

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 1, 2019 8:54 AM
To: Nash, Amber PREM:EX
Subject: RE: Assured Loading card statement

No, this was for Amber Hockin. Sorry Amber.

From: Nash, Amber PREM:EX
Sent: March 1, 2019 3:46 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Assured Loading card statement

I have an assured loading card?

Amber

On Feb 28, 2019, at 3:16 PM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Hi Don and Amber,

For fiscal year end I need a statement showing how many trips remain on each of your ALT cards. Can I ask you to sign into the card (details are on the back of it) and send me the statement of trips? Unfortunately BC Ferries are not able to provide this to me.

Thanks,

<image001.png> *Elizabeth Parkinson*
Finance and Administration Officer
Office of the Premier
*Direct: 778-974-6082
Reception: 250-387-1715
E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 1, 2019 9:18 AM
To: 'Alkan YCD'
Subject: RE: Change of date: Trip to Smithers

Hi Daniel,

I just wanted to let you know that we are still planning the trip on the March 16 just don't have the timing finalized yet.

Thanks,

Elizabeth

From: Alkan YCD <ycd@alkanair.com>
Sent: February 25, 2019 5:10 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Change of date: Trip to Smithers

Hi Elizabeth,

I have attached a quote to represent this request.

If you have any questions please let me know.

Daniel

YCD Operations

Tel: 250-924-2107

Fax: 250-924-2106

alkanair.com



On Mon, 25 Feb 2019 at 16:52, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Hi Daniel,

We're just trying to finalize the Premier's travel on the 16th and I wanted to check if there would be a change in cost if your crew were to drop the group in Vancouver and leave them there?

Thanks,

Elizabeth

From: Alkan YCD <ycd@alkanair.com>
Sent: February 22, 2019 11:02 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Alkan Nanaimo <ycd@alkanair.com>
Subject: Re: Change of date: Trip to Smithers

Good Morning Elizabeth,

Please see the attached quote.

I Have arranged the quote for a 0730 departure time form Victoria. If we use this time the crew will require a 7 hour rest period in Smithers for their split duty day. day.

Please let me know if you have any questions,

Daniel

YCD Operations

Tel: 250-924-2107

Fax:250-924-2106

alkanair.com



On Thu, 21 Feb 2019 at 16:42, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Thank you very much Daniel. I appreciate this very much.

Elizabeth

From: Alkan YCD <ycd@alkanair.com>

Sent: February 21, 2019 4:35 PM

To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>

Cc: Alkan Nanaimo <ycd@alkanair.com>

Subject: Re: Change of date: Trip to Smithers

Hi Elizabeth,

Thank you for sending this updated information through. I can send you a new quote for this trip tomorrow morning, for the new date of March 16. Please keep me posted for any additional changes.

Thank you,

Daniel

YCD Operations

Tel: 250-924-2107

Fax: 250-924-2106

alkanair.com



On Thu, 21 Feb 2019 at 16:09, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Hi Ben and Daniel,

The March 3rd date has changed again. I'm so sorry for all the changes. I'm hoping you are available March 16th. Our travel plans are still a bit vague.

We would want to have the 9 people picked up here in Victoria and taken up to Smithers. The timing of the departure would be between 7:30 and 9:00 am (I hope to have that confirmed shortly). The Premier and staff would stay in Smithers for an event until about 4:00 pm. We would then like to have them flown to Vancouver for another event and they would want to leave Vancouver for Victoria at 9:30 pm.

I realise this is likely to be a fuller day for your pilots and wanted to check on their allowed flying time, etc. Are you able to requote me based on this information?

Thanks very much,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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|||

Shortt, Amanda PREM:EX

Subject: OVERNIGHT: s.15
Location: s.15

Start: Thu 2019-03-07 12:00 AM
End: Fri 2019-03-08 12:00 AM
Show Time As: Free

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX
Required Attendees Brown, Evan PREM:EX

Thursday, March 7, 2019

OVERNIGHT: s.15

s.15 \$229 per night plus taxes

CONFIRMATIONS: Premier s.22
Evan

Elizbaeth-01-03-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 1, 2019 9:30 AM
To: Geary, Vanessa PREM:EX
Subject: Good news

Hi Vanessa,

Just wanted to let you know we had a follow-up call from the s.15 with 2 rooms available for the Premier and Evan next week. So that cost is now cut in half. 😊



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

Subject: Canceled: OVERNIGHT: s.15
Location: s.15

Start: Thu 2019-03-07 12:00 AM
End: Fri 2019-03-08 12:00 AM
Show Time As: Free

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX
Required Attendees Brown, Evan PREM:EX
Optional Attendees: s.17

Importance: High

Thursday, March 7, 2019

OVERNIGHT: s.15

CONFIRMATIONS: Premier s.22
Evan

s.15 \$499 per night plus taxes
Cancellation: 3 pm March 6th

Elizabeth-27-02-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 1, 2019 9:33 AM
To: 'Michael Harcourt'
Subject: RE: Sustainable Prosperity Plan for BC

Morning Mike,

Yes, I will send it to both of them now. Things are well on this side of the water.

Elizabeth

From: Michael Harcourt s.22
Sent: March 1, 2019 9:29 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: s.22
Subject: Re: Sustainable Prosperity Plan for BC

Elizabeth, in preparation for my meeting in Vancouver with Bob Dewar and Vanessa Geary, could you send them a copy of this Nov 21, 2017 Jobs and Sustainable Prosperity memo I prepared.

It will help inform our discussions.

Thank you.

Hope all is going well during the Session.

Mike Harcourt

From: Parkinson, Elizabeth PREM:EX
Sent: Tuesday, November 21, 2017 5:27 PM
To: 'MIKE HARCOURT'
Subject: RE: Sustainable Prosperity Plan for BC

Thank you Mike. I have added it to his reading list. It looks like you have Don's correct email.

Elizabeth

From: MIKE HARCOURT [mailto:s.22]
Sent: Tuesday, November 21, 2017 4:54 PM
To: Parkinson, Elizabeth PREM:EX
Subject: Fwd: Sustainable Prosperity Plan for BC

Elizabeth, I just sent this out to John, Carole, Geoff and Don.

Hope John gets to glance at it.

Waited till immediate priorities dealt with in summer, Fall session got going in Sept/ October..

Not sure Don got it. What's the best email for him?

Good start.

Hope you're doing well.

Mike Harcourt

Sent from my iPhone

Begin forwarded message:

From: MIKE HARCOURT <s.22 >
Date: November 21, 2017 at 3:48:52 PM PST
To: s.22
s.22
Subject: Sustainable Prosperity Plan for BC

s.13

s.13

Talk soon.

Mike Harcourt

Sent from my iPad

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 1, 2019 9:45 AM
To: s.22
Subject: RE: s.15

😊 Thanks s.22

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

From: s.22 s.15
Sent: March 1, 2019 9:29 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: FW: s.15

Hi Elizabeth,

Attached is the email confirmation for Evan Brown

Thanks
s.22

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

From: s.15
Sent: March-01-19 9:27 AM
To: s.22 s.15
Subject: s.15

We're looking forward to your stay at the s.15 Please find your confirmation letter attached, and if we can be of any assistance prior to your arrival please contact us at s.15

Best Regards,
s.15

:

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 1, 2019 10:39 AM
To: Wade, Debbie PREM:EX
Subject: RE: March 12 & 13

Hi Debbie,

Return flights to Vancouver are later. The first one would be at 9:00 pm. Is this ok?

From: Wade, Debbie PREM:EX
Sent: March 1, 2019 10:35 AM
To: Nash, Amber PREM:EX <Amber.Nash@gov.bc.ca>; Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: March 12 & 13

That works! Thanks ladies 😊

Debbie Wade
Executive Coordinator to Geoff Meggs - Chief of Staff
and Amber Hockin - Deputy Chief of Staff
Office of the Premier
778-974-6075

From: Nash, Amber PREM:EX
Sent: Friday, March 1, 2019 10:23 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Wade, Debbie PREM:EX <Debbie.Wade@gov.bc.ca>
Subject: March 12 & 13

Hi Elizabeth,

Amber is going to staff PJH on the 12th & 13th. This means she'll need flights over to Vancouver on the 12th (same as PJH – unless Debbie says otherwise) check on overnight.

For the 13th – same one out as PJH and company – but she's heading back to Vancouver not Victoria for the return.

A

Amber Nash, Executive Coordinator
Office of the Premier
Mobile: 778-584-3330

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 1, 2019 10:41 AM
To: Nash, Amber PREM:EX
Subject: Flights to Merritt

Hi Amber,

There is no airport in Merritt, the closest is Kamloops which is 100KM away . These are the first 2 flights into Kamloops and the last 2 out

Mar 20- Vancouver to Kamloops

AC8190G 20MAR W Vancouver to Kamloops 850A 939A

AC8192V 20MAR W Vancouver to Kamloops 1220P 109P

Mar 20- Kamloops to Vancouver

AC8199T 20MAR W Kamloops to Vancouver 745P 839P

AC8195Y 20MAR W Kamloops to Vancouver 845P 946P

Elizabeth

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 1, 2019 10:41 AM
To: Nash, Amber PREM:EX
Subject: FW: Sunday Rugby sevens options for Premier
Attachments: Event Pitch - Rugby 7s Mens Sunday March 10 2019_DRAFT.docx

FYI-

From: Holding, Marina TAC:EX
Sent: March 1, 2019 10:39 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: FW: Sunday Rugby sevens options for Premier

Hi Elizabeth,

Please see attached event options for Sunday. Please be advised our GCPE team will provide a rollout of events once they have the times the Premier is attending. Still working on seats in the stands.

Thanks,

Marina



Marina Holding

Administrative Coordinator
Hon. Minister Lisa Beare's Office
Ministry of Tourism, Arts & Culture
P: 778-974-6105 | F: 250.387.3171



Please consider the environment before printing this email.

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 1, 2019 10:45 AM
To: Holding, Marina TAC:EX
Subject: RE: Sunday Rugby sevens options for Premier

Thanks Marina. Much appreciated!

Elizabeth

From: Holding, Marina TAC:EX
Sent: March 1, 2019 10:39 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: FW: Sunday Rugby sevens options for Premier

Hi Elizabeth,

Please see attached event options for Sunday. Please be advised our GCPE team will provide a rollout of events once they have the times the Premier is attending. Still working on seats in the stands.

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Marina



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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 1, 2019 11:11 AM
To: Nash, Amber PREM:EX
Subject: FW: Sunday Rugby sevens options for Premier

From: Holding, Marina TAC:EX
Sent: March 1, 2019 11:10 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Sunday Rugby sevens options for Premier

Hi Elizabeth,

Perfect, thanks for letting me know. Here is the full games schedule: <https://www.canadasevens.com/schedule/> .
Essentially, Sunday's games start at 9:30am and run until 7:00pm.

Marina



Marina Holding

Administrative Coordinator
Hon. Minister Lisa Beare's Office
Ministry of Tourism, Arts & Culture
P: 778-974-6105 | F: 250.387.3171



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From: Parkinson, Elizabeth PREM:EX
Sent: March 1, 2019 11:06 AM
To: Holding, Marina TAC:EX <Marina.Holding@gov.bc.ca>
Subject: RE: Sunday Rugby sevens options for Premier

Hi Marina,

So apparently the Premier is not attending the rollout events at all. He may s.15
s.15 Can you please send me the games schedules?

Thanks for your help Marina!

Elizabeth

From: Holding, Marina TAC:EX
Sent: March 1, 2019 10:39 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: FW: Sunday Rugby sevens options for Premier

Hi Elizabeth,

Please see attached event options for Sunday. Please be advised our GCPE team will provide a rollout of events once they have the times the Premier is attending. Still working on seats in the stands.

Thanks,

Marina



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Hon. Minister Lisa Beare's Office

Ministry of Tourism, Arts & Culture

☎ P: 778-974-6105 | 📠 F: 250.387.3171



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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 1, 2019 11:30 AM
To: 'Tamra Bartilucci'
Subject: RE: Flights to Merritt

Thanks for this Tamra. Are there any late flights out of Vancouver on the 19th to Kamloops?

From: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Sent: March 1, 2019 10:36 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Flights to Merritt

Hi Elizabeth

There is not airport in Merritt, the closest is Kamloops which is 100KM away . These are the first 2 flights into Kamloops and the last 2 out

Mar 20- Vancouver to Kamloops

AC8190G 20MAR W Vancouver to Kamloops 850A 939A

AC8192V 20MAR W Vancouver to Kamloops 1220P 109P

Mar 20- Kamloops to Vancouver

AC8199T 20MAR W Kamloops to Vancouver 745P 839P

AC8195Y 20MAR W Kamloops to Vancouver 845P 946P

Please let me know if you have any questions or need anything further .

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

From: Parkinson, Elizabeth PREM:EX [<mailto:Elizabeth.Parkinson@gov.bc.ca>]
Sent: Friday, March 01, 2019 10:29 AM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Subject: Flights to Merritt

Hi Tamra,

Can you please advise what options we have flying into Merritt from Vancouver return on March 20th?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 1, 2019 12:01 PM
To: 'Tamra Bartilucci'
Subject: RE: Flights to Merritt

Hi Tamra,

We're going to take the 8:50 am flight March 20 from Vancouver. Can you please let me know the morning flights on March 21st from Kamloops to Vancouver?

Thanks,

Elizabeth

From: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Sent: March 1, 2019 10:36 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Flights to Merritt

Hi Elizabeth

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Please let me know if you have any questions or need anything further .

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

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Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 1, 2019 12:30 PM
To: Holding, Marina TAC:EX
Subject: RE: Sunday Rugby sevens options for Premier

Thanks Marina. s.15
specifically asked for s.15

This is why he

Elizabeth

From: Holding, Marina TAC:EX
Sent: March 1, 2019 12:25 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Sunday Rugby sevens options for Premier

Hi Elizabeth,

s.15

Thanks,

Marina

From: Parkinson, Elizabeth PREM:EX
Sent: March 1, 2019 11:11 AM
To: Holding, Marina TAC:EX <Marina.Holding@gov.bc.ca>
Subject: RE: Sunday Rugby sevens options for Premier

s.22 Thank you so much!

From: Holding, Marina TAC:EX
Sent: March 1, 2019 11:10 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Sunday Rugby sevens options for Premier

Hi Elizabeth,

Perfect, thanks for letting me know. Here is the full games schedule: <https://www.canadasevens.com/schedule/> .
Essentially, Sunday's games start at 9:30am and run until 7:00pm.

Marina



Marina Holding

Administrative Coordinator

Hon. Minister Lisa Beare's Office

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From: Parkinson, Elizabeth PREM:EX**Sent:** March 1, 2019 11:06 AM**To:** Holding, Marina TAC:EX <Marina.Holding@gov.bc.ca>**Subject:** RE: Sunday Rugby sevens options for Premier

Hi Marina,

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s.15 Can you please send me the games schedules?

Thanks for your help Marina!

Elizabeth

From: Holding, Marina TAC:EX**Sent:** March 1, 2019 10:39 AM**To:** Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>**Subject:** FW: Sunday Rugby sevens options for Premier

Hi Elizabeth,

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Thanks,

Marina



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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 1, 2019 2:04 PM
To: 'Tamra Bartilucci'
Subject: RE: Flights to Penticton/Kelowna

Thank you Tamra.

From: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Sent: March 1, 2019 12:43 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Flights to Penticton/Kelowna

Hi Elizabeth

These are all confirmed but unfortunately Air Canada's seat maps are down so I just have to wait to do seats and then I will get them sent to you

Tamra

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058
CPBC #42324 | TICO #4671384 | OPC #702971

From: Parkinson, Elizabeth PREM:EX [<mailto:Elizabeth.Parkinson@gov.bc.ca>]
Sent: Friday, March 01, 2019 12:28 PM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Subject: FW: Flights to Penticton/Kelowna

Hi Tamra,

Can I book Amber Hockin on the same flights as the Premier and co? She will be travelling to Victoria after all.

Thanks,

Elizabeth

From: Parkinson, Elizabeth PREM:EX
Sent: March 1, 2019 11:17 AM
To: 'Tamra Bartilucci' <tamra.bartilucci@flightcentre.ca>
Subject: RE: Flights to Penticton/Kelowna

Yes please Tamra.

I'll be booking Amber Hockin soon but she'll be return to Vancouver.

Elizabeth

From: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Sent: March 1, 2019 11:16 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Flights to Penticton/Kelowna

Hi Elizabeth
Just confir4ming this is Jennifer Holmwood?

Thanks

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058
CPBC #42324 | TICO #4671384 | OPC #702971

From: Parkinson, Elizabeth PREM:EX [<mailto:Elizabeth.Parkinson@gov.bc.ca>]
Sent: Friday, March 01, 2019 11:02 AM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Cc: s.15; s.22
Subject: RE: Flights to Penticton/Kelowna

Hi Tamra,

Can I please confirm the flights below for March 13th?

For the Premier, Evan, Jen.
AC 8350 Vancouver to Penticton
WS3261 Kelowna to Victoria

Thanks,

Elizabeth

From: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Sent: February 26, 2019 3:57 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Flights to Penticton/Kelowna

Hi Elizabeth
Here are the requested flight options.

Please let me know if you have any questions or need anything further .
Tamra

Victoria to Kelowna – March 13

Pacific coastal

H13271T 13MAR W Victoria to Kelowna 850A 955A

Air Canada

AC8050Y 13MAR W Victoria to Vancouver 530A 600A

2 AC8410Y 13MAR W Vancouver to Kelowna 700A 756A

Vancouver to Kelowna - March 13

Air Canada

AC8410Y 13MAR W Vancouver to Kelowna 700A 756A

AC8398Y 13MAR W Vancouver to Kelowna 800A 856A

March 13- Kelowna to Victoria

Westjet

WS3261Y 13MAR W Kelowna to Victoria 605P 710P

Air Canada

AC8423W 13MAR W Kelowna to Vancouver 905P 1004P

AC8087W 13MAR W Vancouver to Victoria 1100P 1130P

Mar 13- Kelowna to Vancouver

Air Canada

AC8423W 13MAR W Kelowna to Vancouver 905P 1004P

Mar 14- Kelowna to Victoria

Pacific Coastal

8P1522Y 14MAR Q Kelowna to Victoria 720A 825A

Westjet

WS3119Y 14MAR Q Kelowna to Victoria 830A 935A

Mar 13- Victoria to Penticton

Air Canada

AC8054Y 13MAR W Victoria to Vancouver 700A 730A

AC8350Y 13MAR Vancouver to Penticton 850A 945A

Mar 13- Vancouver to Penticton

Air Canada

AC8350Y 13MAR Vancouver to Penticton 850A 945A

Mar 13- Penticton to Victoria

AC8357V 13MAR W Penticton to Vancouver 710P 811P

AC8081Y 13MAR W Vancouver to Victoria 955P 1025P

Mar 13- Penticton to Vancouver

AC8357V 13MAR W Penticton to Vancouver 710P 811P

Mar 14- Penticton to Victoria

AC8351Y 14MAR Q Penticton to Vancouver 600A 701A

AC8059Y 14MAR Q Vancouver to Victoria 925A 955A

AC8353Y 14MAR Q Penticton to Vancouver 1005A 1106A

4 AC8067Y 14MAR Q Vancouver to Victoria 110P 140P

Mar 14- Penticton to Vancouver

AC8351Y 14MAR Q Penticton to Vancouver 600A 701A

AC8353Y 14MAR Q Penticton to Vancouver 1005A 1106A

Tamra Bartilucci | Team Leader

Flight Centre Flight Centre Business Travel
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

From: Parkinson, Elizabeth PREM:EX [<mailto:Elizabeth.Parkinson@gov.bc.ca>]

Sent: Tuesday, February 26, 2019 3:12 PM

To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>

Subject: Flights to Penticton/Kelowna

Hi Tamra,

Are you able to look into flights for 5 people to Penticton/Kelowna on March 13th? The first flight out of Victoria/Vancouver and the last flight return or an overnight and returning on the 14th?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 1, 2019 2:13 PM
To: Nash, Amber PREM:EX
Subject: Flights to Merritt - March 19

Hi Amber,

Would the later flight work for them?

Here are the evening options for March 19 :

March 19- Vancouver to Kamloops

AC8196Y 19MAR T Vancouver to Kamloops 625P 714P

AC8198Y 19MAR T Vancouver to Kamloops 815P 904P

Elizabeth

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 1, 2019 2:18 PM
To: Bain, Don PREM:EX
Subject: RE: Assured Loading card statement

That's so odd Don, because I didn't set-up the cards.

From: Bain, Don PREM:EX
Sent: March 1, 2019 12:35 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Assured Loading card statement

Hello Elizabeth

s.17

I called the 1-800 number and they confirm the card is listed under your name and email address. The nickname for the card is Don Bain's card.

don

From: Parkinson, Elizabeth PREM:EX
Sent: Thursday, February 28, 2019 3:16 PM
To: Bain, Don PREM:EX <Don.Bain@gov.bc.ca>; Nash, Amber PREM:EX <Amber.Nash@gov.bc.ca>
Subject: Assured Loading card statement

Hi Don and Amber,

For fiscal year end I need a statement showing how many trips remain on each of your ALT cards. Can I ask you to sign into the card (details are on the back of it) and send me the statement of trips? Unfortunately BC Ferries are not able to provide this to me.

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 1, 2019 2:55 PM
To: 'Tamra Bartilucci'
Subject: RE: Merritt March 21

Thanks Tamra.

From: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Sent: March 1, 2019 2:38 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Merritt March 21

Hi Elizabeth
Here are early options form Kamloops to Vancouver

Mar 21- Kamloops to Vancouver

AC8189Y 21MAR Q Kamloops to Vancouver 650A 744A

AC8191Y 21MAR Q Kamloops to Vancouver 1010A 1104A

AC8193Y 21MAR Q Kamloops to Vancouver 140P 234P

Please let me know if you have any questions or need anything further .

