex, Parliament Buildings

Victoria BC V8W 9E1

Phone: (250) 387-2987

From: Wielinga, Anne <Anne.Wielinga@pco-bcp.gc.ca>
Sent: December 18, 2018 7:42 AM
To: Wensink, Alison PREM:EX <Alison.Wensink@gov.bc.ca>
Cc: Wielinga, Anne <Anne.Wielinga@pco-bcp.gc.ca>
Subject: contact details

Hi Alison! Would you be able to confirm the below information? I'm updating my list ☺

Thanks!!!!

BRITISH COLUMBIA

Mr. Okenge Yuma Morisho
Deputy Minister of Intergovernmental Relations Secretariat
Office of the Premier
Government of British Columbia
P.O. Box 9041, Stn. Prov. Govt.
Victoria, BC
V8W 9E1

TEL: 1-250-387-2987

CELL: s.17,s.22

FAX: 1-250-356-1195

okenge.yumamorisho@gov.bc.ca

Assistant: Alison Wensink

Phone: 1-250-387-2987

Email: Alison.Wensink@gov.bc.ca

Back-up: Kelly Brubacher

Phone: 1-250-387-0752

Email: Kelly.Brubacher@gov.bc.ca

Anne Wielinga
Deputy Ministers Office

Wensink, Alison PREM:EX

From: Wensink, Alison PREM:EX
Sent: December 20, 2018 9:08 AM
To: Brubacher, Kelly IGRS:EX
Subject: FW: Cumulative Impacts

FYI

From: Mihlar, Fazil JTT:EX
Sent: December 18, 2018 12:13 PM
To: BCPSA Agency DMC List <PSADM@Victoria1.gov.bc.ca>
Cc: Wright, Don J. PREM:EX <Don.J.Wright@gov.bc.ca>; BCPSA Agency DMC Admin & Operational Support <PSADMAS@Victoria1.gov.bc.ca>
Subject: RE: Cumulative Impacts

Colleagues:

Further to Don's communication from yesterday, below are updated links to the Business and Economic Framework, supporting business and economic impact analysis templates, and guidance materials.

Thank you,

Fazil.

[Framework Overview](#)

[Business and Economic Impact Analysis Templates](#)

[Self-Guided Training Module](#)

[Cabinet Operations Templates](#)

From: Wright, Don J. PREM:EX
Sent: December 17, 2018 6:56 PM
To: BCPSA Agency DMC List <PSADM@Victoria1.gov.bc.ca>
Subject: Cumulative Impacts

Hi All,

Earlier this year, the Premier and Cabinet had asked that a process be developed to assess and monitor the impact of government policy decisions on businesses and the economy and to incorporate impact information in proposals being advanced for Cabinet and Cabinet Committee consideration.

I am writing to introduce the **Business and Economic Implications Framework** (BEIF) and to ask that you advise staff of the new requirements. The BEIF was developed by the Ministry of Jobs, Trade and Technology to provide a standard assessment approach. JTT will provide support and assistance as the BEIF is established,

establish capacity to track cumulative impacts and review the BEIF after 6 months to ensure that it is meeting its intended purpose.

Effective January 1, 2019, ministries submitting **new** Requests for Decision, Requests for Legislation and Orders in Council intended for Cabinet and Cabinet Committee consideration will be expected to complete the screening and evaluation tools included in the framework. The framework and related screening tools and worksheets are available at <http://gwww.cabops.gov.bc.ca/templates/>.

Training tools have been developed to assist with implementing the framework, including in-person workshops and a self-serve training module on [@work](#). Registration for workshops can be done through the [Learning System](#) (Business and Economic Implications Framework – Workshop). Priority registration may be given to teams that are developing submissions that will be considered early in 2019.

Please circulate this email to your leadership teams, and direct any questions about the framework to Christine Little or Francois Bertrand at JTT. As your teams begin implementing the framework, requests for support can be directed to BEIF@gov.bc.ca.

Thanks.

Don

Wensink, Alison PREM:EX

From: Wensink, Alison PREM:EX
Sent: December 20, 2018 4:22 PM
To: 'Lana Garraway'; Enterprise CorpPublic Service BC
Cc: Brubacher, Kelly IGRS:EX; Shortt, Amanda PREM:EX
Subject: RE: Telus BB Transfer

Hi Lana,

We approved the transfer.