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058
CPBC #42324 | TICO #4671384 | OPC #702971

From: Parkinson, Elizabeth PREM:EX [<mailto:Elizabeth.Parkinson@gov.bc.ca>]
Sent: Friday, March 01, 2019 2:33 PM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Subject: Merritt March 21

Hi Tamra,

Sorry to bug you for yet another option. Can you please send me the options out of Kamloops in the am on March 21st?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 1, 2019 3:15 PM
To: s.15; s.22
Cc:
Subject: FW: Eticket : John Horgan and Evan Brown / Vancouver - Penticton , Kelowna - Victoria / March 13
Attachments: Travel Reservation March 13 for JOHN HORGAN.pdf

From: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Sent: March 1, 2019 1:10 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Eticket : John Horgan and Evan Brown / Vancouver - Penticton , Kelowna - Victoria / March 13

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

From: Flight Centre Business Travel [<mailto:confirmation@tripcase.com>]
Sent: Friday, March 01, 2019 1:00 PM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Subject: Travel Reservation March 13 for JOHN HORGAN

FLIGHT CENTRE
Business Travel

Flight Centre Business
Travel
250-360-2058

Itinerary

Add to Calendar

Itinerary

Priority Notes from your Travel Arranger

THANK YOU FOR BOOKING WITH FLIGHT CENTRE BUSINESS TRAVEL
YOUR TRAVEL MANAGER IS TAMRA BARTILUCCI
FOR EMERGENCY 24 HOUR ASSISTANCE PLEASE CALL 1-250-415-2330

Trip to:	VICTORIA BC, CANADA	Reservation code:	s.22
Passenger(s):	HORGAN/JOHN BROWN/EVAN	Airline Reservation Code:	



AIR CANADA AC Flight Number **8350**
Operated by: /AIR CANADA EXPRESS - JAZZ
CONFIRMED, Confirmation# **s.22**

Wednesday, 13 March

Departure: YVR VANCOUVER BC, CANADA
8:50AM
Main Terminal

Arrival: YYF PENTICTON BC, CANADA
9:45AM

Please verify flight times prior to departure

Class: Economy
Aircraft: DEHAVILLAND DASH 8
TURBOPROP

Duration: 0hour(s) and 55minute(s)
Distance (in Miles): 164

John Horgan
Seat(s): Check-In Required

Evan Brown
Seat(s): Check-In Required



WESTJET WS Flight Number **3261**
Operated by: WESTJET ENCORE
CONFIRMED, Confirmation# **s.22**

Wednesday, 13 March

Departure: YLW KELOWNA BC, CANADA
6:05PM

Arrival: YYJ VICTORIA BC, CANADA
7:10PM

Please verify flight times prior to departure

Class: Economy
Aircraft: DEHAVILLAND DASH 8-400
TURBOPROP

Duration: 1hour(s) and 5minute(s)
Distance (in Miles): 204

John Horgan
Seat(s): **s.15** / Confirmed

Evan Brown
Seat(s): **s.15** / Confirmed

If you no longer wish to receive these emails please contact: confirmation@tripcase.com.

Shortt, Amanda PREM:EX

Subject: Air Canada : Vancouver to Penticton (8:50 AM)
Location: Flight AC 8350

Start: Wed 2019-03-13 8:50 AM
End: Wed 2019-03-13 9:45 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required Attendees Brown, Evan PREM:EX; Hockin, Amber PREM:EX; Holmwood, Jen PREM:EX

Wednesday, March 13, 2019

AIR CANADA Flight # AC 8350

Depart Vancouver Airport (Main Terminal) at 8:50 AM
Arrive Penticton Airport at 9:45 AM

CONFIRMATION #	Premier s.22	Seat # s.15
	Evan s.22	Seat # s.15
	Amber	Seat #
	Jen	Seat # s.15

Booked with Tamra at Flight Centre, tel # 250-360-2058

Elizabeth-01-03-19

Shortt, Amanda PREM:EX

Subject: WEST JET: Kelowna to Victoria (6:05 PM)

Location: WS Flight # 3261

Start: Wed 2019-03-13 6:05 PM

End: Wed 2019-03-13 7:10 PM

Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required Attendees Brown, Evan PREM:EX; Hockin, Amber PREM:EX; Holmwood, Jen PREM:EX

Wednesday, March 13, 2019

****NOTE: Check-in required for seating****

WESTJET Flight # WS 3261

Depart Kelowna Airport at 6:05 PM

Arrive Victoria Airport at 7:10 PM

CONFIRMATIONS: Premier #s.22

Amber

Evan

Jen

Booked with Tamra at Flight Centre, tel # 250-360-2058

Elizabeth-01-03-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 1, 2019 3:31 PM
To: Nash, Amber PREM:EX
Subject: RE: Merritt March 21

Great. I'll book Amber.

From: Nash, Amber PREM:EX
Sent: March 1, 2019 3:28 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Merritt March 21

10am is the best one I think

From: Parkinson, Elizabeth PREM:EX
Sent: March 1, 2019 3:05 PM
To: Nash, Amber PREM:EX <Amber.Nash@gov.bc.ca>
Subject: FW: Merritt March 21

Hi Amber,

Here are early options form Kamloops to Vancouver March 21

Mar 21- Kamloops to Vancouver

AC8189Y 21MAR Q Kamloops to Vancouver 650A 744A

AC8191Y 21MAR Q Kamloops to Vancouver 1010A 1104A

AC8193Y 21MAR Q Kamloops to Vancouver 140P 234P

Elizabeth

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 1, 2019 3:34 PM
To: 'Tamra Bartilucci'
Subject: RE: Merritt March 21

Thanks again Tamra. Can I please book the March 20th AC flight #8190 at 8:50 AM, Vancouver to Kamloops and then returning March 21st AC 8191 Kamloops to Vancouver at 10:10 AM? Flights are for the Premier, Evan and Jennifer Holmwood.

Elizabeth

From: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Sent: March 1, 2019 2:38 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Merritt March 21

Hi Elizabeth
Here are early options form Kamloops to Vancouver

Mar 21- Kamloops to Vancouver

AC8189Y 21MAR Q Kamloops to Vancouver 650A 744A

AC8191Y 21MAR Q Kamloops to Vancouver 1010A 1104A

AC8193Y 21MAR Q Kamloops to Vancouver 140P 234P

Please let me know if you have any questions or need anything further .

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

From: Parkinson, Elizabeth PREM:EX [<mailto:Elizabeth.Parkinson@gov.bc.ca>]
Sent: Friday, March 01, 2019 2:33 PM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Subject: Merritt March 21

Hi Tamra,

Sorry to bug you for yet another option. Can you please send me the options out of Kamloops in the am on March 21st?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 1, 2019 3:43 PM
To: 'communications@broadbentinstitute.ca'
Subject: Accommodation for Summit 2019

Hello!

Can you please advise accommodation suggestions for a staff member attending the Summit?

Much thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 1, 2019 4:04 PM
To: s.15; s.22
Cc:
Subject: FW: Eticket : John Horgan, Evan Brown and Jennifer Holmwood / Vancouver to Kamloops / March 20-21
Attachments: Travel Reservation March 20 for JOHN HORGAN.pdf

From: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Sent: March 1, 2019 4:02 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Eticket : John Horgan, Evan Brown and Jennifer Holmwood / Vancouver to Kamloops / March 20-21

Please let me know if you have any questions or need anything further .
Tamra

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

From: Flight Centre Business Travel [<mailto:confirmation@tripcase.com>]
Sent: Friday, March 01, 2019 4:01 PM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Subject: Travel Reservation March 20 for JOHN HORGAN

FLIGHT CENTRE
Business Travel

Flight Centre Business
Travel
250-360-2058

Itinerary

Add to Calendar

Itinerary

Priority Notes from your Travel Arranger
THANK YOU FOR BOOKING WITH FLIGHT CENTRE BUSINESS TRAVEL
YOUR TRAVEL MANAGER IS TAMRA BARTILUCCI
FOR EMERGENCY 24 HOUR ASSISTANCE PLEASE CALL 1-250-415-2330

Trip to: KAMLOOPS BC, CANADA Reservation code: s.22
Passenger(s): HORGAN/JOHN Airline Reservation Code:
BROWN/EVAN
HOLMWOOD/JENNIFER



AIR CANADA AC Flight Number **8190**
Operated by: /AIR CANADA EXPRESS - JAZZ
CONFIRMED, Confirmation#s.22

Wednesday, 20 March

Departure: YVR VANCOUVER BC, CANADA
8:50AM
Main Terminal

Arrival: YKA KAMLOOPS BC, CANADA
9:39AM

Please verify flight times prior to departure

Class: Economy Duration: 0hour(s) and 49minute(s)
Aircraft:DEHAVILLAND DASH 8-400 Distance (in Miles): 161
TURBOPROP

John Horgan
Seat(s): Check-In Required

Evan Brown
Seat(s): Check-In Required

Jennifer Holmwood
Seat(s): Check-In Required



AIR CANADA AC Flight Number **8191**
Operated by: /AIR CANADA EXPRESS - JAZZ
CONFIRMED, Confirmation#s.22

Thursday, 21 March

Departure: YKA KAMLOOPS BC, CANADA
10:10AM

Arrival: YVR VANCOUVER BC, CANADA
11:04AM
Main Terminal

Please verify flight times prior to departure

Class: Economy Duration: 0hour(s) and 54minute(s)
Aircraft:DEHAVILLAND DASH 8-400 Distance (in Miles): 161
TURBOPROP

John Horgan
Seat(s): Check-In Required

Evan Brown
Seat(s): Check-In Required

Jennifer Holmwood

Seat(s): Check-In Required

If you no longer wish to receive these emails please contact: confirmation@tripcase.com.

Shortt, Amanda PREM:EX

Subject: AIR CANADA: Flight to Kamloops (8:50 AM)

Location: Flight # AC 8190

Start: Wed 2019-03-20 8:50 AM

End: Wed 2019-03-20 9:39 AM

Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required Attendees Brown, Evan PREM:EX; Holmwood, Jen PREM:EX

Wednesday, March 20, 2019

AIR CANADA Flight # AC 8190

Depart Vancouver Airport (Main Terminal) at 8:50 AM

Arrive Victoria Airport at 9:39

CONFIRMATION # Premier , Evan & Jen #s.22 Seat # s.15

Booked with Tamra at Flight Centre, Tel # 250-360-2058

Elizabeth-01-03-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 1, 2019 4:31 PM
To: Robinson, Jon PREM:EX
Subject: RE: travel request

I'll check flight options Jon and then look at the other stuff for you.

From: Robinson, Jon PREM:EX
Sent: March 1, 2019 3:37 PM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Cc: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: travel request

Hello Vanessa and Elizabeth,

As you likely know, the Premier's speaking engagement at the Broadbent Institute Progress Summit is currently up-in-the-air as we await approved leave from the Whip's Office. It seems more and more likely that he will have to arrange a Skype engagement, but we are still hopeful that he can attend in person. Regardless of the outcome, Geoff and Amber have asked that I attend the Summit as a PO representative. It will be a great opportunity to meet national policy leaders and also arrange other meetings with national stakeholders located in Ottawa.

Conference details here: <https://www.broadbentinstitute.ca/summit2019>

Pending approval from Vanessa, I need to book the following:

- Flights to Ottawa leaving March 27 and returning March 30
- Conference registration
- Hotel in Ottawa for three nights

My quick guess is that this will total cost approx. \$2,000

Vanessa, please advise next steps.

Many thanks,

Jon Robinson, Director of Policy
Office of the Premier | Government of BC
501 Belleville St, Victoria, BC V8V 2L8 | 250-893-4538

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 1, 2019 4:52 PM
To: 'Tamra Bartilucci'
Subject: Flights Vic-Van, March 11

Hi Tamra,

Can you please send me the availability for evening flights to Van on March 11th? I'd need availability for 5 people.

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

Subject: OVERNIGHT: s.15

Location: s.15

Start: Mon 2019-03-11 12:00 AM

End: Tue 2019-03-12 12:00 AM

Show Time As: Free

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX

Required Attendees Brown, Evan PREM:EX; Holmwood, Jen PREM:EX; Hockin, Amber PREM:EX

Monday, March 11, 2019

OVERNIGHT: s.15

s.15 , \$159 per night plus taxes

CONFIRMATIONS: Premier # s.22

Evan #

Jen #

Amber #

Elizabeth-01-03-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 1, 2019 5:03 PM
To: Nash, Amber PREM:EX
Subject: FW: Flights Vic-Van, March 11

Hi Amber,

These are the flights that are available, all have good availability right now .

AC8074Y 11MAR M Victoria to Vancouver 505P 535P

AC8076Y 11MAR M Victoria to Vancouver 635P 705P

WS3184Y 11MAR M Victoria to Vancouver 640P 711P

AC8080Y 11MAR M Victoria to Vancouver 820P 850P

Elizabeth

Shortt, Amanda PREM:EX

Subject: AIR CANADA: Kamloops to Vancouver (10:10 AM)
Location: Flight # AC 8191

Start: Thu 2019-03-21 10:10 AM
End: Thu 2019-03-21 11:04 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX
Required Attendees Brown, Evan PREM:EX; Holmwood, Jen PREM:EX

Thursday, March 21, 2019

AIR CANADA Flight # AC 8191

Depart Kamloops Airport at 10:10 AM
Arrive Vancouver Airport (main terminal) at 11:04 AM

CONFIRMATIONS: Premier, Evan & Jen #s.22 Seat #s.15

Booked with Tamra at Flight Centre, Tel 250-360-2058

Elizabeth-01-03-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 4, 2019 9:20 AM
To: s.15; s.22
Subject: FW: s.15
Attachments: ConfirmLetter.pdf

First confirmation under my name.

From: s.15
Sent: March 4, 2019 9:12 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: s.15

Please review the attached PDF for your confirmation.

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 4, 2019 9:21 AM
To: s.15; s.22
Subject: FW: s.15
Attachments: ConfirmLetter.pdf

s.15

From: s.15
Sent: March 4, 2019 9:14 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: s.15

Please review the attached PDF for your confirmation.

Page 057 of 500

Withheld pursuant to/removed as

s.22

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 4, 2019 9:40 AM
To: Rainaldi, Mario CITZ:EX
Subject: RE: QP Union Bug Logo

Thanks for the reminder Mario. I'll get them to you today.

From: Rainaldi, Mario CITZ:EX
Sent: March 4, 2019 8:55 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: FW: QP Union Bug Logo

Hi Elizabeth,

Just checking to see if you still require these cards as I haven't seen a requisition form.

Thanks,

Mario Rainaldi

Print Agent | Print Brokerage | Queen's Printer

Ph: 250 356-8674 | **e:** Mario.Rainaldi@gov.bc.ca **M:** PO Box 9452, Stn Prov Govt, Victoria BC V8W 9V7

www.gov.bc.ca/printingandsignage

From: Anita Wong <awong@hemlock.com>
Sent: February 26, 2019 1:28 PM
To: Rainaldi, Mario CITZ:EX <Mario.Rainaldi@gov.bc.ca>
Cc: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: QP Union Bug Logo

Thank you very much Mario,

I have cancelled this order and refunded Elizabeth for her order. Also, attached the proofs from her order if it helps in any way.

Have a great day,

Anita Wong

Online Services Representative

Hemlock Printers Ltd | www.hemlock.com

7050 Buller Ave, Burnaby BC V5J 4S4

From: "Rainaldi, Mario CITZ:EX" <Mario.Rainaldi@gov.bc.ca>
Date: Tuesday, February 26, 2019 at 1:24 PM
To: Anita Wong <awong@hemlock.com>
Cc: "Parkinson, Elizabeth PREM:EX" <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: QP Union Bug Logo

Hi again,

We would like to have this order cancelled and Elizabeth reimbursed as we will now send it to one of our union suppliers.

Thanks again for your help,

Mario Rainaldi

Print Agent | Print Brokerage | Queen's Printer

Ph: 250 356-8674 | e: Mario.Rainaldi@gov.bc.ca M: PO Box 9452, Stn Prov Govt, Victoria BC V8W 9V7

www.gov.bc.ca/printingandsignage

From: Anita Wong <awong@hemlock.com>

Sent: February 26, 2019 1:20 PM

To: Rainaldi, Mario CITZ:EX <Mario.Rainaldi@gov.bc.ca>

Cc: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>

Subject: Re: QP Union Bug Logo

Hi Mario,

Thank you very much for letting me know. I will be sure to send them your way as requested moving forward.

Please let me know how to proceed with this order when it is ready.

Thank you,

Anita Wong

Online Services Representative

Hemlock Printers Ltd | www.hemlock.com

7050 Buller Ave, Burnaby BC V5J 4S4

From: "Rainaldi, Mario CITZ:EX" <Mario.Rainaldi@gov.bc.ca>

Date: Tuesday, February 26, 2019 at 1:17 PM

To: "Parkinson, Elizabeth PREM:EX" <Elizabeth.Parkinson@gov.bc.ca>, Anita Wong <awong@hemlock.com>

Subject: RE: QP Union Bug Logo

Hi Anita,

Thank you for looking into this.

Going forward, if there are any requests to have a union bug on a business card please have them contact me directly at Mario.Rainaldi@gov.bc.ca, or email our general inbox QPPrintServices@gov.bc.ca

Thanks,

Mario Rainaldi

Print Agent | Print Brokerage | Queen's Printer

Ph: 250 356-8674 | e: Mario.Rainaldi@gov.bc.ca M: PO Box 9452, Stn Prov Govt, Victoria BC V8W 9V7

www.gov.bc.ca/printingandsignage

From: Parkinson, Elizabeth PREM:EX
Sent: February 26, 2019 11:22 AM
To: 'Anita Wong' <awong@hemlock.com>; Rainaldi, Mario CITZ:EX <Mario.Rainaldi@gov.bc.ca>
Subject: RE: QP Union Bug Logo

Thank you for following up Anita. Please let me know if there is a problem and I will have the Deputy Chief of Staff contact Queen's Printer. All business cards for our office will have this union bug going forward, not just the Premier's business cards which I attached previously.

Thanks,

Elizabeth

From: Anita Wong <awong@hemlock.com>
Sent: February 26, 2019 11:08 AM
To: Rainaldi, Mario CITZ:EX <Mario.Rainaldi@gov.bc.ca>
Cc: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: QP Union Bug Logo

Hi Mario,

I just wanted to follow up on this request as well. Please let us know if the union bug logo is approved.

And if it should be a one-time adjustment for \$12 per card (there are 4 names in this order), or if we should add this to the template as an option?

We also do not have artwork for this – could you kindly send it to us if you have a copy?

Thank you,

Anita Wong

Online Services Representative

Hemlock Printers Ltd | www.hemlock.com
7050 Buller Ave, Burnaby BC V5J 4S4

From: Anita Wong <awong@hemlock.com>
Date: Monday, February 25, 2019 at 11:00 AM
To: "Rainaldi, Mario CITZ:EX" <Mario.Rainaldi@gov.bc.ca>
Subject: QP Union Bug Logo

Good morning Mario,

I have a request from Elizabeth Parkinson to add a union bug logo on the bottom right of some business cards. Attached is scanned sample from Elizabeth.

Could you kindly advise if we can do this?

If yes, could you please send us the artwork file as she does not have it.

Thank you for your help!

Anita Wong

Online Services Representative

Hemlock Printers Ltd | www.hemlock.com

7050 Buller Ave, Burnaby BC V5J 4S4

Shortt, Amanda PREM:EX

Subject: OVERNIGHT: s.15
Location: s.15

Start: Thu 2019-03-07 12:00 AM
End: Fri 2019-03-08 12:00 AM
Show Time As: Free

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX
Required AttendeesBrown, Evan PREM:EX
Optional Attendees:s.17

Thursday, March 7, 2019

OVERNIGHT: s.15

s.15 \$229 per night plus taxes

CONFIRMATIONS: Premier #s.22
Evan

Elizabeth-01-03-19

Shortt, Amanda PREM:EX

Subject: HELIJET: Victoria to Vancouver (11:00 AM)
Location: Flight # 784

Start: Sun 2019-03-10 11:00 AM
End: Sun 2019-03-10 11:35 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX

Required Attendees McConnell, Sheena PREM:EX; Brown, Evan PREM:EX

Sunday, March 10, 2019

HELIJET Flight # 784

Depart Victoria Harbour at 11:00 Am
Arrive Vancouver Harbour at 11:35 AM

CONFIRMATIONS: Premier #s.22
s.15
Sheena
Evan

Helijet Tel # 1-800-665-4354

Elizabeth-04-03-19

Shortt, Amanda PREM:EX

Subject: Air Canada : Vancouver to Penticton (8:50 AM)
Location: Flight AC 8350

Start: Wed 2019-03-13 8:50 AM
End: Wed 2019-03-13 9:45 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required Attendees Brown, Evan PREM:EX; Hockin, Amber PREM:EX; Holmwood, Jen PREM:EX

Wednesday, March 13, 2019

AIR CANADA Flight # AC 8350

Depart Vancouver Airport (Main Terminal) at 8:50 AM
Arrive Penticton Airport at 9:45 AM

CONFIRMATION #	Premier #s.22	Seat s.15
	Evan #s.22	Seat # s.1
	Amber #s.22	Seat #s.1
	Jen #s.22	Seat # s.1

Booked with Tamra at Flight Centre, tel # 250-360-2058

Elizabeth-01-03-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 4, 2019 10:56 AM
To: Geary, Vanessa PREM:EX
Subject: RE: Invoice

Yes, correct. Thanks Vanessa.

From: Geary, Vanessa PREM:EX
Sent: March 4, 2019 10:55 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Invoice

Just to be clear - 16,400 minus 7000 leaves us balance of about \$9000?
Bob will be working 2.5-3 weeks this month so probably safer to go ahead with \$5000 transfer

Sent from my iPhone

On Mar 4, 2019, at 10:25 AM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Hi Vanessa,

Oracle shows a balance of \$16,400 in Fees and \$19,539.79 in Expenses for Bob's contract. The expenses will be updated by Saija when she enters his flights quarterly. If Bob bills a full month in March we would not have enough in the Fees to cover.

Thanks,

Elizabeth

From: Geary, Vanessa PREM:EX
Sent: March 4, 2019 10:00 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: FW: Invoice

From: Dewar, Bob PREM:EX
Sent: Monday, March 4, 2019 8:13 AM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Cc: s.22
Subject: Invoice

Hi Vanessa,

Enclosed is my invoice from February.

Thanks,

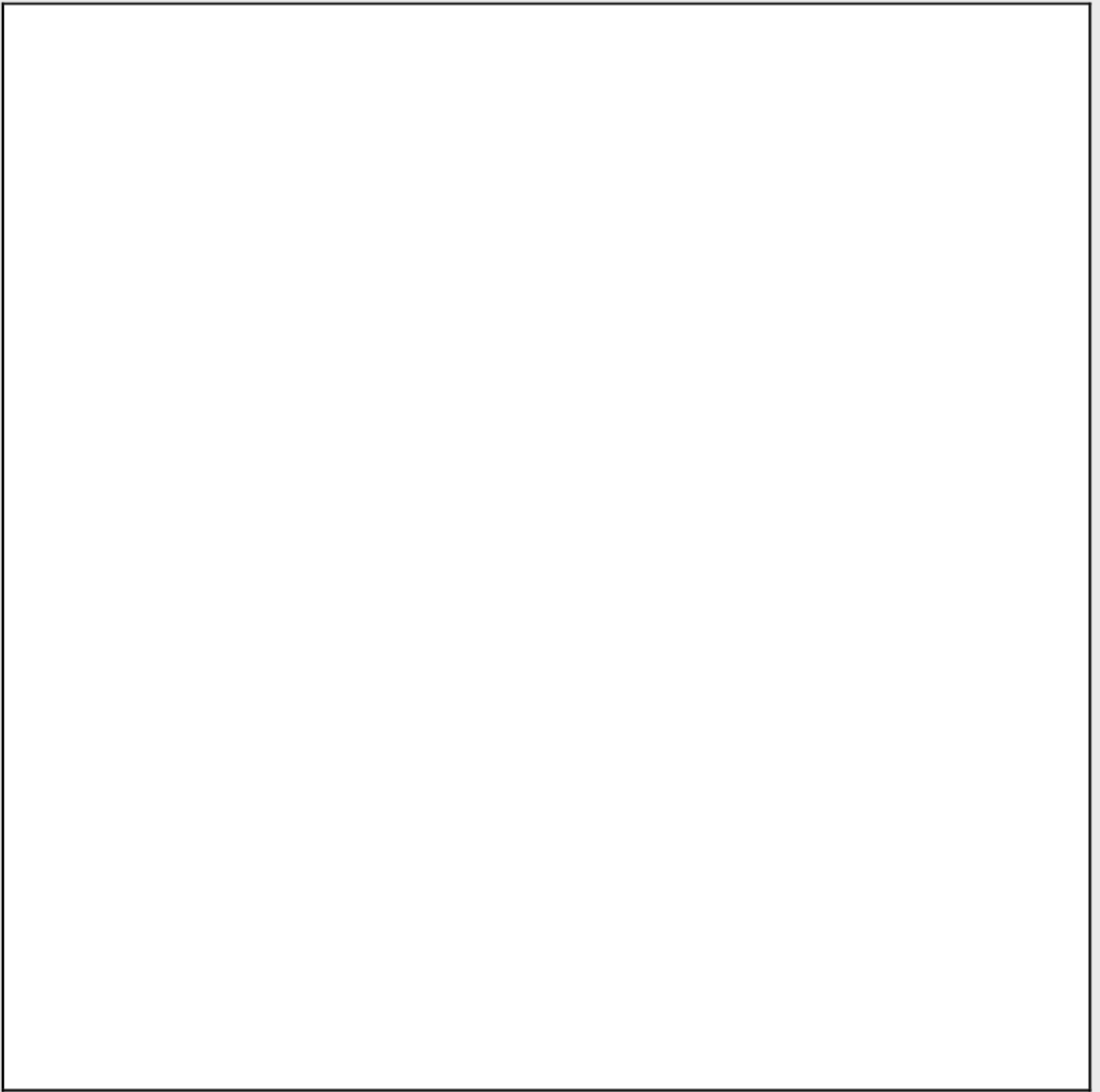
Bob

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 4, 2019 11:23 AM
To: Holmwood, Jen PREM:EX; McConnell, Sheena PREM:EX; Aaron, Sage PREM:EX
Subject: FW: Journalism Matters.

From: The Jack Webster Foundation <info@jackwebster.com>
Sent: March 4, 2019 11:18 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Journalism Matters.

[View this email in your browser](#)

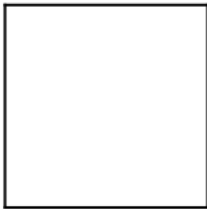


Journalism Matters

In the age of fake news, where mainstream media is increasingly under fire and newsrooms have been decimated by budget cuts, we consider the role of the Jack Webster Foundation to not only support the industry's best, but to also celebrate and promote journalism that can be trusted. Journalism that matters.

We recently produced a video that echoes that sentiment. We hope you agree.

Watch the video and [click here](#), then press the play arrow on the video page.



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You are receiving this email as a previous ticket purchaser/attendee of the Jack Webster Awards.

Our mailing address is:

Jack Webster Foundation
2954 W.30th Ave.
Vancouver, BC V6L1Z4
Canada

[Add us to your address book](#)

Want to change how you receive these emails?

You can [update your preferences](#) or [unsubscribe from this list](#).

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 4, 2019 11:26 AM
To: Nash, Amber PREM:EX
Subject: Premier says he wants to attend the Tuesday Fire fighters event in the evening



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

Subject: Canceled: Sheena: HELIJET: Vancouver to Victoria (6:45 PM)
Location: Flight# 731

Start: Thu 2019-03-21 6:45 PM
End: Thu 2019-03-21 7:20 PM
Show Time As: Free

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17
Required Attendees McConnell, Sheena PREM:EX

Importance: High

Thursday, March 21, 2019

HELIJET Flight # 731

Depart Vancouver Harbour at 6:45 PM
Arrive Victoria Harbour at 7:20 PM

CONFIRMATIONS: Sheena s.22

Helijet Tel # 1-800-665-4354

Elizabeth-04-03-19

Shortt, Amanda PREM:EX

Subject: HELIJET: Victoria to Vancouver (8:40 AM)
Location: Flight # 708

Start: Tue 2019-03-19 8:40 AM
End: Tue 2019-03-19 9:15 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required Attendees Brown, Evan PREM:EX; Holmwood, Jen PREM:EX

Tuesday, March 19, 2019

HELIJET Flight # 708

Depart Victoria Harbour at 8:40 AM
Arrive Vancouver Harbour at 9:15 AM

CONFIRMATIONS: Premier#s.22
s.15
Evan
Jen

Helijet Tel # 1-800-665-4354

Elizabeth-04-03-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 4, 2019 11:50 AM
To: s.15; s.22
Cc:
Subject: HELIJET: Victoria to Vancouver, Marc. 11

From: passengerservices@helijet.com <passengerservices@helijet.com>
Sent: March 4, 2019 11:46 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Thank you for choosing to take off with Helijet!



Please review your reservation below.

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

We look forward to welcoming you aboard your flight soon!

Customer Information

Account

Customer #	s.22
Name	Tba s.15
Company	Office Of The Premier

Booking s.22

Monday, March 11, 2019

858

18:40 Victoria Harbour (Downtown)

19:15 Vancouver Harbour (Downtown)

35 minutes

Invoice s.22

FARE-YWH-FULL_Winter2019	\$333.33
+ GST	\$16.67
Billing	\$333.33
Taxes	\$16.67

Confirmed**1 Passengers - Full-Fare**

. Tba s.15 , Male

Add to Calendar**Grand Total****\$350.00**

Helijet fares are fully Changeable / Refundable up to 5pm the day prior to departure.

After 5pm all next-day travel is non-refundable and only changeable for same-day travel. Any cancellations will result in a non-refundable cancellation fee equal to the value of the one-way travel.

Failure to change 1 hour prior or check-in 20 minutes prior to departure will also result in the cancellation of any onward and/or return reservations
(additional cancellation fees may apply)

THIS ITINERARY IS YOUR OFFICIAL TRAVEL DOCUMENT, PLEASE READ FULLY

Carriage is subject to applicable tariffs, conditions of carriage and related regulations which are available at the Helijet International administration offices. Carriage here under is subject to the rules and limitations relating to the liability established by the Warsaw Convention.

GST#:

R102320165

Passenger Travel Information:

For detailed Travel Information visit helijet.com or call Helijet Reservations 1.800.665.4354

Payment:

Credit Card is required at time of booking to hold reservations, and will be charged in-full at time of check-in, or if change/cancellation or no-show fee applies.

Passenger Check-in:

Passengers are required to check-in at least 20 minutes prior to scheduled flight departure time. When flight boarding commences, seats will be forfeited & any onward/return flights may be cancelled.

Changes/Cancellations & No Show Penalty:

Unless otherwise stated, all fares may be cancelled, changed and refunded up to 5pm the day prior to departure. All same-day bookings are non-refundable.

After 5pm, all next-day travel is non-refundable and only changeable for same-day travel; a fare upgrade may be required. On the day of travel, changes must be made at least 1 hour prior to departure or the cancellation fee, equal to the value of the one-way travel, will apply. Failure to check in prior to departure will also result in any onward and/or return reservations being cancelled, with any applicable cancellation fees applied.

Terminals:

Helijet scheduled flights operate from four terminals, please ensure you are aware of your flight departure/arrival locations;

Vancouver Harbour Heliport: 455 West Waterfront Road, Vancouver BC (*note: pedestrian access via Waterfront Station requires Compass Card or Fare Payment)

Vancouver International Airport: 5911 Airport Road South, Richmond BC

Victoria Harbour Heliport: 79 Dallas Road, Victoria BC
Nanaimo Harbor Heliport at Nanaimo Cruise Ship Welcome Centre: 100 Port Drive, Nanaimo BC

Parking:

Free Parking (7 days maximum) is included with tickets purchased on Helijet Scheduled Flights. Space may be limited, please observe signage in designated parking areas. Note: some locations are secured after-hours, ask at check-in for information.

Aircraft Type:

Scheduled flights are operated by 12 passenger Sikorsky S-76 helicopters

Travel Documentation:

Government issued Photo ID must be presented at check-in of all flights for all passengers appearing 18 years or over.

Children and Youth travelling unaccompanied must present Government issued ID; birth certificate, passport, driver's license or provincial ID card.

Proof of age must be presented for children who appear to be over 12 years of age and is recommended for youth (13-17 years) travelling with an adult.

Baggage Allowance:

Baggage is limited to 2 pieces per person (including hand baggage) weighing no more than 50lbs total.

Excess baggage will be accepted on a space available basis. No carry-on cabin baggage is allowed.

Please visit <http://www.catsa-acsta.gc.ca/> for information on how to "Pack Smart" and avoid delays

Baggage Liability:

The liability for the loss of and/or the damage to any personal property, including baggage or goods is limited to an amount equal to the value of such baggage or goods, which shall not exceed \$250.00 (CAD) per passenger, unless greater value declared.

Transportation upon arrival:

Helijet is pleased to offer courtesy shuttle van drop off service within the downtown core in Victoria, Vancouver Harbour, and Nanaimo, ask the driver for drop off locations. Taxis & rental cars may also be available, please ask an agent.

Accessibility:

To ensure your travel is possible, passengers with limited mobility and/or special needs must advise Helijet Reservations at 1.800.665.4354

Pets on Helijet:

If you have a Special Assistance Animal please advise Helijet Reservations. Other small pets and animals are not accepted for carriage, please visit our website for restrictions.

Weather Conditions:

If due to weather conditions the flight is unable to operate Helijet will make every attempt to contact passengers as early as possible via phone numbers and/or email addresses provided.

Reservations:

Reservations are required for all flights and may be booked online at www.helijet.com or by calling 1.800.665.4354 (within North America).

Login to your account at helijet.com

Thank you again for choosing to fly with Helijet.

passengerservices@helijet.com

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 4, 2019 11:51 AM
To: Nash, Amber PREM:EX
Subject: RE: Van-Vic, March 10

Yes, will do.

From: Nash, Amber PREM:EX
Sent: March 4, 2019 11:50 AM
To: Badger, Joleen GCPE:EX <Joleen.Badger@gov.bc.ca>
Cc: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Van-Vic, March 10

Thanks! E -Can you book AC accordingly?

From: Badger, Joleen GCPE:EX
Sent: March 4, 2019 10:55 AM
To: Nash, Amber PREM:EX <Amber.Nash@gov.bc.ca>
Cc: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Van-Vic, March 10

Good morning,

Confirmed we can move his speech up so he can arrive at 6:00pm and leave by 7:45pm.

Thanks,
Joleen

From: Nash, Amber PREM:EX
Sent: Thursday, February 28, 2019 5:12 PM
To: Badger, Joleen GCPE:EX
Cc: Parkinson, Elizabeth PREM:EX
Subject: RE: Van-Vic, March 10

Ah. Ok. If that's not possible then we will have to go with the 9:55pm

From: Badger, Joleen GCPE:EX
Sent: February 28, 2019 5:05 PM
To: Nash, Amber PREM:EX <Amber.Nash@gov.bc.ca>
Cc: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Van-Vic, March 10

They currently have him speaking at 8:30 so I'll need to talk to them and see if we can switch things around.

Joleen Badger
Manager, Events
604-916-3551

On Feb 28, 2019, at 5:00 PM, Nash, Amber PREM:EX <Amber.Nash@gov.bc.ca> wrote:

I'd prefer the 9 - I think that means leaving the event closer to 7:45....

Joleen can you confirm This would be ok participation wise? He'd be there from 6-7:45pm which is pretty good.

Amber

On Feb 28, 2019, at 4:34 PM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Hi Amber,

These are the 3 last flights of the day. All have good availability as of now

WS3185Y 10MAR S Vancouver to Victoria 900P 935P

AC8081Y 10MAR S Vancouver to Victoria 955P 1025P

AC8087Y 10MAR S Vancouver to Victoria 1100P 1130P

Elizabeth

Page 079 of 500 to/à Page 081 of 500

Withheld pursuant to/removed as

s.22

Shortt, Amanda PREM:EX

Subject: HELIJET: Victoria to Vancouver (6:40)

Location: Flight # 858

Start: Mon 2019-03-11 6:40 PM

End: Mon 2019-03-11 7:15 PM

Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX

Required Attendees Brown, Evan PREM:EX; Nash, Amber PREM:EX; Holmwood, Jen PREM:EX

Monday, March 11, 2019

HELIJET Flight # 858

Depart Victoria Harbour at 6:40 PM

Arrive Vancouver Harbour at 7:15 PM

CONFIRMATIONS: Premier s.22

s.15

Evan

Jen

Amber

Helijet Tel # 1-800-665-4354

Elizabeth-04-03-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 4, 2019 12:06 PM
To: Wade, Debbie PREM:EX
Subject: March 11

Hi Debbie,

Does Amber require a room at the s.15 as she's staffing the Premier?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 4, 2019 12:51 PM
To: 'Tamra Bartilucci'
Subject: RE: Van-Vic, March 10

Thanks very much Tamra!

From: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Sent: March 4, 2019 12:48 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Van-Vic, March 10

Hi Elizabeth

These are confirmed I used a credit so Im just waiting on Westjet to send me the ticket

T

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

From: Parkinson, Elizabeth PREM:EX [<mailto:Elizabeth.Parkinson@gov.bc.ca>]
Sent: Monday, March 04, 2019 12:09 PM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Cc: s.15; s.22
Subject: RE: Van-Vic, March 10

Hi Tamra,

Can I please confirm the Premier, Sheena and Evan on the 9:00 pm flight to Victoria?

Thanks,

Elizabeth

From: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Sent: February 28, 2019 4:26 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Van-Vic, March 10

Hi Elizabeth,

These are the 3 last flights of the day. All have good availability as of now

WS3185Y 10MAR S Vancouver to Victoria 900P 935P

AC8081Y 10MAR S Vancouver to Victoria 955P 1025P

AC8087Y 10MAR S Vancouver to Victoria 1100P 1130P

Tamra

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

From: Parkinson, Elizabeth PREM:EX [<mailto:Elizabeth.Parkinson@gov.bc.ca>]
Sent: Thursday, February 28, 2019 4:15 PM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Subject: RE: Van-Vic, March 10

Sorry Tamra! Yes, evening.

From: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Sent: February 28, 2019 4:14 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Van-Vic, March 10

Hi Elizabeth

Is this pm?

Thanks !

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

From: Parkinson, Elizabeth PREM:EX [<mailto:Elizabeth.Parkinson@gov.bc.ca>]
Sent: Thursday, February 28, 2019 4:13 PM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Subject: Van-Vic, March 10

Hi Tamra,

Can you please let me know the flights available from Vancouver to Victoria on March 10th after 9:30 ish?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 4, 2019 12:59 PM
To: 's.15'; s.22
Subject: RE: FW: s.15

Hi s.15; .

Yes, both rooms in my name are for you.

EP

From: s.15; s.22
Sent: March 4, 2019 12:58 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: s.15; s.22
Subject: Re: FW: s.15

Thanks Elizabeth. Are both of the rooms for us? If so, thank you. One will be for s.15; and one for s.15;

s.15;

>>> On 2019/03/04 at 9:19 AM, in message <1603673232de4c298a6f60da90027516@E3PMBX19.idir.BCGOV>, "Parkinson, Elizabeth PREM:EX" <Elizabeth.Parkinson@gov.bc.ca> wrote:

First confirmation under my name.

From: s.15
Sent: March 4, 2019 9:12 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: s.15

Please review the attached PDF for your confirmation.

Shortt, Amanda PREM:EX

Subject: WESTJET: Vancouver to Victoria (9:00 PM)
Location: Flight # WS 3185

Start: Sun 2019-03-10 9:00 PM
End: Sun 2019-03-10 9:35 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required Attendees Brown, Evan PREM:EX; McConnell, Sheena PREM:EX

Sunday, March 10, 2019

WESTJET Flight # WS 3185

Depart Vancouver Airport (Main Terminal) at 9:00 pm
Arrive Victoria Airport at 9:35 PM

CONFIRMATIONS: Premier, Evan, Sheena s.22 , Seat # s.15

Booked with Tamra at Flight Centre, tel # 250-360-2058

Elizabeth-04-01-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 4, 2019 1:54 PM
To: Dewar, Bob PREM:EX
Subject: RE: Do you still need me to call?

Will do Bob.

From: Dewar, Bob PREM:EX
Sent: March 4, 2019 1:50 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Do you still need me to call?

Can you book me a flight back to Winnipeg on Saturday. I would like the 820 flight from Victoria and the 950 flight to Winnipeg from YVR. Thanks Bob

Sent from my iPhone

On Mar 4, 2019, at 1:30 PM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

<image001.png> *Elizabeth Parkinson*
Finance and Administration Officer
Office of the Premier
*Direct: 778-974-6082
Reception: 250-387-1715
E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 4, 2019 1:56 PM
To: 'Tamra Bartilucci'
Subject: Flight for Bob Dewar, March 9

Hi Tamra,

Can I please book a seat for Bob Dewar from Victoria to Vancouver March 9th at 8:20 am and then from Vancouver to Winnipeg at 9:50 AM?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 4, 2019 2:14 PM
To: s.15
Subject: Room for the Premier, March 19

Hi again Angela,

Can I also reserve a room for the Premier, Evan and Jennifer on March 19th?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

Subject: HELIJET: Victoria to Vancouver (8:40 AM)
Location: Flight # 708

Start: Tue 2019-03-19 8:40 AM
End: Tue 2019-03-19 9:15 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required Attendees Brown, Evan PREM:EX; Holmwood, Jen PREM:EX

Tuesday, March 19, 2019

HELIJET Flight # 708

Depart Victoria Harbour at 8:40 AM
Arrive Vancouver Harbour at 9:15 AM

CONFIRMATIONS: Premier#s.22
s.15
Evan
Jen

Helijet Tel # 1-800-665-4354

Elizabeth-04-03-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 4, 2019 2:28 PM
To: Graham2, Dorothy LASS:EX
Subject: RE: Attend Question Period

Thanks Dorothy! Would you mind telling me the correct pronunciation for Wiebke?

From: Graham2, Dorothy <Dorothy.Graham2@leg.bc.ca>
Sent: March 4, 2019 2:26 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: FW: Attend Question Period

Hi Elizabeth,

There will be 6 staff from the Legislative Library for the March 7 Thursday question period:

- Jennifer Kitching
- Megan Laflin
- Katey Stickle
- Alieda Blandford
- Wiebke Imsel
- Iona Reid

If they could be introduced it would be very nice.

Thank you!
Dorothy

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 4, 2019 2:52 PM
To: s.15
Subject: RE: Book the Premier, March 12

s.22

Elizabeth

From: s.15
Sent: March 4, 2019 2:42 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Book the Premier, March 12

s.22

From: Parkinson, Elizabeth PREM:EX [Elizabeth.Parkinson@gov.bc.ca]
Sent: March 4, 2019 2:38 PM
To: s.15
Subject: RE: Book the Premier, March 12

Thank you Angela! s.22

From: s.15
Sent: March 4, 2019 2:33 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: s.15
Subject: RE: Book the Premier, March 12

Hello Elizabeth,
s.22

s.22 Team, can you please check for the government rate for March 12th for these guests and then also for March 19th for the Premier, Mr. Brown and Ms. Holmwood and get back to Elizabeth? Thank you so much.
Hope you have a great afternoon!
s.22

From: Parkinson, Elizabeth PREM:EX [Elizabeth.Parkinson@gov.bc.ca]
Sent: March 4, 2019 2:08 PM
To: s.15
Subject: Book the Premier, March 12

Hi Angela,

I hope you're well. Can I please book the Premier, Evan Brown, Jennifer Holmwood and Amber Hockin with you for the evening of March 12? Do you have availability?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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s.15

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 4, 2019 3:42 PM
To: 'Tamra Bartilucci'
Subject: RE: todays invoices

Thank you Tamra!