Thank you!

*Alison Wensink, Executive Administrative Coordinator
Deputy Minister's Office | Office of the Premier
Room 272 - West Annex, Parliament Buildings
Victoria BC V8W 9E1
Phone: (250) 387-2987*

From: Lana Garraway <lane@ralphs.ca>
Sent: December 20, 2018 4:09 PM
To: Enterprise CorpPublic Service BC <corporatepublicservice.bc@telus.com>
Cc: Brubacher, Kelly IGRS:EX <Kelly.Brubacher@gov.bc.ca>; Wensink, Alison PREM:EX <Alison.Wensink@gov.bc.ca>; Shortt, Amanda PREM:EX <Amanda.Shortt@gov.bc.ca>
Subject: RE: Telus BB Transfer

Hello Corporate Public Service,

Please move s.17 as per the request below.

Alison and Amanda, you are the account admins on the current account. Can you please approve the move on your end by replying to this email?

Lana Garraway
Victoria Store Manager
Ralph's Radio Ltd.
815 View St, Victoria BC V8W 1K1
Cellular: (250)896-4866
Office: 778-404-7232
Please note: I have a new email address lane@ralphs.ca
www.ralphs.ca



From: Brubacher, Kelly IGRS:EX <Kelly.Brubacher@gov.bc.ca>

Sent: December 20, 2018 4:04 PM

To: Lana Garraway <lane@ralphs.ca>

Subject: Telus BB Transfer

Hi Lana,

We approve the transfer of Okenge Yuma Morisho's blackberry to our IGRS account s.17 . Tel: s.17
s.22

Thank you,

Kelly Brubacher

Executive Coordinator | Intergovernmental Relations Secretariat | Office of the Premier

Office (250) 387-0752 Cell (250) 507-6658



From: [Wensink, Alison PREM:EX](#)
To: [Elliott, Genevieve IGRS:EX](#)
Subject: RE: telus/car lease
Date: December 20, 2018 4:47:00 PM

I get sent an invoice every month. I complete an invoice coding sheet and send to CFFS Help at Finance for payment.

From: Elliott, Genevieve IGRS:EX
Sent: December 20, 2018 4:47 PM
To: Wensink, Alison PREM:EX <Alison.Wensink@gov.bc.ca>
Subject: RE: telus/car lease

Do you get an invoice every month and then process the lease payment directly with the leasing company or does CITZ pay and then JV your office? I will also contact CITZ.

From: Wensink, Alison PREM:EX
Sent: Thursday, December 20, 2018 4:38 PM
To: Elliott, Genevieve IGRS:EX
Subject: RE: telus/car lease

Hmm I'm not sure what the VIN is. I've attached a sample invoice which lists the Vehicle number as Okenge's name. Hopefully this helps?

From: Elliott, Genevieve IGRS:EX
Sent: December 20, 2018 4:34 PM
To: Wensink, Alison PREM:EX <Alison.Wensink@gov.bc.ca>
Subject: RE: telus/car lease

Yes, do you have the vehicle number or VIN? I have the licence plate # ^{s.22}

From: Wensink, Alison PREM:EX
Sent: Thursday, December 20, 2018 4:20 PM
To: Elliott, Genevieve IGRS:EX
Subject: RE: telus/car lease

Hi Genevieve,

Can you please confirm if this means that the monthly car lease bill should be coming directly to your office and that you will be paying the invoices?

Thanks so much!

Alison

From: Canitz, Shelley L PREM:EX

Sent: December 20, 2018 1:55 PM

To: Wensink, Alison PREM:EX <Alison.Wensink@gov.bc.ca>; Hendry, Jackie PREM:EX <Jackie.Hendry@gov.bc.ca>

Subject: FW: telus/car lease

From: Manak, Nicky FIN:EX

Sent: Thursday, December 20, 2018 13:41

To: Canitz, Shelley L PREM:EX <Shelley.Canitz@gov.bc.ca>

Subject: RE: telus/car lease

Hi

Gen will be doing the JV to recover the \$ for Okenge. I will make sure it gets approved by you before it is processed.