From: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Sent: March 4, 2019 3:27 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: todays invoices

TAMRA BARTILUCCI

Team Leader

Flight Centre Flight Centre Business Travel



Office: +1 250 360 2058   **Toll Free:** +1 866 420 4410



615 Broughton St
Victoria BC V8W 1C8
Canada



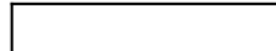
After Hours Emergency Assist: s.22



I'm only a call or email away!



Years in the industry: **11**
Countries visited: **30**
Favourite Destination: **Italy**
Next trip: **Shelter Island**



CPBC #42324 | TICO #4671384 | OPC #702971

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Withheld pursuant to/removed as

s.22

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 4, 2019 4:08 PM
To: Rainaldi, Mario CITZ:EX
Subject: RE: QP Union Bug Logo

Thanks very much Mario.

From: Rainaldi, Mario CITZ:EX
Sent: March 4, 2019 3:55 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: QP Union Bug Logo

Got them!

I will send this out to our Union suppliers and get a quote and proof for you shortly.

Talk to you soon,

Mario Rainaldi

Print Agent | Print Brokerage | Queen's Printer

Ph: 250 356-8674 | **e:** Mario.Rainaldi@gov.bc.ca **M:** PO Box 9452, Stn Prov Govt, Victoria BC V8W 9V7

www.gov.bc.ca/printingandsignage

From: Parkinson, Elizabeth PREM:EX
Sent: March 4, 2019 3:35 PM
To: Rainaldi, Mario CITZ:EX <Mario.Rainaldi@gov.bc.ca>
Subject: RE: QP Union Bug Logo

Perfect! He'll be over soon as he's off at 5:22 too.

From: Rainaldi, Mario CITZ:EX
Sent: March 4, 2019 3:34 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: QP Union Bug Logo

Hi Elizabeth,

Have him buzz \$15

FYI, I am off at 5:22

From: Parkinson, Elizabeth PREM:EX
Sent: March 4, 2019 3:33 PM
To: Rainaldi, Mario CITZ:EX <Mario.Rainaldi@gov.bc.ca>
Subject: RE: QP Union Bug Logo

Hi Mario,

Gary Hostad from our Correspondence branch will be bringing the samples over shortly. Can he get into your building?

Thanks,

Elizabeth

From: Rainaldi, Mario CITZ:EX
Sent: March 4, 2019 8:55 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: FW: QP Union Bug Logo

Hi Elizabeth,

Just checking to see if you still require these cards as I haven't seen a requisition form.

Thanks,

Mario Rainaldi

Print Agent | Print Brokerage | Queen's Printer

Ph: 250 356-8674 | **e:** Mario.Rainaldi@gov.bc.ca **M:** PO Box 9452, Stn Prov Govt, Victoria BC V8W 9V7

www.gov.bc.ca/printingandsignage

From: Anita Wong <awong@hemlock.com>
Sent: February 26, 2019 1:28 PM
To: Rainaldi, Mario CITZ:EX <Mario.Rainaldi@gov.bc.ca>
Cc: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: QP Union Bug Logo

Thank you very much Mario,

I have cancelled this order and refunded Elizabeth for her order. Also, attached the proofs from her order if it helps in any way.

Have a great day,

Anita Wong

Online Services Representative

Hemlock Printers Ltd | www.hemlock.com

7050 Buller Ave, Burnaby BC V5J 4S4

From: "Rainaldi, Mario CITZ:EX" <Mario.Rainaldi@gov.bc.ca>
Date: Tuesday, February 26, 2019 at 1:24 PM
To: Anita Wong <awong@hemlock.com>
Cc: "Parkinson, Elizabeth PREM:EX" <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: QP Union Bug Logo

Hi again,

We would like to have this order cancelled and Elizabeth reimbursed as we will now send it to one of our union suppliers.

Thanks again for your help,

Mario Rainaldi

Print Agent | Print Brokerage | Queen's Printer

Ph: 250 356-8674 | e: Mario.Rainaldi@gov.bc.ca M: PO Box 9452, Stn Prov Govt, Victoria BC V8W 9V7

www.gov.bc.ca/printingandsignage

From: Anita Wong <awong@hemlock.com>
Sent: February 26, 2019 1:20 PM
To: Rainaldi, Mario CITZ:EX <Mario.Rainaldi@gov.bc.ca>
Cc: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: QP Union Bug Logo

Hi Mario,

Thank you very much for letting me know. I will be sure to send them your way as requested moving forward.

Please let me know how to proceed with this order when it is ready.

Thank you,

Anita Wong

Online Services Representative

Hemlock Printers Ltd | www.hemlock.com

7050 Buller Ave, Burnaby BC V5J 4S4

From: "Rainaldi, Mario CITZ:EX" <Mario.Rainaldi@gov.bc.ca>
Date: Tuesday, February 26, 2019 at 1:17 PM
To: "Parkinson, Elizabeth PREM:EX" <Elizabeth.Parkinson@gov.bc.ca>, Anita Wong <awong@hemlock.com>
Subject: RE: QP Union Bug Logo

Hi Anita,

Thank you for looking into this.

Going forward, if there are any requests to have a union bug on a business card please have them contact me directly at Mario.Rainaldi@gov.bc.ca, or email our general inbox QPPrintServices@gov.bc.ca

Thanks,

Mario Rainaldi

Print Agent | Print Brokerage | Queen's Printer

Ph: 250 356-8674 | e: Mario.Rainaldi@gov.bc.ca M: PO Box 9452, Stn Prov Govt, Victoria BC V8W 9V7

www.gov.bc.ca/printingandsignage

From: Parkinson, Elizabeth PREM:EX
Sent: February 26, 2019 11:22 AM
To: 'Anita Wong' <awong@hemlock.com>; Rainaldi, Mario CITZ:EX <Mario.Rainaldi@gov.bc.ca>
Subject: RE: QP Union Bug Logo

Thank you for following up Anita. Please let me know if there is a problem and I will have the Deputy Chief of Staff contact Queen's Printer. All business cards for our office will have this union bug going forward, not just the Premier's business cards which I attached previously.

Thanks,

Elizabeth

From: Anita Wong <awong@hemlock.com>
Sent: February 26, 2019 11:08 AM
To: Rainaldi, Mario CITZ:EX <Mario.Rainaldi@gov.bc.ca>
Cc: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: QP Union Bug Logo

Hi Mario,

I just wanted to follow up on this request as well. Please let us know if the union bug logo is approved.

And if it should be a one-time adjustment for \$12 per card (there are 4 names in this order), or if we should add this to the template as an option?

We also do not have artwork for this – could you kindly send it to us if you have a copy?

Thank you,

Anita Wong
Online Services Representative

Hemlock Printers Ltd | www.hemlock.com
7050 Buller Ave, Burnaby BC V5J 4S4

From: Anita Wong <awong@hemlock.com>
Date: Monday, February 25, 2019 at 11:00 AM
To: "Rainaldi, Mario CITZ:EX" <Mario.Rainaldi@gov.bc.ca>
Subject: QP Union Bug Logo

Good morning Mario,

I have a request from Elizabeth Parkinson to add a union bug logo on the bottom right of some business cards. Attached is scanned sample from Elizabeth.

Could you kindly advise if we can do this?

If yes, could you please send us the artwork file as she does not have it.

Thank you for your help!

Anita Wong

Online Services Representative

Hemlock Printers Ltd | www.hemlock.com

7050 Buller Ave, Burnaby BC V5J 4S4

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 4, 2019 4:12 PM
To: 'Galya Bravo'
Subject: RE: Broadbent Institute Progress Summit: Accomodations

Thank you very much for the recommendation Galya.

Elizabeth

From: Galya Bravo <outreach@broadbentinstitute.ca>
Sent: March 3, 2019 9:18 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Broadbent Institute Progress Summit: Accomodations

Hello Elizabeth,

I am writing to inform you about accommodations for this event. I can recommend s.15 which are very close to s.15 and are a more affordable price.

Please let me know if you need more information or guidance with that.

Thank you,
Galya Bravo
outreach@broadbentinstitute.ca
s.22

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 4, 2019 4:21 PM
To: Dewar, Bob PREM:EX
Subject: FW: modification to contract
Attachments: Scan_20190304.pdf

Hi Bob,

I have this printed out for you if you're upstairs.

From: Geary, Vanessa PREM:EX
Sent: March 4, 2019 4:13 PM
To: Dewar, Bob PREM:EX <Bob.Dewar@gov.bc.ca>
Cc: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: modification to contract

Hi – please find attached a modification to your contract that allows the movement of \$5,000 from expenses to fees . The total amount of the contract remains \$150,000, but the amount for fees will increase from \$120 to \$125K and the amount for expenses will drop from \$30 to \$25K. As of the end of Feb, there is approximately \$9,000 remaining in fees and almost \$20,000 in expenses.

Although we could very well come in under the amount remaining for fees, I want to ensure your work is not hindered this month.

If you have any questions or concerns, please let me know. Otherwise, please sign and return to Elizabeth for processing.

Thanks Vanessa

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 4, 2019 4:35 PM
To: Wade, Debbie PREM:EX
Subject: RE: BMO Spend Dynamics Statement Ready

Hi Debbie,

I don't have Geoff's password. I've asked Sheila in Finance if she can send it out along with a reset option. 😊

From: Wade, Debbie PREM:EX
Sent: March 4, 2019 4:33 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: FW: BMO Spend Dynamics Statement Ready

Hi Liz;

Are you able to find out the balance? If not I can wait until the paper statement comes in, or you can email me his login info 😊

Thanks!

Debbie Wade
Executive Coordinator to Geoff Meggs - Chief of Staff
and Amber Hockin - Deputy Chief of Staff
Office of the Premier
778-974-6075

From: Meggs, Geoff PREM:EX
Sent: Monday, March 4, 2019 3:54 PM
To: Wade, Debbie PREM:EX <Debbie.Wade@gov.bc.ca>
Subject: Fwd: BMO Spend Dynamics Statement Ready

What's the balance?

Sent from my iPhone

Begin forwarded message:

From: "BMO Administration" <do-not-reply@spenddynamics.com>
Date: March 4, 2019 at 3:10:51 PM PST
To: Geoff.Meggs@gov.bc.ca
Subject: BMO Spend Dynamics Statement Ready
Reply-To: do-not-reply-spenddynamics@bmo.com

Your BMO Statement is Available

We are pleased to advise that the statement for your corporate card is available for review.

To review your statement, simply click on the following link and select eStatement on the home page once you are logged in: <https://www.bmospenddynamics.com>

If you have any questions or require further support, please contact your organization's Card Program Administrator, or visit the help menu on the BMO Spend Dynamics™ home page once you're logged in.

Thank you for using BMO Spend Dynamics.

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 4, 2019 4:42 PM
To: Robinson, Jon PREM:EX
Subject: RE: travel request

Hi Jon,

Do you have any dietary restrictions?

Thanks,

Elizabeth

From: Robinson, Jon PREM:EX
Sent: March 1, 2019 3:37 PM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Cc: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: travel request

Hello Vanessa and Elizabeth,

As you likely know, the Premier's speaking engagement at the Broadbent Institute Progress Summit is currently up-in-the-air as we await approved leave from the Whip's Office. It seems more and more likely that he will have to arrange a Skype engagement, but we are still hopeful that he can attend in person. Regardless of the outcome, Geoff and Amber have asked that I attend the Summit as a PO representative. It will be a great opportunity to meet national policy leaders and also arrange other meetings with national stakeholders located in Ottawa.

Conference details here: <https://www.broadbentinstitute.ca/summit2019>

Pending approval from Vanessa, I need to book the following:

- Flights to Ottawa leaving March 27 and returning March 30
- Conference registration
- Hotel in Ottawa for three nights

My quick guess is that this will total cost approx. \$2,000

Vanessa, please advise next steps.

Many thanks,

Jon Robinson, Director of Policy
Office of the Premier | Government of BC
501 Belleville St, Victoria, BC V8V 2L8 | 250-893-4538

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 4, 2019 4:55 PM
To: Robinson, Jon PREM:EX
Subject: Receipt for Registration - Flights and Hotel

Hi Jon,

I think because I registered you with your email they have sent you the receipt for the registration. Can you please send it to me? I'm just waiting on the flight options and hotels.

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 4, 2019 4:58 PM
To: Poldrugovac, Saija FIN:EX
Subject: Employee #

Hi Saija,

Jon Robinson will be travelling to Ottawa at the end of March. Are you able to send me his employee # and I'll check with Dawn-Lynn for his Supplier number and Travel group?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 5, 2019 8:50 AM
To: Cleaver, Sheila C FIN:EX
Cc: Wade, Debbie PREM:EX
Subject: RE: BMO Spend Dynamics Statement Ready

Thank you Sheila!

From: Cleaver, Sheila C FIN:EX
Sent: March 5, 2019 8:00 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: BMO Spend Dynamics Statement Ready

Hi Elizabeth,

I will Email Geoff a username and password in the next few minutes so he can log in and view his balance.

Thank You.

Sheila Cleaver

Corporate CardCoordinator-Purchase Card/Travel Card/BTA
Min of Finance, Minister's Offices and the Office of the Premier
3rd Fl. 617 Government St. Victoria, BC V8W 9V1
Phone# (778) 698-8586

From: Parkinson, Elizabeth PREM:EX
Sent: March 4, 2019 4:34 PM
To: Cleaver, Sheila C FIN:EX
Subject: FW: BMO Spend Dynamics Statement Ready

Hi Sheila,

Are you able to answer this question below for COS Geoff Meggs? And maybe send him a reset option for his password?

Thanks,

Elizabeth

From: Wade, Debbie PREM:EX
Sent: March 4, 2019 4:33 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: FW: BMO Spend Dynamics Statement Ready

Hi Liz;

Are you able to find out the balance? If not I can wait until the paper statement comes in, or you can email me his login info 😊

Thanks!

Debbie Wade
*Executive Coordinator to Geoff Meggs - Chief of Staff
and Amber Hockin - Deputy Chief of Staff
Office of the Premier
778-974-6075*

From: Meggs, Geoff PREM:EX
Sent: Monday, March 4, 2019 3:54 PM
To: Wade, Debbie PREM:EX <Debbie.Wade@gov.bc.ca>
Subject: Fwd: BMO Spend Dynamics Statement Ready

What's the balance?

Sent from my iPhone

Begin forwarded message:

From: "BMO Administration" <do-not-reply@spenddynamics.com>
Date: March 4, 2019 at 3:10:51 PM PST
To: Geoff.Meggs@gov.bc.ca
Subject: BMO Spend Dynamics Statement Ready
Reply-To: do-not-reply-spenddynamics@bmo.com

Your BMO Statement is Available

We are pleased to advise that the statement for your corporate card is available for review.

To review your statement, simply click on the following link and select eStatement on the home page once you are logged in: <https://www.bmospenddynamics.com>

If you have any questions or require further support, please contact your organization's Card Program Administrator, or visit the help menu on the BMO Spend Dynamics™ home page once you're logged in.

Thank you for using BMO Spend Dynamics.

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 5, 2019 9:10 AM
To: Robinson, Jon PREM:EX
Subject: RE: Flight to Ottawa March 27

There must be one in Ottawa because the organizers recommended it over the s.15 . I'll send you the link.

s.15

From: Robinson, Jon PREM:EX
Sent: March 5, 2019 9:07 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Flight to Ottawa March 27

Hi Elizabeth,

Let's try for Option 1 in both cases.

Sorry – s.15 in Montreal? The conference itself is at s.15 in Ottawa if rooms available there.

Thanks,
Jon

From: Parkinson, Elizabeth PREM:EX
Sent: Tuesday, March 5, 2019 8:48 AM
To: Robinson, Jon PREM:EX <Jon.Robinson@gov.bc.ca>
Subject: FW: Flight to Ottawa March 27

Hi Jon,

Which option do you prefer? Are you ok with s.15 in Montreal?

Thanks,

Elizabeth

From: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Sent: March 4, 2019 5:07 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Flight to Ottawa March 27

Hi Elizabeth

There is just one option that arrives prior to 4:00 and it is with Westjet . There is also just one option on March 30 with just a single connection in the morning as well

Mar 27- Victoria to Ottawa

Option 1: WestJet

WS 538Q 27MAR W Victoria to Calgary 600A 825A

WS 610Q 27MAR W Calgary to Ottawa 920A 309P

Option 2: Air Canada

AC8054H 27MAR W Victoria to Vancouver 700A 730A

AC 338H 27MAR W Vancouver to Ottawa 855A 426P

Mar 30- Ottawa to Victoria

Option 1: only 9 seats available

AC 357Y 30MAR J Ottawa to Vancouver 700A 933A

AC8063Y 30MAR J Vancouver to Victoria 1105A 1135A

Option 2 : only 9 seats available as well

AC 441Y 30MAR J Ottawa to Toronto 700A 815A

AC 105Y 30MAR J Toronto to Vancouver 900A 1116A

AC8065Y 30MAR J Vancouver to Victoria 1205P 1235P

Please let me know if you have any questions or need anything further .

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

From: Parkinson, Elizabeth PREM:EX [<mailto:Elizabeth.Parkinson@gov.bc.ca>]

Sent: Monday, March 04, 2019 4:52 PM

To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>

Subject: Flight to Ottawa March 27

Hi Tamra,

Can you please send me the flight options to Ottawa on March 27 which would arrive before 4:00 pm and returning March 30th in the am?

Thanks Tamra.

Elizabeth



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Page 116 of 500 to/à Page 117 of 500

Withheld pursuant to/removed as

s.22

Shortt, Amanda PREM:EX

Subject: Canceled: OVERNIGHT: s.15
Location: s.15

Start: Mon 2019-03-11 12:00 AM
End: Tue 2019-03-12 12:00 AM
Show Time As: Free

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX

Required Attendees Brown, Evan PREM:EX; Holmwood, Jen PREM:EX

Optional Attendees s.17

Importance: High

Monday, March 11, 2019

OVERNIGHT: s.15

s.15 \$159 per night plus taxes

CONFIRMATIONS: Premier # s.22
Evan #
Jen #

Elizabeth-01-03-19

Shortt, Amanda PREM:EX

Subject: OVERNIGHT: s.15

Location: s.15

Start: Mon 2019-03-11 12:00 AM

End: Tue 2019-03-12 12:00 AM

Show Time As: Free

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX

Required AttendeesBrown, Evan PREM:EX; Holmwood, Jen PREM:EX

Optional Attendees:s.17

Monday, March 11, 2019

OVERNIGHT: s.15

Is.15 , \$159 per night plus taxes

CONFIRMATIONS: Premier # s.22
Evan #
Jen #

Elizabeth-01-03-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 5, 2019 10:19 AM
To: 'Tamra Bartilucci'
Subject: RE: Flight to Ottawa March 27

Sorry Tamra,

s.22 It's for Jon Robinson. 😊

Elizabeth

From: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Sent: March 5, 2019 10:17 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Flight to Ottawa March 27

Hi Elizabeth

Is this for the Premiere ?

Thanks

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

From: Parkinson, Elizabeth PREM:EX [<mailto:Elizabeth.Parkinson@gov.bc.ca>]
Sent: Tuesday, March 05, 2019 10:09 AM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Subject: RE: Flight to Ottawa March 27

Hi Tamra,

Can we book Jon on option 1 for both going to Ottawa and returning?

Thanks,

Elizabeth

From: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Sent: March 4, 2019 5:07 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Flight to Ottawa March 27

Hi Elizabeth

There is just one option that arrives prior to 4:00 and it is with Westjet . There is also just one option on March 30 with just a single connection in the morning as well

Mar 27- Victoria to Ottawa

Option 1: WestJet

WS 538Q 27MAR W Victoria to Calgary 600A 825A

WS 610Q 27MAR W Calgary to Ottawa 920A 309P

Option 2: Air Canada

AC8054H 27MAR W Victoria to Vancouver 700A 730A

AC 338H 27MAR W Vancouver to Ottawa 855A 426P

Mar 30- Ottawa to Victoria

Option 1: only 9 seats available

AC 357Y 30MAR J Ottawa to Vancouver 700A 933A

AC8063Y 30MAR J Vancouver to Victoria 1105A 1135A

Option 2 : only 9 seats available as well

AC 441Y 30MAR J Ottawa to Toronto 700A 815A

AC 105Y 30MAR J Toronto to Vancouver 900A 1116A

AC8065Y 30MAR J Vancouver to Victoria 1205P 1235P

Please let me know if you have any questions or need anything further .

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

From: Parkinson, Elizabeth PREM:EX [<mailto:Elizabeth.Parkinson@gov.bc.ca>]

Sent: Monday, March 04, 2019 4:52 PM

To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>

Subject: Flight to Ottawa March 27

Hi Tamra,

Can you please send me the flight options to Ottawa on March 27 which would arrive before 4:00 pm and returning March 30th in the am?

Thanks Tamra.

Elizabeth



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

Subject: OVERNIGHT: s.15

Location: s.15

Start: Tue 2019-03-12 12:00 AM

End: Wed 2019-03-13 12:00 AM

Show Time As: Free

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX

Required AttendeesHockin, Amber PREM:EX; Brown, Evan PREM:EX; Holmwood, Jen PREM:EX

Tuesday, March 12, 2019

OVERNIGHT: s.15

s.15 . \$259 per night plus taxes

CONFIRMATIONS: Premier ~~s.~~22
Evan
Jen
Amber

Elizabeth-05-03-19

Shortt, Amanda PREM:EX

Subject: OVERNIGHT : s.15

Location: s.15

Start: Tue 2019-03-19 12:00 AM

End: Wed 2019-03-20 12:00 AM

Show Time As: Free

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required Attendees Brown, Evan PREM:EX; McConnell, Sheena PREM:EX

Tuesday, March 19, 2019

OVERNIGHT: s.15

s.15 , \$259 per night plus taxes

CONFIRMATIONS: Premier #s.22
Evan
Sheena

Elizabeth-05-03-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 5, 2019 11:19 AM
To: 'Tamra Bartilucci'
Subject: FW: Flight to Ottawa March 27

FYI-

From: Robinson, Jon PREM:EX
Sent: March 5, 2019 11:18 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Flight to Ottawa March 27

s.22

Yes, first name is Jonathan

Thanks.

From: Parkinson, Elizabeth PREM:EX
Sent: Tuesday, March 5, 2019 11:15 AM
To: Robinson, Jon PREM:EX <Jon.Robinson@gov.bc.ca>
Subject: FW: Flight to Ottawa March 27

Hi Jon,

Do you have a seating preference and can you please confirm your first name as Jonathan?

Thanks,

Elizabeth

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 5, 2019 11:20 AM
To: Robinson, Jon PREM:EX
Subject: RE: Flight to Ottawa March 27

Thanks

From: Robinson, Jon PREM:EX
Sent: March 5, 2019 11:18 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Flight to Ottawa March 27

s.22

Yes, first name is Jonathan

Thanks.

From: Parkinson, Elizabeth PREM:EX
Sent: Tuesday, March 5, 2019 11:15 AM
To: Robinson, Jon PREM:EX <Jon.Robinson@gov.bc.ca>
Subject: FW: Flight to Ottawa March 27

Hi Jon,

Do you have a seating preference and can you please confirm your first name as Jonathan?

Thanks,

Elizabeth

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 5, 2019 11:41 AM
To: Robinson, Jon PREM:EX
Subject: RE: Accommodation

Sure. If you can bring it up when you're next up that would be great. It would save them accidentally billing my card.

From: Robinson, Jon PREM:EX
Sent: March 5, 2019 11:39 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Accommodation

Thanks Elizabeth. I can give you my card now to book if you want.

Sent from my iPhone

On Mar 5, 2019, at 11:37 AM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Hi Jon,

I think we had a conversation about getting you a Travel card (MC) and you declined because you wouldn't use it much. I will reserve your hotel room under my card but when you check in you need to give them your card for payment and then when you return give me all your receipts, including cabs and your per diems while away and I will get the claim in asap.

Thanks,

<image003.png>	<i>Elizabeth Parkinson</i> Finance and Administration Officer Office of the Premier *Direct: 778-974-6082 Reception: 250-387-1715 E-mail: elizabeth.parkinson@gov.bc.ca
----------------	---

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Shortt, Amanda PREM:EX

Subject: JON: Registration: Summit 2019
Location: s.15

Start: Wed 2019-03-27 12:00 AM
End: Sat 2019-03-30 12:00 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Parkinson, Elizabeth PREM:EX
Required Attendees Robinson, Jon PREM:EX

Transaction ID:s.22

Elizabeth

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 5, 2019 11:48 AM
To: 'Tamra Bartilucci'
Subject: RE: Eticket : Jonathan Robinson / Victoria to Ottawa / March 27- 30

Thanks Tamra.

From: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Sent: March 5, 2019 11:45 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Eticket : Jonathan Robinson / Victoria to Ottawa / March 27- 30

Hi Elizabeth
Please see attached Jon's eticket .

Please let me know if you have any questions or need anything further .

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

From: Flight Centre Business Travel [mailto:confirmation@tripcase.com]
Sent: Tuesday, March 05, 2019 11:44 AM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Subject: Travel Reservation March 27 for JONATHAN ROBINSON



Flight Centre Business Travel
250-360-2058

Itinerary

Add to Calendar

Itinerary

Priority Notes from your Travel Arranger

THANK YOU FOR BOOKING WITH FLIGHT CENTRE BUSINESS TRAVEL
YOUR TRAVEL MANAGER IS TAMRA BARTILUCCI
FOR EMERGENCY 24 HOUR ASSISTANCE PLEASE CALL 1-250-415-2330

Trip to: OTTAWA ON, CANADA Reservation code: s.22

Passenger(s): ROBINSON/JONATHAN Airline Reservation Code: s.22

WESTJET WS Flight Number **538**
CONFIRMED, Confirmation# **s.22**

Wednesday, 27 March

Departure: YYJ VICTORIA BC, CANADA
6:00AM

Arrival: YYC CALGARY INTL AB, CANADA
8:25AM

Please verify flight times prior to departure

Class:	Economy	Duration:	1hour(s) and 25minute(s)
Meal:	Food for Purchase	Distance (in Miles):	453
Aircraft:	BOEING 737-700 JET		

Jonathan Robinson
Seat(s): **s.15** / Confirmed

WESTJET WS Flight Number **610**
CONFIRMED, Confirmation# **s.22**

Wednesday, 27 March

Departure: YYC CALGARY INTL AB, CANADA
9:20AM

Arrival: YOW OTTAWA ON, CANADA
3:09PM

Please verify flight times prior to departure

Class:	Economy	Duration:	3hour(s) and 49minute(s)
Meal:	Food for Purchase	Distance (in Miles):	1794
Aircraft:	BOEING 737-700 JET		

Jonathan Robinson
Seat(s): **s.15** / Confirmed

AIR CANADA AC Flight Number **357**
CONFIRMED, Confirmation# **s.22**

Saturday, 30 March

Departure: YOW OTTAWA ON, CANADA
7:00AM

||
Arrival: YVR VANCOUVER BC, CANADA
9:33AM
Main Terminal

||
Please verify flight times prior to departure
||

Class: Economy Duration: 5hour(s) and 33minute(s)
Meal: Food for Purchase Distance (in Miles): 2214
Aircraft: AIRBUS INDUSTRIE A321 JET

||
Jonathan Robinson
Seat(s): Check-In Required

☐ **AIR CANADA AC** Flight Number **8063** **Saturday, 30 March**
Operated by: /AIR CANADA EXPRESS - JAZZ
CONFIRMED, Confirmation# **s.22**

Departure: YVR VANCOUVER BC, CANADA
11:05AM
Main Terminal

||
Arrival: YYJ VICTORIA BC, CANADA
11:35AM

||
Please verify flight times prior to departure
||

Class: Economy Duration: 0hour(s) and 30minute(s)
Aircraft: DEHAVILLAND DASH 8-400 Distance (in Miles): 40
TURBOPROP

||
Jonathan Robinson
Seat(s): Check-In Required

If you no longer wish to receive these emails please contact: confirmation@tripcase.com.

Shortt, Amanda PREM:EX

Subject: JON: Registration: Summit 2019
Location: s.15

Start: Wed 2019-03-27 12:00 AM
End: Sat 2019-03-30 12:00 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Parkinson, Elizabeth PREM:EX
Required Attendees Robinson, Jon PREM:EX

Transaction ID: s.22

PROGRAM SCHEDULE

- WEDNESDAY, MARCH 27
- THURSDAY, MARCH 28
- FRIDAY, MARCH 29

WEDNESDAY, MARCH 27

2:00 pm - 9:00 pm

Registration

5:00 pm - 7:00 pm

Welcome Reception

8:00 pm - 9:00 pm

Summit Meet Up

Join us for a fun hour of participatory networking in advance of the Summit

9:00 pm - 11:30 pm | Penthouse

After Party

Hosted by the Canadian Labour Congress

THURSDAY, MARCH 28

8:00 am - 8:00 pm

Registration

7:30 am - 8:45 am | Confederation Hallway

Coffee & Continental Breakfast

Dinner is self-organized and not provided by the Institute.

8:45 am - 9:30 am | Confederation Ballroom

Summit Opening and welcoming remarks with Ed Broadbent

9:30 am - 10:10 am | Confederation Ballroom

Panel

Dispatches from the Frontlines

Activists and newsmakers will share stories of what the view looks like from the frontlines of their movements

Dominic Champagne

Writer and director | *Frontline: Climate Change and the Pact for Transition, Quebec*

Charlene Carruthers

Strategist, Author, Leader | *Frontline: Black liberation, U.S.A*

Sharon Gregson

Child Care Advocate | *Frontline: \$10 Daycare, British Columbia*

Jerry Dias

Unifor National President | *Frontline: General Motors Plant Closure, Ontario*

10:10 am - 11:00 am | Confederation Ballroom

Panel

This is what Right Populism Looks Like

Our panel will deconstruct the Right's approach to populism here and abroad, marking the dangers that lie in this movement and exploring the best ways to overcome it.

Thorsten Schäfer-Gümbel

Deputy Leader of Germany's Social Democratic Party (SPD)

Joe Dinkin

National Campaigns Director, Working Families Party

Emilie Nicolas

Columnist and Anthropologist

Moderator: Michael Coren

Author, broadcaster, and columnist

11:00 am - 11:30 am

Coffee Break

11:30 am - 12:00 pm | Confederation Ballroom

Featured Speaker

Manon Massé

Member of the National Assembly of Quebec for Sainte-Marie–Saint-Jacques

12:00 pm - 12:45 pm | Confederation Ballroom

Exclusive Public Polling Release

The Affordability Equation

New polling by Abacus Data for the Broadbent Institute will be presented and discussed to provide insight into how Canadian's concerns about building a life they can afford to live, fit with a bold progressive offer.

David Coletto

Founder and CEO of Abacus Data

In conversation with Kofi Hope

Rhodes Scholar and Senior Policy Advisor at the Wellesley Institute

And reflections from Ken Neumann

United Steelworkers Canadian National Director

12:45 pm - 2:00 pm

Lunch with Partner Programming

2:00 pm - 3:00 pm | Confederation Ballroom

Panel

Matching the Movement to the Moment

Top strategists and political thinkers identify the necessary components of successful movements happening right now, asking what is being won and how was it done?

Ilya Sheyman

Executive Director, MoveOn.org

Charlene Carruthers

Strategist, Author, Leader

Bochra Manaï

Professor and researcher; coordinator at Parole d'excluEs (Outsiders Speak)

Moderator: Ania Skrzypek

Senior Research Fellow at the Foundations for European Progressive Studies (FEPS)

2:00 pm - 3:00 pm | Governor General Ballroom II/III

Workshop

Millennial Voters, Case Studies

Millennials are now the largest set of eligible voters, and hold more progressive values than the generations before them. We break down on best to mobilize millennials in our movements and at the polls.

Gabrielle Brais Harvey

Student and Labour Organizer

Diego Cardona

Political organizer and refugee rights advocate

Elvan Korkmaz

Member of the German Bundestag (MdB) Deputy District Administrator of the Gütersloh District and Deputy Chairwoman of the SPD in North Rhine-Westphalia

Facilitator: Michal Hay

Broadbent Institute Director and Executive Director of Progress Toronto

2:00 pm - 3:00 pm | Governor General Ballroom I

Partner Programming

STRATCOM

3:00 pm - 3:20 pm

Coffee Break

3:20 pm - 4:20 pm | Confederation Ballroom

Panel

Economic Democracy for the 21st Century

Our economic system isn't working for most people. This session looks at how we build an economy that puts workers, communities, and our environment first, highlighting case studies from around the world where the right changes are taking place.

Deena Ladd

Executive Director, Toronto Workers' Action Centre

Rocío Martínez

Economist, Director of Fundación Felipe González

Julia Posca

Sociologist and Author

Collette Murphy

Executive Director, Atkinson Foundation

3:20 pm - 4:20 pm | Governor General Ballroom II/III

Workshop

Lessons from the U.S. Midterms

Join the Executive Director of MoveOn.org and Co-Executive Director of Leadnow.ca for a deep dive into organizing strategies and tactics that won results in some of the U.S. Midterm's hottest races, and how they might be applied in Canada.

Ilya Sheyman

Executive Director, MoveOn.org

Logan McIntosh

Co-Executive Director of Leadnow.ca

4:30 pm - 5:00 pm | Confederation Ballroom

Featured Speaker

5:00 pm - 7:30 pm

Dinner Break

7:30 pm – 9:00 pm | Confederation Ballroom

Art and Politics

Art and Politics for Freedoms

Artists have been political actors throughout history. Join us for an evening of showcases and conversations with renowned artists across a range of mediums who are using art to make political statements that resonate.

D'bi Young Anitafrika

Black Feminist Poet, Activist and Scholar

Noam Gonick

Artist and Filmmaker

LAL (Rosina Kazi and Nicholas Murray)

Musicians and Community Animators

9:00 pm - 11:30 pm | Penthouse

After Party

FRIDAY, MARCH 29

8:00 am - 1:00 pm

Registration

7:30 am - 9:00 am | Confederation Hallway

Coffee & Continental Breakfast

Dinner is self-organized and not provided by the Institute.

9:00 am - 9:10 am | Confederation Ballroom

Welcoming remarks

9:10 am - 10:10 am | Confederation Ballroom

Featured Speaker

John Horgan

Premier of British Columbia

10:10 am - 10:45 am | Confederation Ballroom

Awards

Awards Ceremony

Presentation of the Charles Taylor Prize for Excellence in Policy Research and the Jack Layton Progress Prize

Charles Taylor

Philosopher

Olivia Chow

Director, Institute for Change Leaders

10:45 am - 11:00 am

Coffee Break

11:00 am - 12:00 pm | Confederation Ballroom

Presentation and Panel

Cities at a Tipping Point

Some of our cities have become stark examples of increasing inequality, while others are creating innovative paths to a just and prosperous society. We explore the necessary conditions to put cities on the right track.

Kennedy Stewart

Mayor of Vancouver

Kristyn Wong-Tam

Toronto City Councillor

Lindell Smith

Councillor, District 8 – Halifax Peninsula North, Halifax Regional Municipality

Moderator: John Honderich

Author

11:00 am - 12:00 pm | Governor General Ballroom II/III

Workshop

Democracy and the Digital Realm

Social media platforms have come under fire for being spaces used to manipulate political debate and electoral results. Join digital experts to discuss how we can overcome these threats while ensuring our own movement act ethically.

Jacob Homel

Data and Voter Contact Specialist

Ari Trujillo Wesler

Co-Founder of OpenField

Andrea Reimer

Former three-term Vancouver Councilor

11:00 am - 12:00 pm | Governor General Ballroom I

Workshop

Protecting Workers in a Shifting Economy

We explore the best strategies to put workers at the center of key economic decisions, from the unanticipated closure of Oshawa's GM Plant to a long-term transition to a low-carbon economy.

Patrick Rondeau

Conseil régional FTQ Montréal métropolitain

12:00 pm - 1:15 pm

Lunch with Partner Programming

1:15 pm - 2:00 pm | Confederation Ballroom

Awards

Ellen Meiksins Wood Prize and Lecture

Barbara Ehrenreich is the author of 22 books, including The New York Times best sellers, *Nickel and Dimed: On (Not) Getting By in America* (2001) and *Bright-Sided: How Positive Thinking Is Undermining America* (2010). Her latest releases include *Living with a Wild God: A Nonbeliever's Search for the Truth about Everything* (2014) and *Natural Causes: An Epidemic of Wellness, the Certainty of Dying, and Killing Ourselves to Live Longer* (2010). She will deliver a unique presentation via video to our Summit audience

Barbara Ehrenreich

2:00 pm - 3:00 pm | Confederation Ballroom

Featured Speaker

Tanya Talaga

Author and journalist

Followed by a conversation with

Nahanni Fontaine

Member of Legislative Assembly representing St. Johns, Manitoba

Jessica Wood

3:00 pm - 3:25 pm | Confederation Ballroom

Featured Speaker

3:25 pm - 3:35 pm

Coffee Break

3:35 pm - 4:35 pm | Confederation Ballroom

Panel

This is What Left Populism Looks Like

Political strategists and policy experts convene to chart the Left's own brand of populism that places fairness, justice and opportunity for everyone at the center of the debate.

Todd N. Tucker

Fellow, Roosevelt Institute

Aurélie Lanctôt

Columnist and Author

Raj Sihota

Provincial Director, British Columbia New Democratic Party

3:25 pm - 4:50 pm | Governor General Ballroom II/III

Partner Programming

Canadian Roots Exchange

3:35 pm - 4:50 pm | Governor General Ballroom I

Partner Programming

Organizing for Fair Economies with the Power Lab

Join the Power Lab for a hands-on workshop about how to generate power for people who have been historically disadvantaged, excluded from shaping the economy

4:00 pm - 5:00 pm | Confederation Ballroom

Closing remarks

Elizabeth

Shortt, Amanda PREM:EX

Subject: WESTJET: Victoria to Calgary (6:00 AM)
Location: Flight: WS 0538

Start: Wed 2019-03-27 6:00 AM
End: Wed 2019-03-27 7:25 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Parkinson, Elizabeth PREM:EX
Required Attendees Robinson, Jon PREM:EX

Wednesday, March 27, 2019

WESTJET Flight #WS 0538

Depart Victoria Airport at 6:00 AM
Arrive Calgary Airport at 8:25 AM

CONFIRMATION # s.22

Booked with Tamra at Flight Centre, Tel #250-360-2058

Elizabeth-05-03-19

Shortt, Amanda PREM:EX

Subject: JON: WESTJET: Victoria to Calgary (6:00 AM)
Location: Flight: WS 0538

Start: Wed 2019-03-27 6:00 AM
End: Wed 2019-03-27 7:25 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Parkinson, Elizabeth PREM:EX
Required Attendees Robinson, Jon PREM:EX

Wednesday, March 27, 2019

WESTJET Flight #WS 0538

Depart Victoria Airport at 6:00 AM
Arrive Calgary Airport at 8:25 AM

CONFIRMATION # s.22

Booked with Tamra at Flight Centre, Tel #250-360-2058

Elizabeth-05-03-19

Shortt, Amanda PREM:EX

Subject: JON: WESTJET: Calgary to Ottawa (9:20 AM)
Location: Flight # WS 0610

Start: Wed 2019-03-27 8:20 AM
End: Wed 2019-03-27 12:09 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Parkinson, Elizabeth PREM:EX
Required Attendees Robinson, Jon PREM:EX

Wednesday , March 27, 2019

WESTJET Flight # WS 0610

Depart Calgary Airport at 9:20 AM
Arrive Ottawa Airport at 3:09 PM

CONFIRMATION # s.22

Booked with Tamra at Flight Centre, tel # 250-360-2058

Elizabeth-05-03-19

Shortt, Amanda PREM:EX

Subject: JON: AIR CANADA: Ottawa to Vancouver (7:00 am)
Location: Flight AC 0357

Start: Sat 2019-03-30 4:00 AM
End: Sat 2019-03-30 9:33 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Parkinson, Elizabeth PREM:EX
Required Attendees Robinson, Jon PREM:EX

Saturday, March 30, 2019

AIR CANADA Flight # AC0357

Depart Ottawa Airport at 7:00 AM
Arrive Vancouver Airport at 9:33 AM

CONFIRMATION # s.22 , Seat #s.15

Booked with Tamra at Flight Centre, tel # 250-360-2058

Elizabeth-05-03-19

Shortt, Amanda PREM:EX

Subject: JON: AIR CANADA: Vancouver to Victoria (11:05 AM)

Location: AC Flight 8063

Start: Sat 2019-03-30 11:05 AM

End: Sat 2019-03-30 11:35 AM

Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Parkinson, Elizabeth PREM:EX

Required Attendees Robinson, Jon PREM:EX

Saturday, March 30, 2019

Depart Vancouver Airport at 11:05 AM

Arrive Victoria Airport at 11:35 AM

CONFIRMATION # s.22 , Seat #s.1

Booked with Tamra at Flight Centre, Tel # 250-360-2058

Elizabeth-05-03-19

Shortt, Amanda PREM:EX

Subject: JON: OVERNIGHT:s.15

Location: s.15

Start: Wed 2019-03-27 12:00 AM

End: Thu 2019-03-28 12:00 AM

Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Parkinson, Elizabeth PREM:EX

Required Attendees Robinson, Jon PREM:EX

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 5, 2019 12:40 PM
To: Robinson, Jon PREM:EX
Subject: RE: Any issues

No problem Jon. Can you bring me up your card and I'll book the hotel?

From: Robinson, Jon PREM:EX
Sent: March 5, 2019 12:36 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Any issues

Thanks so much Elizabeth! I really appreciate it.

Jon

From: Parkinson, Elizabeth PREM:EX
Sent: Tuesday, March 5, 2019 12:22 PM
To: Robinson, Jon PREM:EX <Jon.Robinson@gov.bc.ca>
Subject: Any issues

Hi Jon,

If you run into any issues with travel or accommodations please call me on my cell if outside of office hours at s.22 s.22 as I will be able to resolve it quickly with our contacts.

Thanks,



Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

Subject: HELIJET: Victoria to Vancouver (2:30 PM)
Location: Flight # 786

Start: Sun 2019-03-10 2:30 PM
End: Sun 2019-03-10 3:05 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX

Required Attendees McConnell, Sheena PREM:EX; Brown, Evan PREM:EX

Sunday, March 10, 2019

HELIJET Flight # 786

Depart Victoria Harbour at 2:30 Pm
Arrive Vancouver Harbour at 3:05 PM

CONFIRMATIONS: Premier #s.22
s.15
Sheena
Evan

Helijet Tel # 1-800-665-4354

Elizabeth-04-03-19

Shortt, Amanda PREM:EX

Subject: Canceled: EVAN: HELIJET: Victoria to Vancouver (5:30 PM)
Location: Flight # 728

Start: Thu 2019-03-07 5:30 PM
End: Thu 2019-03-07 6:05 PM
Show Time As: Free

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX
Required Attendees Brown, Evan PREM:EX

Importance: High

Thursday, March 7, 2019

HELIJET Flight # 728

Depart Victoria Harbour at 5:30 PM
Arrive Vancouver Harbour at 6:05 PM

CONFIRMATION # s.22

Helijet Tel # 1-800-665-4354

Elizabeth-28-02-19

Shortt, Amanda PREM:EX

Subject: HELIJET: Victoria to Vancouver (7:00 PM)
Location: Flight # 730

Start: Thu 2019-03-07 7:00 PM
End: Thu 2019-03-07 7:35 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX
Required Attendees Brown, Evan PREM:EX
Optional Attendees: s.17

Thursday, March 7, 2019

HELIJET Flight # 730

Depart Victoria Harbour at 7:00 PM
Arrive Vancouver Harbour at 7:35 PM

CONFIRMATION #s	Premier	s.22
	s.15	
	Evan	

Helijet Tel # 1-800-665-4354

Elizabeth-28-02-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 5, 2019 2:57 PM
To: s.15; s.22
Cc:
Subject: CHANGE: Helijet: Vic-Van; March 10

From: Passenger Services <PassengerServices@helijet.com>
Sent: March 5, 2019 2:42 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Thank you for choosing to take off with Helijet!