Thanks

Nicky

From: Canitz, Shelley L PREM:EX

Sent: Thursday, 20 December 2018 1:13 PM

To: Manak, Nicky FIN:EX <Nicky.Manak@gov.bc.ca>

Cc: Elliott, Genevieve IGRS:EX <Genevieve.Elliott@gov.bc.ca>

Subject: telus/car lease

Nicky – I can't remember if I confirmed that the costs for Okenge's telus bill and car lease charges should be paid for by IGRS, and the funds transferred/JV'd from our branch to his. If not, they should be. Thanks

Wensink, Alison PREM:EX

From: Wensink, Alison PREM:EX
Sent: December 24, 2018 9:06 AM
To: Canitz, Shelley L PREM:EX
Subject: December 3, 2018 P Card for Approval
Attachments: WENSINKA s.17 03DEC18.xlsx; December 3, 2018 P Card Receipts.pdf

Hi Shelley,

s.22 , forwarding my P Card to you for your approval and forwarding to CFFS Help.

Happy to go through the hard copy version with you if you'd prefer.

Thank you so much!

Alison Wensink, Executive Administrative Coordinator
Deputy Minister's Office | Office of the Premier
Room 272 - West Annex, Parliament Buildings
Victoria BC V8W 9E1
Phone: (250) 387-2987

Wensink, Alison PREM:EX

From: Wensink, Alison PREM:EX
Sent: December 21, 2018 11:03 AM
To: CFFSHELP, FIN FIN:EX
Subject: Howard Carter Lease - October 1, 2018
Attachments: Howard Carter Lease - October 1, 2018.pdf

Hello,

Please pay the attached invoice.

Thank you so much!

Alison Wensink, Executive Administrative Coordinator
Deputy Minister's Office | Office of the Premier
Room 272 - West Annex, Parliament Buildings
Victoria BC V8W 9E1
Phone: (250) 387-2987

Wensink, Alison PREM:EX

From: Wensink, Alison PREM:EX
Sent: December 28, 2018 3:20 PM
To: Horne, Shayna AG:EX
Subject: RE: Zzeem Access

Hello Shayna,

I have read the Confidentiality Bulletin and agree to abide by its requirements to maintain confidentiality of materials provided to me via Zzeem.

Thank you,

Alison

From: Horne, Shayna AG:EX
Sent: December 28, 2018 2:19 PM
To: Wensink, Alison PREM:EX <Alison.Wensink@gov.bc.ca>
Subject: Zzeem Access

Hello Alison,

If all works well, you will soon be getting a message inviting you to "collaborate" in a Zzeem (Ziprs) workspace. Zzeem (Ziprs) is an internet platform that provides secure electronic delivery of our draft legislation and your instructions.

STEP ONE:

- *Before you access Zzeem (Ziprs), please read the attached Confidentiality Bulletin from Chief Legislative Counsel.*
- *You must reply to this email or send a separate one to confirm that you agree to abide by its requirements to maintain confidentiality of materials provided to you via Zzeem (Ziprs).*
- *You will not be granted access to documents, even though added to Zzeem (Ziprs), until you read and respond to the Confidentiality requirements.*

STEP TWO:

After you have submitted your response to Step 1, you will need to call me at **778-974-4650** to get your initial password. (If you do not log on to Zzeem (Ziprs) and register within 72 hours of receiving the invitation, your temporary account will be terminated, in which case, please call so that we can re-establish your temporary registration.)

Please read the attached Quick Start Guide – it has some important information for getting started. A longer “How To” User Manual is also attached for your reference.

After you log in, the first thing that will come up is a big bold print Zzeem (Ziprs) licence. Once you have clicked your agreement and set a new password, you will be registered as a Zzeem (Ziprs) user and can start right in and look at the project workspace. (Or give me a call and we can talk about the workspace as you start accessing it.)

Once you are fully activated on Zzeem (Ziprs), you will be added to the project workspaces and you will be able to comment on drafts that will be posted as documents. You will be able to post your own documents (choosing who can see and comment on them). You will be able to send messages through Zzeem (Ziprs) to some or all of the workspace collaborators.

The Zzeem (Ziprs) website seems quite user-friendly and has a useful “Tutorial” file. If you need any help navigating through the workspace, you are welcome to contact me or call Zzeem (Ziprs) Support at 1-866-596-2229 (press 1 for customer service).

Cheers!

Shayna Horne

Legislative Assistant

Office of Legislative Counsel | Ministry of Attorney General | British Columbia

p: 778-974-4650