Please review your reservation below.

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

We look forward to welcoming you aboard your flight soon!

Customer Information

Account

Customer #	s.22
Name	s.15
Company	Office Of The Premier

Booking s.22

Sunday, March 10, 2019

786

14:30 Victoria Harbour (Downtown)

15:05 Vancouver Harbour (Downtown)

35 minutes

Invoice s.22	
SALE - Seat Sale \$189	\$180.00
+ GST	\$9.00
Billing	\$180.00
Taxes	\$9.00

Confirmed**1 Passengers - Sale**

Tba s.15

Add to Calendar**Grand Total****\$189.00**

Fully Changeable / Refundable up to 5pm the day prior to departure.

Does not qualify for combination with Kids Fly Free promotions.

After 5pm all next-day travel is non-refundable and only changeable for same-day travel. Any cancellations will result in a non-refundable cancellation fee equal to the value of the one-way travel.

Failure to change 1 hour prior or check-in 20 minutes prior to departure will also result in the cancellation of any onward and/or return reservations
(additional cancellation fees may apply)

THIS ITINERARY IS YOUR OFFICIAL TRAVEL DOCUMENT, PLEASE READ FULLY

Carriage is subject to applicable tariffs, conditions of carriage and related regulations which are available at the Helijet International administration offices. Carriage here under is subject to the rules and limitations relating to the liability established by the Warsaw Convention.

GST#:

R102320165

Passenger Travel Information:

For detailed Travel Information visit helijet.com or call Helijet Reservations 1.800.665.4354

Payment:

Credit Card is required at time of booking to hold reservations, and will be charged in-full at time of check-in, or if change/cancellation or no-show fee applies.

Passenger Check-in:

Passengers are required to check-in at least 20 minutes prior to scheduled flight departure time. When flight boarding commences, seats will be forfeited & any onward/return flights may be cancelled.

Changes/Cancellations & No Show Penalty:

Unless otherwise stated, all fares may be cancelled, changed and refunded up to 5pm the day prior to departure. All same-day bookings are non-refundable.

After 5pm, all next-day travel is non-refundable and only changeable for same-day travel; a fare upgrade may be required. On the day of travel, changes must be made at least 1 hour prior to departure or the cancellation fee, equal to the value of the one-way travel, will apply. Failure to check in prior to departure will also result in any onward and/or return reservations being cancelled, with any applicable cancellation fees applied.

Terminals:

Helijet scheduled flights operate from four terminals, please ensure you are aware of your flight departure/arrival locations;

Vancouver Harbour Heliport: 455 West Waterfront Road, Vancouver BC (*note: pedestrian access via Waterfront Station requires Compass Card or Fare Payment)

Vancouver International Airport: 5911 Airport Road South, Richmond BC

Victoria Harbour Heliport: 79 Dallas Road, Victoria BC

Nanaimo Harbor Heliport at Nanaimo Cruise Ship Welcome Centre: 100 Port Drive, Nanaimo BC

Parking:

Free Parking (7 days maximum) is included with tickets purchased on Helijet Scheduled Flights. Space may be limited, please observe signage in designated parking areas. Note: some locations are secured after-hours, ask at check-in for information.

Aircraft Type:

Scheduled flights are operated by 12 passenger Sikorsky S-76 helicopters

Travel Documentation:

Government issued Photo ID must be presented at check-in of all flights for all passengers appearing 18 years or over.

Children and Youth travelling unaccompanied must present Government issued ID; birth certificate, passport, driver's license or provincial ID card.

Proof of age must be presented for children who appear to be over 12 years of age and is recommended for youth (13-17 years) travelling with an adult.

Baggage Allowance:

Baggage is limited to 2 pieces per person (including hand baggage) weighing no more than 50lbs total.

Excess baggage will be accepted on a space available basis. No carry-on cabin baggage is allowed.

Please visit <http://www.catsa-acsta.gc.ca/> for information on how to "Pack Smart" and avoid delays

Baggage Liability:

The liability for the loss of and/or the damage to any personal property, including baggage or goods is limited to an amount equal to the value of such baggage or goods, which shall not exceed \$250.00 (CAD) per passenger, unless greater value declared.

Transportation upon arrival:

Helijet is pleased to offer courtesy shuttle van drop off service within the downtown core in Victoria, Vancouver Harbour, and Nanaimo, ask the driver for drop off locations. Taxis & rental cars may also be available, please ask an agent.

Accessibility:

To ensure your travel is possible, passengers with limited mobility and/or special needs must advise Helijet Reservations at 1.800.665.4354

Pets on Helijet:

If you have a Special Assistance Animal please advise Helijet Reservations. Other small pets and animals are not accepted for carriage, please visit our website for restrictions.

Weather Conditions:

If due to weather conditions the flight is unable to operate Helijet will make every attempt to contact passengers as early as possible via phone numbers and/or email addresses provided.

Reservations:

Reservations are required for all flights and may be booked online at www.helijet.com or by calling 1.800.665.4354 (within North America).

Login to your account at helijet.com

Thank you again for choosing to fly with Helijet.

passengerservices@helijet.com

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 5, 2019 3:05 PM
To: 'Alkan YCD'
Subject: RE: Change of date: Trip to Smithers

Thanks for confirming.

From: Alkan YCD <ycd@alkanair.com>
Sent: March 5, 2019 3:03 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Change of date: Trip to Smithers

Hi Elizabeth,

Smithers airport does not have an FBO. We will be using the terminal building.

Thanks,
Daniel
YCD Operations
Tel: 250-924-2107
Fax: 250-924-2106
alkanair.com



On Tue, 5 Mar 2019 at 14:58, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Thank you Daniel. Can you send me the Smithers details too?

Thanks,

ep

From: Alkan YCD <ycd@alkanair.com>
Sent: March 5, 2019 2:46 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>

Cc: Alkan Nanaimo <ycd@alkanair.com>

Subject: Re: Change of date: Trip to Smithers

We will be using the Shell FBO in Victoria.

s.15

s.15

There is free parking outside the FBO where the vehicles can park all day.

Thank you,

Daniel

YCD Operations

Tel: 250-924-2107

Fax:250-924-2106

alkanair.com



On Tue, 5 Mar 2019 at 14:34, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Thank you Daniel. Can you please send me the details of where they should meet you again? Is there a spot to park their s.15 vehicle and staff vehicles?

Thanks!

ep

From: Alkan YCD <ycd@alkanair.com>

Sent: March 5, 2019 1:53 PM

To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>

Subject: Re: Change of date: Trip to Smithers

Good Afternoon Elizabeth,

Thank you for confirming the flight and sending the passengers names. Please see the attached quote for your signature.

The quote shows a scheduled departure from YYJ at 0915 and an arrival time in Smithers of 1045. This gives 15 minutes of room to ensure a smooth operation. The crew will be standing by in Victoria and are able to leave earlier or later if requested.

Thank you,

Daniel

YCD Operations

Tel: 250-924-2107

Fax: 250-924-2106

alkanair.com



On Tue, 5 Mar 2019 at 13:25, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Hi Daniel,

I finally have the confirmed times for the charter on the 16th. The plan has changed slightly. They want to arrive in Smithers from Victoria at 11:00 am. Then they want to depart Smithers at about 7:00 pm for Victoria. There will be 8 travelling up and 9 returning.

Passenger Manifest:

Premier John Horgan

Evan Brown, EA

s.15

COS Geoff Meggs

Don Bain

Minister Scott Fraser

ADM Doug Caul

MA Jonathan Sas

Then returning Anne-Marie Sam will join the flight.

Can you please re-confirm the costs for me?

Thanks,

Elizabeth

From: Alkan YCD <ycd@alkanair.com>
Sent: February 25, 2019 5:10 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Change of date: Trip to Smithers

Hi Elizabeth,

I have attached a quote to represent this request.

If you have any questions please let me know.

Daniel

YCD Operations

Tel: 250-924-2107

Fax: 250-924-2106

alkanair.com



On Mon, 25 Feb 2019 at 16:52, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Hi Daniel,

We're just trying to finalize the Premier's travel on the 16th and I wanted to check if there would be a change in cost if your crew were to drop the group in Vancouver and leave them there?

Thanks,

Elizabeth

From: Alkan YCD <ycd@alkanair.com>
Sent: February 22, 2019 11:02 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Alkan Nanaimo <ycd@alkanair.com>
Subject: Re: Change of date: Trip to Smithers

Good Morning Elizabeth,

Please see the attached quote.

I Have arranged the quote for a 0730 departure time form Victoria. If we use this time the crew will require a 7 hour rest period in Smithers for their split duty day. day.

Please let me know if you have any questions,

Daniel

YCD Operations

Tel: 250-924-2107

Fax:250-924-2106

alkanair.com



On Thu, 21 Feb 2019 at 16:42, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Thank you very much Daniel. I appreciate this very much.

Elizabeth

From: Alkan YCD <ycd@alkanair.com>

Sent: February 21, 2019 4:35 PM

To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>

Cc: Alkan Nanaimo <ycd@alkanair.com>

Subject: Re: Change of date: Trip to Smithers

Hi Elizabeth,

Thank you for sending this updated information through. I can send you a new quote for this trip tomorrow morning, for the new date of March 16. Please keep me posted for any additional changes.

Thank you,

Daniel

YCD Operations

Tel: 250-924-2107

Fax: 250-924-2106

alkanair.com



On Thu, 21 Feb 2019 at 16:09, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Hi Ben and Daniel,

The March 3rd date has changed again. I'm so sorry for all the changes. I'm hoping you are available March 16th. Our travel plans are still a bit vague.

We would want to have the 9 people picked up here in Victoria and taken up to Smithers. The timing of the departure would be between 7:30 and 9:00 am (I hope to have that confirmed shortly). The Premier and staff would stay in Smithers for an event until about 4:00 pm. We would then like to have them flown to Vancouver for another event and they would want to leave Vancouver for Victoria at 9:30 pm.

I realise this is likely to be a fuller day for your pilots and wanted to check on their allowed flying time, etc. Are you able to requote me based on this information?

Thanks very much,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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|||||

Shortt, Amanda PREM:EX

Subject: JON: OVERNIGHT: s.15
Location: s.15

Start: Wed 2019-03-27 12:00 AM
End: Sat 2019-03-30 12:00 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Parkinson, Elizabeth PREM:EX
Required Attendees Robinson, Jon PREM:EX

Wednesday, March 27-Friday, March 30, 2019

OVERNIGHT: s.15

3 nights: s.15 , gov't rate \$175.00 plus taxes per night.
48 hour cancellation policy

CONFIRMATION # s.22

Elizabeth-03-05-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 5, 2019 3:35 PM
To: Nash, Amber PREM:EX
Subject: RE: PC to Powel River

PJH, Evan, Sheena and send to s.15 ?

From: Nash, Amber PREM:EX
Sent: March 5, 2019 3:13 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: PC to Powel River

9am and the 5:30pm home please.

From: Parkinson, Elizabeth PREM:EX
Sent: March 5, 2019 2:28 PM
To: Nash, Amber PREM:EX <Amber.Nash@gov.bc.ca>
Subject: FW: PC to Powel River

Hi Amber,

Attached below are the PC options: Maybe Option 2? HA is seasonal.

Thanks,

April 12- Victoria to Powell River

Option 1: Pacific Coastal
8P 100Y 12APR F Victoria to Vancouver 700A 725A
8P 201Y 12APR Vancouver to Powell River 820A 855A

Option 2: Pacific Coastal
8P 104Y 12APR F Victoria to Vancouver 900A 925A
8P 203Y 12APR Vancouver to Powell River 1130A 1205P

April 12 – Powell River to Victoria

Option 1: Pacific Coastal
8P 206L 12APR Powell River to Vancouver 300P 335P
8P 115L 12APR F Vancouver to Victoria 400P 425P

Option 2: Pacific Coastal - last flight
8P 218H 12APR Powell River to Vancouver 530P 605P
8P 119H 12APR F Vancouver to Victoria 700P 725P

Elizabeth

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 5, 2019 3:49 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: BEA: Evan Brown, Feb. 28
Attachments: Scan_20190305.pdf

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 5, 2019 3:40 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 5, 2019 4:05 PM
To: Banister, Lori FIN:EX
Subject: Signed GSA, Modification 4
Attachments: Scan_20190305.pdf

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 5, 2019 3:42 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 5, 2019 4:11 PM
To: Bowen, Bev LASS:EX
Subject: RE: Credit Memo - Kate van Meer-Mass

Thanks Bev!


From: Bowen, Bev <Bev.Bowen@leg.bc.ca>
Sent: March 5, 2019 4:04 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Credit Memo - Kate van Meer-Mass

Hi Elizabeth,

This came in the mail today. Sending a copy for your records, just in case.

Bev

Bev Bowen | Office Manager | New Democrat BC Government Caucus
P: 250.953.4659
bev.bowen@leg.bc.ca | www.bcndpcaucus.ca

 Help save paper - do you need to print this email?

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 5, 2019 4:21 PM
To: Dixon, Olivia PREM:EX
Subject: RE: BOB Dewar flight sign off

No, this is fine Olivia. Thanks,

Elizabeth

From: Dixon, Olivia PREM:EX
Sent: March 5, 2019 4:19 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: BOB Dewar flight sign off

Hi Elizabeth!

Attached a copy of the signed return flight. Would you like me to mail you the hard copy?

Warmest regards,

Olivia Dixon | Administrative Assistant
Vancouver Cabinet Office | Office of the Premier
O: 604-398-5779 | **B:** 604-775-1600 | **E:** Olivia.Dixon@gov.bc.ca

This message and its contents are confidential. If you received this message in error, do not distribute, use, or rely upon it. Instead, please inform the sender and then delete it. Thank you.

From: Parkinson, Elizabeth PREM:EX
Sent: March 5, 2019 3:53 PM
To: Dixon, Olivia PREM:EX <Olivia.Dixon@gov.bc.ca>
Subject: BOB Dewar flight sign off

Hi Olivia,

Can you please ask Vanessa to sign Bob's return flight?

Thanks,

Elizabeth

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 5, 2019 3:41 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 5, 2019 4:24 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Bob Dewar, March 9 flight: Vic-Win
Attachments: Scan_20190305.pdf

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 5, 2019 4:22 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 5, 2019 4:25 PM
To: 'Alkan YCD'
Subject: RE: March 16 confirmation: Victoria to Smithers return

Wonderful! Sorry for all the back and forth Daniel. Thanks for your patience.

ep

From: Alkan YCD <ycd@alkanair.com>
Sent: March 5, 2019 4:21 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: March 16 confirmation: Victoria to Smithers return

Thank you Elizabeth. The flight is booked for March 16th.

Daniel

YCD Operations

Tel: 250-924-2107
Fax: 250-924-2106
alkanair.com



On Tue, 5 Mar 2019 at 15:46, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 5, 2019 3:38 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

Subject: Canceled: OVERNIGHT: s.15
Location: s.15

Start: Tue 2019-03-12 12:00 AM
End: Wed 2019-03-13 12:00 AM
Show Time As: Free

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX
Required Attendees Brown, Evan PREM:EX; Holmwood, Jen PREM:EX
Optional Attendees s.17

Importance: High

Tuesday, March 12, 2019

OVERNIGHT: s.15

s.15 \$259 per night plus taxes

CONFIRMATIONS: Premier #s.22
Evan
Jen

Elizabeth-05-03-19

Shortt, Amanda PREM:EX

Subject: OVERNIGHT: s.15

Location: s.15

Start: Tue 2019-03-12 12:00 AM

End: Wed 2019-03-13 12:00 AM

Show Time As: Free

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX

Required Attendees Brown, Evan PREM:EX; Holmwood, Jen PREM:EX

Optional Attendees:s.17

Tuesday, March 12, 2019

OVERNIGHT: s.15

s.15 \$259 per night plus taxes

CONFIRMATIONS: Premier #s.22

Evan

Jen

Elizabeth-05-03-19

Shortt, Amanda PREM:EX

Subject: PACIFIC COASTAL: Victoria to Vancouver (9:00 AM)
Location: Flight # 8P 104Y

Start: Fri 2019-04-12 9:00 AM
End: Fri 2019-04-12 11:30 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required AttendeesHockin, Amber PREM:EX; McConnell, Sheena PREM:EX; Brown, Evan PREM:EX

Friday, April 12, 2019

PACIFIC COASTAL Flight # 104Y

Depart Victoria Airport at 9:00 am
Arrive Vancouver Airport at 9:25 AM

CONFIRMATIONS: Premier
Evan
Sheena
Amber

Booked with Tamra at Flight Centre, tel # 250-360-2058

Elizabeth-06-01-19

Shortt, Amanda PREM:EX

Subject: PACIFIC COASTAL: Victoria to Vancouver (9:00 AM)
Location: Flight # 8P 104Y

Start: Fri 2019-04-12 9:00 AM
End: Fri 2019-04-12 9:25 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required AttendeesHockin, Amber PREM:EX; McConnell, Sheena PREM:EX; Brown, Evan PREM:EX

Friday, April 12, 2019

PACIFIC COASTAL Flight # 104Y

Depart Victoria Airport at 9:00 am
Arrive Vancouver Airport at 9:25 AM

CONFIRMATIONS: Premier
Evan
Sheena
Amber

Booked with Tamra at Flight Centre, tel # 250-360-2058

Elizabeth-06-01-19

Shortt, Amanda PREM:EX

Subject: PACIFIC COASTAL: Vancouver to Powell River (11:30 AM)

Location: Flight # 203Y

Start: Fri 2019-04-12 11:30 AM

End: Fri 2019-04-12 12:05 PM

Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX

Required AttendeesHockin, Amber PREM:EX; Brown, Evan PREM:EX; McConnell, Sheena PREM:EX

Friday, April 12, 2019

PACIFIC COASTAL Flight # 203Y

Depart Vancouver Airport at 11:30 AM

Arrive Powell River airport at 12:05 PM

CONFIRMATIONS: Premier
Evan
Sheena
Amber

Booked with Tamra at Flight Centre, tel # 250-360-2058

Elizabeth-06-03-19

Shortt, Amanda PREM:EX

Subject: PACIFIC COASTAL: Powell River to Vancouver (5:30 PM)

Location: Flight # 218H

Start: Fri 2019-04-12 5:30 PM

End: Fri 2019-04-12 6:05 PM

Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required AttendeesHockin, Amber PREM:EX; Brown, Evan PREM:EX; McConnell, Sheena PREM:EX

Friday, April 12, 2019

PACIFIC COASTAL Flight # 206L

Depart Powell River airport at 5:30 PM

Arrive Vancouver Airport at 6:05 AM

CONFIRMATIONS # Premier #
 Evan #
 Sheena #
 Amber #

Booked with Tamra at Flight Centre, Tel # 250-360-2058

Elizabeth – 06-03-19

Shortt, Amanda PREM:EX

Subject: PACIFIC COASTAL: Vancouver to Victoria (7:00 PM)

Location: Flight # 119H

Start: Fri 2019-04-12 7:00 PM

End: Fri 2019-04-12 7:25 PM

Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX

Required Attendees Brown, Evan PREM:EX; McConnell, Sheena PREM:EX; Hockin, Amber PREM:EX

Friday, April 12, 2019

PACIFIC COASTAL Flight # 119H

Depart Vancouver Airport at 7:00 PM

Arrive Victoria airport at 7:25 PM

CONFIRMATIONS: Premier #
Amber #
Evan #
Sheena #

Booked with Tamra at Flight Centre, Tel #250-360-2058

Elizabeth-06-03-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 6, 2019 10:37 AM
To: 'Sarah Dohan'
Subject: RE: PC to Powel River

Thanks Sarah.

From: Sarah Dohan <sarah.dohan@flightcentre.ca>
Sent: March 6, 2019 10:27 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>; Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Subject: RE: PC to Powel River

Hi Elizabeth,

Sorry about the wait here. Tamra is in meetings today but, I will get this booked and sent over.

SARAH DOHAN

Travel Manager

Flight Centre Business Travel Victoria



Office: +1 250 360 2058 | **Toll Free:** +1 866 420 4410



615 Broughton St
Victoria BC V8W 1C8



After Hours Emergency Assist: s.22

FLIGHT CENTRE[®] Business Travel

Years in the industry: **5**

Countries visited: **12**

Favourite Destination: **Kenya**

Next trip: **TBA**



I'm only a call, text or email away!



CPBC #42324 | TICO #4671384 | OPC #702971

From: Parkinson, Elizabeth PREM:EX [<mailto:Elizabeth.Parkinson@gov.bc.ca>]
Sent: Wednesday, March 06, 2019 10:10 AM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Subject: RE: PC to Powel River

Hi Tamra,

Can I please book the Premier, Evan, Sheena and Amber Hockin on Option 2 both ways?

Thanks,

Elizabeth

From: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Sent: March 5, 2019 1:48 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: PC to Powel River

Hi Elizabeth

Please see below the flight options .

April 12- Victoria to Powell River

Option 1: Pacific Coastal

8P 100Y 12APR F Victoria to Vancouver 700A 725A
8P 201Y 12APR Vancouver to Powell River 820A 855A

Option 2: Pacific Coastal

8P 104Y 12APR F Victoria to Vancouver 900A 925A
8P 203Y 12APR Vancouver to Powell River 1130A 1205P

April 12 – Powell River to Victoria

Option 1: Pacific Coastal

8P 206L 12APR Powell River to Vancouver 300P 335P
8P 115L 12APR F Vancouver to Victoria 400P 425P

Option 2: Pacific Coastal - last flight

8P 218H 12APR Powell River to Vancouver 530P 605P
8P 119H 12APR F Vancouver to Victoria 700P 725P

Please let me know if you have any questions or need anything further .
Tamra

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058
CPBC #42324 | TICO #4671384 | OPC #702971

From: Parkinson, Elizabeth PREM:EX [<mailto:Elizabeth.Parkinson@gov.bc.ca>]
Sent: Tuesday, March 05, 2019 12:35 PM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Subject: PC to Powel River

Hi Tamra,

Can you please tell me what might be available April 12th from Victoria to Powell River in the am and then returning in the evening late afternoon? We'd need 4or 5 seats.

Thanks



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

Subject: KATE: HARBOUR AIR: Victoria to Vancouver (4:00 PM)
Location: Flight # 220

Start: Thu 2019-03-14 4:00 PM
End: Thu 2019-03-14 4:35 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Parkinson, Elizabeth PREM:EX
Required Attendees Van Meer-Mass, Kate PREM:EX

Thursday, March 14, 2019

HARBOUR AIR Flight # 220

Depart Victoria Harbour at 4:00 PM
Arrive Vancouver Harbour at 4:35 PM

CONFIRMATION #s.22

Harbour Air Tel # 1-800-665-0212

Elizabeth-06-03-19

Shortt, Amanda PREM:EX

Subject: KATE: HARBOUR AIR: Vancouver to Victoria (3:30 PM)
Location: Flight # 2190

Start: Sun 2019-03-17 3:30 PM
End: Sun 2019-03-17 4:05 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Parkinson, Elizabeth PREM:EX
Required Attendees Van Meer-Mass, Kate PREM:EX

Sunday, March 17, 2019

HARBOUR AIR Flight # 2190

Depart Vancouver Harbour at 3:30 PM
Arrive Victoria Harbour at 4:05 PM

CONFIRMATION #s 22 ----

Harbour Air Tel # 1-800-665-0212

Elizabeth-06-03-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 6, 2019 11:55 AM
To: s.15; s.22
Subject: FW: Travel Reservation April 12 for JOHN HORGAN
Attachments: Travel Reservation April 12 for JOHN HORGAN.pdf

Confirmed flights.

Elizabeth


From: Sarah Dohan <sarah.dohan@flightcentre.ca>
Sent: March 6, 2019 11:47 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: FW: Travel Reservation April 12 for JOHN HORGAN

Hi Elizabeth,

I have the flight reservation attached for those travelling.

Thank you as I will get you those invoices shortly. As always just let us know if you have any questions.

SARAH DOHAN
Travel Manager
Flight Centre Business Travel Victoria


 **Office: +1 250 360 2058 | Toll Free: +1 866 420 4410**

 615 Broughton St
Victoria BC V8W 1C8

 **After Hours Emergency Assist:** s.22

FLIGHT CENTRE
Business Travel

Years in the industry: 5
Countries visited: 12
Favourite Destination: **Kenya**
Next trip: **TBA**

 **I'm only a call, text or email away!**



CPBC #42324 | TICO #4671384 | OPC #702971

From: Flight Centre Business Travel [<mailto:confirmation@tripcase.com>]
Sent: Wednesday, March 06, 2019 11:42 AM
To: Sarah Dohan <sarah.dohan@flightcentre.ca>
Subject: Travel Reservation April 12 for JOHN HORGAN

Add to Calendar**Itinerary**

Trip to: POWELL RIVER BC, CANADA Reservation code: **s.22**
Passenger(s): HORGAN/JOHN
BROWN/EVAN
MCCONNELL/SHEENA
HOCKIN/AMBER

**PACIFIC COASTAL 8P Flight Number 104**
CONFIRMED**Friday, 12 April**

Departure: YYJ VICTORIA BC, CANADA
9:00AM

Arrival: YVR VANCOUVER BC, CANADA
9:25AM
South Terminal

Please verify flight times prior to departure

Class: Economy

Duration: 0hour(s) and 25minute(s)

Aircraft: BEECHCRAFT 1900 1900C 1900D
SERIES TURBOPROP

Distance (in Miles): 40

John Horgan

Seat(s): Check-In Required

Evan Brown

Seat(s): Check-In Required

Sheena McConnell

Seat(s): Check-In Required

Amber Hockin

Seat(s): Check-In Required

**PACIFIC COASTAL 8P Flight Number 203**
CONFIRMED**Friday, 12 April**

Departure: YVR VANCOUVER BC, CANADA
11:30AM
South Terminal

Arrival: YPW POWELL RIVER BC, CANADA
12:05PM

Please verify flight times prior to departure

Class: Economy

Duration: 0hour(s) and 35minute(s)

Aircraft:BEEHCRAFT 1900 1900C 1900D
SERIES TURBOPROP

Distance (in Miles): 73

John Horgan

Seat(s): Check-In Required

Evan Brown

Seat(s): Check-In Required

Sheena McConnell

Seat(s): Check-In Required

Amber Hockin

Seat(s): Check-In Required



PACIFIC COASTAL 8P Flight Number **218**
CONFIRMED

Friday, 12 April

Departure: YPW POWELL RIVER BC, CANADA
5:30PM

Arrival: YVR VANCOUVER BC, CANADA
6:05PM
South Terminal

Please verify flight times prior to departure

Class: Economy

Duration: 0hour(s) and 35minute(s)

Aircraft:BEEHCRAFT 1900 1900C 1900D
SERIES TURBOPROP

Distance (in Miles): 73

John Horgan

Seat(s): Check-In Required

Evan Brown

Seat(s): Check-In Required

Sheena McConnell

Seat(s): Check-In Required

Amber Hockin

Seat(s): Check-In Required



PACIFIC COASTAL 8P Flight Number **119**
CONFIRMED

Friday, 12 April

Departure: YVR VANCOUVER BC, CANADA
7:00PM
South Terminal

Arrival: YYJ VICTORIA BC, CANADA
7:25PM

Please verify flight times prior to departure

Class: Economy

Duration: 0hour(s) and 25minute(s)

Aircraft:BEEHCRAFT 1900 1900C 1900D Distance (in Miles): 40
SERIES TURBOPROP

John Horgan

Seat(s): Check-In Required

Evan Brown

Seat(s): Check-In Required

Sheena Mcconnell

Seat(s): Check-In Required

Amber Hockin

Seat(s): Check-In Required

If you no longer wish to receive these emails please contact: confirmation@tripcase.com.

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 6, 2019 11:56 AM
To: 'Sarah Dohan'
Subject: RE: Travel Reservation April 12 for JOHN HORGAN

Thank you Sarah.

From: Sarah Dohan <sarah.dohan@flightcentre.ca>
Sent: March 6, 2019 11:47 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: FW: Travel Reservation April 12 for JOHN HORGAN

Hi Elizabeth,

I have the flight reservation attached for those travelling.

Thank you as I will get you those invoices shortly. As always just let us know if you have any questions.

SARAH DOHAN

Travel Manager

Flight Centre Business Travel Victoria



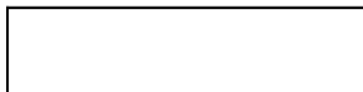
Office: +1 250 360 2058  **Toll Free: +1 866 420 4410**



615 Broughton St
Victoria BC V8W 1C8



After Hours Emergency Assist: s.22



Years in the industry: **5**

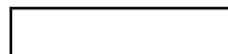
Countries visited: **12**

Favourite Destination: **Kenya**

Next trip: **TBA**



I'm only a call, text or email away!



CPBC #42324 | TICO #4671384 | OPC #702971

From: Flight Centre Business Travel [mailto:confirmation@tripcase.com]
Sent: Wednesday, March 06, 2019 11:42 AM
To: Sarah Dohan <sarah.dohan@flightcentre.ca>
Subject: Travel Reservation April 12 for JOHN HORGAN





Flight Centre Business Travel
250-360-2058

Itinerary

Add to Calendar

Itinerary

Trip to: POWELL RIVER BC, CANADA Reservation code: **s.22**
Passenger(s): HORGAN/JOHN
BROWN/EVAN
MCCONNELL/SHEENA
HOCKIN/AMBER



PACIFIC COASTAL 8P Flight Number **104**
CONFIRMED

Friday, 12 April

Departure: YYJ VICTORIA BC, CANADA
9:00AM



Arrival: YVR VANCOUVER BC, CANADA
9:25AM
South Terminal



Please verify flight times prior to departure



Class: Economy Duration: 0hour(s) and 25minute(s)
Aircraft: BEECHCRAFT 1900 1900C 1900D Distance (in Miles): 40
SERIES TURBOPROP



John Horgan
Seat(s): Check-In Required

Evan Brown
Seat(s): Check-In Required

Sheena McConnell
Seat(s): Check-In Required

Amber Hockin
Seat(s): Check-In Required



PACIFIC COASTAL 8P Flight Number **203**
CONFIRMED

Friday, 12 April

Departure: YVR VANCOUVER BC, CANADA
11:30AM
South Terminal



Arrival: YPW POWELL RIVER BC, CANADA
12:05PM

Please verify flight times prior to departure

Class: Economy Duration: 0hour(s) and 35minute(s)
Aircraft:BEECHCRAFT 1900 1900C 1900D Distance (in Miles): 73
SERIES TURBOPROP

John Horgan

Seat(s): Check-In Required

Evan Brown

Seat(s): Check-In Required

Sheena McConnell

Seat(s): Check-In Required

Amber Hockin

Seat(s): Check-In Required

☐ **PACIFIC COASTAL 8P** Flight Number **218**
CONFIRMED

Friday, 12 April

Departure: YPW POWELL RIVER BC, CANADA
5:30PM

Arrival: YVR VANCOUVER BC, CANADA
6:05PM
South Terminal

Please verify flight times prior to departure

Class: Economy Duration: 0hour(s) and 35minute(s)
Aircraft:BEECHCRAFT 1900 1900C 1900D Distance (in Miles): 73
SERIES TURBOPROP

John Horgan

Seat(s): Check-In Required

Evan Brown

Seat(s): Check-In Required

Sheena McConnell

Seat(s): Check-In Required

Amber Hockin

Seat(s): Check-In Required

☐ **PACIFIC COASTAL 8P** Flight Number **119**
CONFIRMED

Friday, 12 April

Departure: YVR VANCOUVER BC, CANADA
7:00PM
South Terminal

Arrival: YYJ VICTORIA BC, CANADA
7:25PM

||
Please verify flight times prior to departure
||

Class: Economy

Duration: 0hour(s) and 25minute(s)

Aircraft:BEEHCRAFT 1900 1900C 1900D
SERIES TURBOPROP

Distance (in Miles): 40

||
John Horgan

Seat(s): Check-In Required

Evan Brown

Seat(s): Check-In Required

Sheena Mcconnell

Seat(s): Check-In Required

Amber Hockin

Seat(s): Check-In Required

If you no longer wish to receive these emails please contact: confirmation@tripcase.com.

Shortt, Amanda PREM:EX

Subject: PACIFIC COASTAL: Victoria to Vancouver (9:00 AM)
Location: Flight # 8P 104Y

Start: Fri 2019-04-12 9:00 AM
End: Fri 2019-04-12 9:25 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required AttendeesHockin, Amber PREM:EX; McConnell, Sheena PREM:EX; Brown, Evan PREM:EX

Friday, April 12, 2019

PACIFIC COASTAL Flight # 104Y

Depart Victoria Airport at 9:00 am
Arrive Vancouver Airport at 9:25 AM

CONFIRMATIONS: Premier, Evan, Sheena, Amber # s.22

Booked with Tamra at Flight Centre, tel # 250-360-2058

Elizabeth-06-01-19

Shortt, Amanda PREM:EX

Subject: PACIFIC COASTAL: Vancouver to Powell River (11:30 AM)

Location: Flight # 203Y

Start: Fri 2019-04-12 11:30 AM

End: Fri 2019-04-12 12:05 PM

Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX

Required AttendeesHockin, Amber PREM:EX; Brown, Evan PREM:EX; McConnell, Sheena PREM:EX

Friday, April 12, 2019

PACIFIC COASTAL Flight # 203Y

Depart Vancouver Airport at 11:30 AM

Arrive Powell River airport at 12:05 PM

CONFIRMATIONS: Premier, Evan, Sheena, Amber #s.22

Booked with Tamra at Flight Centre, tel # 250-360-2058

Elizabeth-06-03-19

Shortt, Amanda PREM:EX

Subject: PACIFIC COASTAL: Powell River to Vancouver (5:30 PM)
Location: Flight # 218H

Start: Fri 2019-04-12 5:30 PM
End: Fri 2019-04-12 6:05 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required AttendeesHockin, Amber PREM:EX; Brown, Evan PREM:EX; McConnell, Sheena PREM:EX

Friday, April 12, 2019

PACIFIC COASTAL Flight # 206L

Depart Powell River airport at 5:30 PM
Arrive Vancouver Airport at 6:05 AM

CONFIRMATIONS # Premier, Evan ,Sheena, Amber #s.22

Booked with Tamra at Flight Centre, Tel # 250-360-2058

Elizabeth – 06-03-19

Shortt, Amanda PREM:EX

Subject: PACIFIC COASTAL: Vancouver to Victoria (7:00 PM)
Location: Flight # 119H

Start: Fri 2019-04-12 7:00 PM
End: Fri 2019-04-12 7:25 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX

Required Attendees Brown, Evan PREM:EX; McConnell, Sheena PREM:EX; Hockin, Amber PREM:EX

Friday, April 12, 2019

PACIFIC COASTAL Flight # 119H

Depart Vancouver Airport at 7:00 PM
Arrive Victoria airport at 7:25 PM

CONFIRMATIONS: Premier, Amber, Evan, Sheena #s.22

Booked with Tamra at Flight Centre, Tel #250-360-2058

Elizabeth-06-03-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 6, 2019 12:09 PM
To: Geary, Vanessa PREM:EX
Subject: FW: Bob Dewar & Vanessa Geary

Hi Vanessa,

How would you like me to respond to Mike's assistant Moneca? Bob is only here this trip until March 9th when he flies home.

Elizabeth

From: Moneca Gabriel s.22
Sent: March 6, 2019 11:39 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Bob Dewar & Vanessa Geary

Hi Elizabeth,

Just following up, if Bob & Vanessa are coming into Vancouver anytime soon?

Very convenient for Mike to meet them at the downtown cabinet office.

Thanks.

Moneca

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 6, 2019 2:54 PM
To: '.Email the Legislative Library'
Subject: RE:s.22

Thank you Alieda.

From: .Email the Legislative Library <LLBC.Ref@leg.bc.ca>
Sent: March 6, 2019 12:39 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: s.22

Good afternoon Elizabeth,

s.22
s.22 Please let me know if you have any issues or if there is anything else I can help you with today.

Best,

Alieda Blandford

Reference Librarian | Legislative Library of British Columbia | Parliament Buildings | Victoria, BC V8V 1X4

The Legislative Library provides information and research services to the Legislative Assembly.

Library Hours: 8:30-5, or until the House adjourns
Research Phone: 250.387.6510
Research Email: LLBC.Ref@leg.bc.ca
Website: <https://www.leg.bc.ca/learn-about-us/legislative-library>

From: Parkinson, Elizabeth PREM:EX [<mailto:Elizabeth.Parkinson@gov.bc.ca>]
Sent: Wednesday, March 06, 2019 10:46 AM
To: .Email the Legislative Library <LLBC.Ref@leg.bc.ca>
Subject: s.22

s.22

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

CONFIDENTIALITY NOTICE: The above message contains confidential information intended for a specified individual and purpose. The information is private and protected by law. Any copying or disclosure of this transmission by anyone other than the intended recipient is prohibited. If you are not the intended recipient, please notify the sender immediately and delete this message and any attachments from your system. Thank you.

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 6, 2019 3:05 PM
To: Loubert, Danny PREM:EX
Subject: FW: Inclusive workplace training for PO - Thursday March 14th

Hi Danny,

Please sign me up for the session. s.22

Elizabeth

From: Hockin, Amber PREM:EX
Sent: March 5, 2019 3:44 PM
To: LP PO Executive Office <LPPOEO@Victoria1.gov.bc.ca>; LP PREM Directors <PREMDIR@Victoria1.gov.bc.ca>; Farmer, Susan PREM:EX <Susan.Farmer@gov.bc.ca>
Cc: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>; Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>; Parte, Maura PSA:EX <Maura.Parte@gov.bc.ca>
Subject: Inclusive workplace training for PO - Thursday March 14th

Over the last few months, we have run a series of Inclusive Workplace Training sessions for political staff. The sessions are run by Natasha Tony who is highly respected and well known for her work on equity and inclusion in the labour movement and with civil society groups. The goal of these sessions is enhance our collective capacity to build an inclusive workplace. Some of you participated in one of these sessions, and the feedback has been very positive.

Natasha will be holding a session tailored to the PO next Thursday, March 14 from 9:00am to noon in the s.15 .

I recognize and apologize for the short notice, but It is expected that most of us will be able to participate (if you haven't already).

Please be in touch with Danny by end of day tomorrow (Wed. March 6th) to confirm your attendance.

If you have any questions, please give Vanessa a call.

Thanks Amber

Amber Hockin
Deputy Chief of Staff
West Annex, Office of the Premier
Cell#778-584-0867

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 6, 2019 3:36 PM
To: Poldrugovac, Saija FIN:EX
Subject: FW: Changes to the Members' Guide to Policy and Resources - MLA Travel
Attachments: Minister's Travel Form updated March 2019.doc

Importance: High

Hi Saija,

Amber just received this notice from Cindy. Does any of this apply to the Premier?

From: Nash, Amber PREM:EX
Sent: March 6, 2019 3:30 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: FW: Changes to the Members' Guide to Policy and Resources - MLA Travel
Importance: High

From: McKinstry, Cindy D FIN:EX
Sent: March 6, 2019 3:15 PM
To: LP Administrative Coordinators <LPACS@Victoria1.gov.bc.ca>
Cc: LP Senior Ministerial Assistants <SRMINAST@Victoria1.gov.bc.ca>; LP Ministerial Assistants <LPMAs@Victoria1.gov.bc.ca>; LP Support Staff <LPSUPPORT@Victoria1.gov.bc.ca>; Urquhart, Brian LASS:EX <Brian.Urquhart@leg.bc.ca>; Poldrugovac, Saija FIN:EX <Saija.Poldrugovac@gov.bc.ca>; Laird, Patricia FIN:EX <Patricia.Laird@gov.bc.ca>; Janke, Debra FIN:EX <Debra.Janke@gov.bc.ca>
Subject: FW: Changes to the Members' Guide to Policy and Resources - MLA Travel
Importance: High

Please see email below from Brian Urquhart.
Thank you,
Cindy

From: Urquhart, Brian <Brian.Urquhart@leg.bc.ca>
Sent: Wednesday, March 6, 2019 1:05 PM
To: McKinstry, Cindy D FIN:EX <Cindy.McKinstry@gov.bc.ca>
Cc: Reine, Kathryn LASS:EX <Kathryn.Reine@leg.bc.ca>; Levi, Nina LASS:EX <Nina.Levi@leg.bc.ca>
Subject: Changes to the Members' Guide to Policy and Resources - MLA Travel

Good morning Cindy,

As discussed, could you please share the following with Ministerial staff responsible for preparing Minister travel claims.

On December 19, 2018 the Legislative Assembly Management Committee (LAMC) approved changes to the Members' travel allowances. These changes have been incorporated into the Member's Guide to Policy and Resources.

At this time we wanted to provide further information to the Ministerial staff pertaining to the changes made to the In-Province Travel section, particularly related to In-Constituency travel and processing of those claims. To summarize the changes:

- The previous tiered Members' In-Constituency Travel Allowance was eliminated effective January 1, 2019.
- In its place, as of January 1, 2019 all Members receive a flat rate taxable Members Travel Expense Allowance of \$1,500 per quarter. This allowance is paid through the Assembly's payroll system and doesn't require any supporting receipts/travel claims.
- In addition, Members may now claim reimbursement for the following specific in-constituency travel expenses:
 - Accommodation, ferry costs, and airfare; and,
 - If the Member travelled more than 50km in a single day (excluding travel to and from his or her primary constituency office), mileage and per diems may be claimed.

We understand that Ministers are already able to claim for travel within their constituency in their role as Minister. If a Minister has travel expenses that relate solely to their role as an MLA (i.e. non Ministry travel) within their constituency, eligible in-constituency expenses will be covered by the Legislative Assembly by following the same process and submitting the same MLA travel claim form (attached) as is currently used for the Accompanying Person Travel and Caucus Travel claims.

Please note that for all eligible mileage claims a clear description of each individual trip, including starting and ending location is required to be included in order to be eligible for reimbursement.

If you have any questions about the above, please don't hesitate to contact Kathryn Reine (Kathryn.Reine@leg.bc.ca), (250) 356-7515, in Financial Services at the Legislative Assembly of BC.

Kind regards,

Brian Urquhart, CPA, CA
Director

Financial Services | Legislative Assembly of B.C. | 614 Government Street | Victoria, BC V8V 1X4 | Tel: 250.387.0762

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 6, 2019 3:41 PM
To: Geary, Vanessa PREM:EX
Subject: Service Contract
Attachments: Scan_20190306.pdf

Hi Vanessa,

Page 2 of the SC shows a new contract total of \$195,000. \$45,000 is from last year. Was that a remainder that we can use? It's not in CAS... I asked Lori but haven't yet had a response, so wanted to check with you if you remember.

Thanks,

Elizabeth

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 6, 2019 12:12 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 6, 2019 3:42 PM
To: 'Sarah Dohan'
Subject: RE: Invoices -12Apr19

Thanks Sarah! 😊

From: Sarah Dohan
Sent: March 6, 2019 3:40 PM
To: Parkinson, Elizabeth PREM:EX
Subject: RE: Invoices -12Apr19

Hi Elizabeth,

I am so sorry about that! Evan's invoice is attached.

Many Thanks!

SARAH DOHAN

Travel Manager

Flight Centre Business Travel Victoria



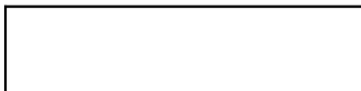
Office: +1 250 360 2058 **Toll Free:** +1 866 420 4410



615 Broughton St
Victoria BC V8W 1C8



After Hours Emergency Assist: s.22



Years in the industry: **5**

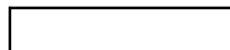
Countries visited: **12**

Favourite Destination: **Kenya**

Next trip: **TBA**



I'm only a call, text or email away!



CPBC #42324 | TICO #4671384 | OPC #702971

From: Parkinson, Elizabeth PREM:EX [mailto:Elizabeth.Parkinson@gov.bc.ca]
Sent: Wednesday, March 06, 2019 3:16 PM
To: Sarah Dohan
Subject: RE: Invoices -12Apr19

Hi Sarah,

You Evan Brown invoice is actually a second Sheen a invoice. Can you please re-send?

Thanks!

Elizabeth

From: Sarah Dohan <sarah.dohan@flightcentre.ca>
Sent: March 6, 2019 2:09 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Invoices -12Apr19

Hello again!

Invoices are attached!

SARAH DOHAN

Travel Manager

Flight Centre Business Travel Victoria



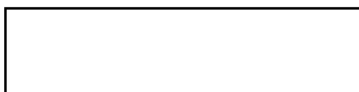
Office: +1 250 360 2058 | Toll Free: +1 866 420 4410



615 Broughton St
Victoria BC V8W 1C8



After Hours Emergency Assist: s.22



Years in the industry: 5

Countries visited: 12

Favourite Destination: **Kenya**

Next trip: **TBA**



I'm only a call, text or email away!



CPBC #42324 | TICO #4671384 | OPC #702971

From: Parkinson, Elizabeth PREM:EX [<mailto:Elizabeth.Parkinson@gov.bc.ca>]
Sent: Wednesday, March 06, 2019 11:56 AM
To: Sarah Dohan <sarah.dohan@flightcentre.ca>
Subject: RE: Travel Reservation April 12 for JOHN HORGAN

Thank you Sarah.

From: Sarah Dohan <sarah.dohan@flightcentre.ca>
Sent: March 6, 2019 11:47 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: FW: Travel Reservation April 12 for JOHN HORGAN

Hi Elizabeth,

I have the flight reservation attached for those travelling.

Thank you as I will get you those invoices shortly. As always just let us know if you have any questions.

SARAH DOHAN

Travel Manager

Flight Centre Business Travel Victoria



Office: +1 250 360 2058 | Toll Free: +1 866 420 4410



615 Broughton St
Victoria BC V8W 1C8



After Hours Emergency Assist: s.22



Years in the industry: 5

Countries visited: 12

Favourite Destination: **Kenya**

Next trip: TBA

☐ I'm only a call, text or email away!

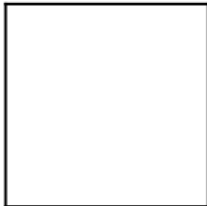
CPBC #42324 | TICO #4671384 | OPC #702971

From: Flight Centre Business Travel [<mailto:confirmation@tripcase.com>]

Sent: Wednesday, March 06, 2019 11:42 AM

To: Sarah Dohan <sarah.dohan@flightcentre.ca>

Subject: Travel Reservation April 12 for JOHN HORGAN



Flight Centre Business Travel
250-360-2058

Itinerary

Add to Calendar **Itinerary**

Trip to: POWELL RIVER BC, CANADA Reservation code: s.22
Passenger(s): HORGAN/JOHN
BROWN/EVAN
MCCONNELL/SHEENA
HOCKIN/AMBER



PACIFIC COASTAL 8P Flight Number **104**
CONFIRMED

Friday, 12 April

Departure: YYJ VICTORIA BC, CANADA
9:00AM

Arrival: YVR VANCOUVER BC, CANADA
9:25AM
South Terminal

Please verify flight times prior to departure

Class: Economy

Duration: 0hour(s) and 25minute(s)

Aircraft: BEECHCRAFT 1900 1900C 1900D Distance (in Miles): 40
SERIES TURBOPROP



John Horgan

Seat(s): Check-In Required

Sheena McConnell

Seat(s): Check-In Required

Evan Brown

Seat(s): Check-In Required

Amber Hockin

Seat(s): Check-In Required



PACIFIC COASTAL 8P Flight Number 203
CONFIRMED

Friday, 12 April

Departure: YVR VANCOUVER BC, CANADA
11:30AM
South Terminal



Arrival: YPW POWELL RIVER BC, CANADA
12:05PM



Please verify flight times prior to departure



Class: Economy

Duration: 0hour(s) and 35minute(s)

Aircraft:BEECHCRAFT 1900 1900C 1900D

Distance (in Miles): 73

SERIES TURBOPROP



John Horgan

Seat(s): Check-In Required

Sheena McConnell

Seat(s): Check-In Required

Evan Brown

Seat(s): Check-In Required

Amber Hockin

Seat(s): Check-In Required



PACIFIC COASTAL 8P Flight Number 218
CONFIRMED

Friday, 12 April

Departure: YPW POWELL RIVER BC, CANADA
5:30PM



Arrival: YVR VANCOUVER BC, CANADA
6:05PM
South Terminal



Please verify flight times prior to departure



Class: Economy

Duration: 0hour(s) and 35minute(s)

Aircraft:BEECHCRAFT 1900 1900C 1900D

Distance (in Miles): 73

SERIES TURBOPROP



John Horgan

Seat(s): Check-In Required

Sheena McConnell

Seat(s): Check-In Required

Evan Brown

Seat(s): Check-In Required

Amber Hockin

Seat(s): Check-In Required



PACIFIC COASTAL 8P Flight Number **119**
CONFIRMED

Friday, 12 April

Departure: YVR VANCOUVER BC, CANADA
7:00PM
South Terminal



Arrival: YYJ VICTORIA BC, CANADA
7:25PM



Please verify flight times prior to departure



Class: Economy

Duration: 0hour(s) and 25minute(s)

Aircraft: BEECHCRAFT 1900 1900C 1900D
SERIES TURBOPROP

Distance (in Miles): 40



John Horgan

Seat(s): Check-In Required

Sheena McConnell

Seat(s): Check-In Required

Evan Brown

Seat(s): Check-In Required

Amber Hockin

Seat(s): Check-In Required

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 6, 2019 3:49 PM
To: Banister, Lori FIN:EX
Subject: RE: Bob Dewar - MOD 4 attached

Thanks Lori. CAS shows no remaining balance from last year.

Elizabeth

From: Banister, Lori FIN:EX
Sent: March 6, 2019 3:48 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Hi Elizabeth, I've asked your question of the Accounts people, but haven't heard from them as yet.... Will let you know just as soon as I do.

Lori

Lori Banister | Procurement Specialist | Corporate Services Division | Ministry of Finance
Ph: 778-698-3049 | *e:* Lori.Banister@gov.bc.ca | *m:* 3rd Floor – 617 Government St., Victoria BC V8W 9V1

From: Parkinson, Elizabeth PREM:EX
Sent: March 6, 2019 12:27 PM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Hi Lori,

I wanted to check one thing with regard to the Service contract. In Part 5 of Contract Amendments you show a balance of \$195,000, with \$45,000 from the previous contract. I know there was money left over at the end of last fiscal, does this mean there is an additional \$45,000 in Fees?

Thanks,

Elizabeth

From: Banister, Lori FIN:EX
Sent: March 5, 2019 5:23 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Yes, I think that would be Vanessa, as Judy Cavanagh signed the earlier CHECKLIST. L

And, thanks for sending the fully signed copy of Bob Dewar's MOD 4 – I've scanned the entire contract (mod plus exhibits) and attach it above. I believe it is this complete copy which should be 'submitted' to the system.

Lori

From: Parkinson, Elizabeth PREM:EX
Sent: March 5, 2019 4:02 PM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Hi Lori,

Do you need Vanessa to sign the bottom of page 2 of the Service contract checklist?

Elizabeth

From: Banister, Lori FIN:EX
Sent: February 28, 2019 3:36 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: Bob Dewar - MOD 4 attached

Hi Elizabeth,

Attached is **MOD 4 to Bob Dewar's contract**, in which we're increase fees by \$5,000, and decreasing expenses by \$5,000:

- clean copy for signature, and
- redlined copy with quick comment in the margin.

For reference, I've also attached:

- PDF of all the **exhibits** to this MOD 4 (the initial agreement, MOD 1, MOD 2, MOD 3, and MOD 4).

You can return the signed MOD 4 to me or scan it together with the Exhibits, if you like.

Just let me know of any changes... I'm out of the office tomorrow, but right back on Monday, March 4/19.

Best, Lori

Lori Banister | Procurement Specialist | Corporate Services Division | Ministry of Finance
Ph: 778-698-3049 | *e:* Lori.Banister@gov.bc.ca | *m:* 3rd Floor – 617 Government St., Victoria BC V8W 9V1

From: Parkinson, Elizabeth PREM:EX
Sent: February 26, 2019 4:48 PM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Question: Bob Dewar

Thank you Lori.

Elizabeth

From: Banister, Lori FIN:EX
Sent: February 26, 2019 4:33 PM

To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: RE: Question: Bob Dewar

Thanks, Elizabeth. I'll get started on it tomorrow for you. Lori

From: Parkinson, Elizabeth PREM:EX
Sent: February 26, 2019 4:13 PM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: RE: Question: Bob Dewar

Hi Lori,

Vanessa and I met this afternoon and decided that moving \$5,000 to the Fees STOB (6101) from the Expenses STOB (6102) for Bob should be sufficient. Are you able to arrange this amendment?

Thanks,

Elizabeth

From: Banister, Lori FIN:EX
Sent: February 26, 2019 11:10 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Question: Bob Dewar

Ok, I'll most likely have phone calls this afternoon but will watch for her note. Lori

From: Parkinson, Elizabeth PREM:EX
Sent: February 26, 2019 11:05 AM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Question: Bob Dewar

Thank you Lori. I will chat with Vanessa this afternoon and likely she will contact you with the amount.

Elizabeth

From: Banister, Lori FIN:EX
Sent: February 26, 2019 11:03 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Question: Bob Dewar

Hi Elizabeth, we can amend his contract to reallocate some of the funds from Expenses to Fees. Lori

Lori Banister | Procurement Specialist | Corporate Services Division | Ministry of Finance
Ph: 778-698-3049 | *e:* Lori.Banister@gov.bc.ca | *m:* 3rd Floor – 617 Government St., Victoria BC V8W 9V1

From: Parkinson, Elizabeth PREM:EX
Sent: February 26, 2019 10:59 AM

To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>

Subject: Question: Bob Dewar

Hi Lori,

Vanessa and I have been looking at the balances of Bob Dewar's contract and we think he may require more than is currently in the Fees STOB, but that he won't need the total that is currently in the Expenses STOB. Is it possible to move some of the funds from Expenses to Fees? Or is there another alternative?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 6, 2019 3:56 PM
To: Geary, Vanessa PREM:EX
Subject: RE: Prosperity Plan for BC

Sure Vanessa. Did you mean April 2nd? I know Bob is leaving Saturday, but I don't yet have a return date. I believe Mike and the Premier discussed this same plan in January at their meeting.

Elizabeth

From: Geary, Vanessa PREM:EX
Sent: March 6, 2019 3:50 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Robinson, Jon PREM:EX <Jon.Robinson@gov.bc.ca>; Dewar, Bob PREM:EX <Bob.Dewar@gov.bc.ca>
Subject: FW: Prosperity Plan for BC

Hi Elizabeth – would you please contact Moneca and see if it is possible to set up a meeting with Mike in Vancouver on a Friday after March 2 - Bob, Jon and I would all attend.

Bob, Jon – attachment is from Mike – it seems to have been drafted over a year ago but I think the premise of tying together a number of policy threads into a “prosperity” plan is the gist ...

Thanks VG

From: Parkinson, Elizabeth PREM:EX
Sent: Friday, March 1, 2019 9:41 AM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>; Dewar, Bob PREM:EX <Bob.Dewar@gov.bc.ca>
Subject: Prosperity Plan for BC

Hi Vanessa and Bob,

Mike Harcourt asked me to forward his attached note in preparation for your meeting. Would you like me to assist setting this up?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 6, 2019 4:11 PM
To: Dixon, Olivia PREM:EX
Subject: RE: Invoice Coding sheet for Bob Dewar

Thanks Olivia. Scanned copies are fine for me.

Elizabeth

From: Dixon, Olivia PREM:EX
Sent: March 6, 2019 4:00 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Invoice Coding sheet for Bob Dewar

Hi Elizabeth,

Attached is the signed copy of the document. Do you require the signed hard copy?

Warmest regards,

Olivia Dixon | Administrative Assistant
Vancouver Cabinet Office | Office of the Premier
O: 604-398-5779 | **B:** 604-775-1600 | **E:** Olivia.Dixon@gov.bc.ca

This message and its contents are confidential. If you received this message in error, do not distribute, use, or rely upon it. Instead, please inform the sender and then delete it. Thank you.

From: Parkinson, Elizabeth PREM:EX
Sent: March 6, 2019 12:29 PM
To: Dixon, Olivia PREM:EX <Olivia.Dixon@gov.bc.ca>
Subject: Invoice Coding sheet for Bob Dewar

Hi Olivia,

Can you please ask Vanessa to sign the bottom left hand corner?

Thanks,

Elizabeth

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 6, 2019 12:12 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 6, 2019 4:16 PM
To: Dixon, Olivia PREM:EX
Subject: RE: Service Contract

Thanks Olivia. We talked.

From: Dixon, Olivia PREM:EX
Sent: March 6, 2019 4:07 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Service Contract

Hi again,

I have printed out the document and left it for Vanessa. However, I think she needs to ask you a couple questions.

Warmest regards,

Olivia Dixon | Administrative Assistant
Vancouver Cabinet Office | Office of the Premier
O: 604-398-5779 | **B:** 604-775-1600 | **E:** Olivia.Dixon@gov.bc.ca

This message and its contents are confidential. If you received this message in error, do not distribute, use, or rely upon it. Instead, please inform the sender and then delete it. Thank you.

From: Parkinson, Elizabeth PREM:EX
Sent: March 6, 2019 3:39 PM
To: Dixon, Olivia PREM:EX <Olivia.Dixon@gov.bc.ca>
Subject: Service Contract

Hi Vanessa,

Can you please sign the bottom left of page 2? Also,

From: s.15 | <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 6, 2019 12:12 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 6, 2019 4:16 PM
To: Phillips, Dawn-Lynn PSA:EX
Subject: RE: Jon Robinson

Thank you Dawn-Lynn!

From: Phillips, Dawn-Lynn PSA:EX
Sent: March 6, 2019 4:03 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Jon Robinson

Hi Elizabeth – Jon's EE# is s.22 . Jon falls under Group II. Thank you.....dl

Dawn-Lynn Phillips, HR Executive Support Services Advisor
Executive Talent Management
Deputy Minister's Office | BC Public Service Agency
Suite 500, 1011 – 4th Avenue | Prince George BC | V2L 3H9 | Phone: 250.888.4570



Where ideas work

From: Parkinson, Elizabeth PREM:EX
Sent: March 6, 2019 10:50 AM
To: Phillips, Dawn-Lynn PSA:EX <Dawn-Lynn.Phillips@gov.bc.ca>
Subject: Jon Robinson

Hi Dawn-Lynn,

Are you able to provide me with the employee number for Jon and what travel group he will be in?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier
*Direct: 778-974-6082
Reception: 250-387-1715
E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 6, 2019 4:16 PM
To: Poldrugovac, Saija FIN:EX
Subject: FW: Jon Robinson

FYI-

From: Phillips, Dawn-Lynn PSA:EX
Sent: March 6, 2019 4:03 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Jon Robinson

Hi Elizabeth – Jon's EE# is s.22 . Jon falls under Group II. Thank you.....dl

Dawn-Lynn Phillips, HR Executive Support Services Advisor
Executive Talent Management
Deputy Minister's Office | BC Public Service Agency
Suite 500, 1011 – 4th Avenue | Prince George BC | V2L 3H9 | Phone: 250.888.4570



Where ideas work

From: Parkinson, Elizabeth PREM:EX
Sent: March 6, 2019 10:50 AM
To: Phillips, Dawn-Lynn PSA:EX <Dawn-Lynn.Phillips@gov.bc.ca>
Subject: Jon Robinson

Hi Dawn-Lynn,

Are you able to provide me with the employee number for Jon and what travel group he will be in?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier
*Direct: 778-974-6082
Reception: 250-387-1715
E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 6, 2019 4:23 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Bob Dewar Consulting, February 2019 Fees
Attachments: Scan_20190306.pdf

Hi Saija,

Please find attached the February 2019 fees invoice, detailed report and invoice coding sheet for Bob Dewar Consulting.

Thanks,

Elizabeth

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 6, 2019 4:21 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 6, 2019 4:27 PM
To: Dewar, Bob PREM:EX
Subject: Flight to Victoria

Hi Bob,

Do you have a date for your return flight? Vanessa mentioned March 25th.

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 6, 2019 5:07 PM
To: Robinson, Jon PREM:EX
Subject: RE: Meeting with Mike Harcourt, April 5th

Thanks Jon.

From: Robinson, Jon PREM:EX
Sent: March 6, 2019 5:05 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Meeting with Mike Harcourt, April 5th

Yes I could make that work.

From: Parkinson, Elizabeth PREM:EX
Sent: Wednesday, March 6, 2019 5:03 PM
To: Robinson, Jon PREM:EX <Jon.Robinson@gov.bc.ca>
Subject: RE: Meeting with Mike Harcourt, April 5th

Hi Jon,

If you flew to Van for 8:30, could you attend the Directors meeting via concall at s.15 ? I'm wondering about a 10:00 am meeting with Mike at s.15

From: Robinson, Jon PREM:EX
Sent: March 6, 2019 4:57 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>; Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>; Dewar, Bob PREM:EX <Bob.Dewar@gov.bc.ca>
Subject: RE: Meeting with Mike Harcourt, April 5th

I could make that work depending on timing and the Directors meeting

From: Parkinson, Elizabeth PREM:EX
Sent: Wednesday, March 6, 2019 4:39 PM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>; Robinson, Jon PREM:EX <Jon.Robinson@gov.bc.ca>; Dewar, Bob PREM:EX <Bob.Dewar@gov.bc.ca>
Subject: Meeting with Mike Harcourt, April 5th

Hi all,

The morning of Friday April 5th at s.15 would work for Mike. Can you please confirm if this would work for each of you?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 7, 2019 9:48 AM
To: Scambler, Teresa LASS:EX
Subject: RE: Introduction: Question Period

I don't. The Premier was just going to go off the cuff about how pleasant and helpful they are, and how valuable libraries are.

From: Scambler, Teresa <Teresa.Scambler@leg.bc.ca>
Sent: March 7, 2019 9:47 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Introduction: Question Period

Raj says sure, do you have a write up on them?
T

From: Parkinson, Elizabeth PREM:EX [<mailto:Elizabeth.Parkinson@gov.bc.ca>]
Sent: Thursday, March 7, 2019 9:15 AM
To: Scambler, Teresa <Teresa.Scambler@leg.bc.ca>
Subject: Introduction: Question Period

Hi Teresa,

The Premier was going to introduce the Library staff attending QP this morning, but he's no longer going to be present for introductions. Would Raj be able to do this?

There will be 4 staff from the Legislative Library for the March 7 Thursday question period:

- Megan Laflin
- Katey Stickle
- Alieda Blandford
- Wiebke Imsel (pronounced Veeb-ka)

Thanks,

Elizabeth

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 7, 2019 9:57 AM
To: Graham2, Dorothy LASS:EX
Subject: Raj Chouhan will do the intro :-)



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 7, 2019 10:00 AM
To: Geary, Vanessa PREM:EX
Subject: RE: Natasha Tony

Yes, it's in the contract.

From: Geary, Vanessa PREM:EX
Sent: March 7, 2019 9:59 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Natasha Tony

Please do – do you have her email address?

From: Parkinson, Elizabeth PREM:EX
Sent: Thursday, March 7, 2019 9:59 AM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: Natasha Tony

Hi Vanessa,

Natasha hasn't claimed accommodation for the dates she stayed here in Victoria (3 nights) , which is in her contract. Do you mind if I email her and ask about it?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

Subject: Speech Read through: BC Tech

Location: s.15

Start: Thu 2019-03-07 4:15 PM

End: Thu 2019-03-07 5:15 PM

Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required Attendees Aaron, Sage PREM:EX; McConnell, Sheena PREM:EX; Kennedy, Christine PREM:EX; Kristianson, Eric PREM:EX

With:

Sage

Sheena

Christine/Eric K

Shortt, Amanda PREM:EX

Subject: Pre-Brief: Don W & Christine K & Geoff
Location: s.15

Start: Thu 2019-03-07 5:15 PM
End: Thu 2019-03-07 5:45 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX

Required AttendeesWright, Don J. PREM:EX; Kennedy, Christine PREM:EX; Meggs, Geoff PREM:EX

RE: Ahead of Meeting with Canfor

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 7, 2019 10:15 AM
To: Scambler, Teresa LASS:EX
Subject: RE: Introduction: Question Period

Thanks Teresa!

From: Scambler, Teresa <Teresa.Scambler@leg.bc.ca>
Sent: March 7, 2019 9:47 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Introduction: Question Period

Raj says sure, do you have a write up on them?
T

From: Parkinson, Elizabeth PREM:EX [mailto:Elizabeth.Parkinson@gov.bc.ca]
Sent: Thursday, March 7, 2019 9:15 AM
To: Scambler, Teresa <Teresa.Scambler@leg.bc.ca>
Subject: Introduction: Question Period

Hi Teresa,

The Premier was going to introduce the Library staff attending QP this morning, but he's no longer going to be present for introductions. Would Raj be able to do this?

There will be 4 staff from the Legislative Library for the March 7 Thursday question period:

- Megan Laflin
- Katey Stickle
- Alieda Blandford
- Wiebke Imsel (pronounced Veeb-ka)

Thanks,

Elizabeth

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 7, 2019 10:48 AM
To: Rainaldi, Mario CITZ:EX
Subject: RE: Consignee copy PO 4500348044 Union bug business cards

Will do Mario.

Thanks again.

Elizabeth

From: Rainaldi, Mario CITZ:EX
Sent: March 7, 2019 10:39 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Consignee copy PO 4500348044 Union bug business cards

Hi Elizabeth,

Attached is the consignee copy for the 4 sets of business cards with a union bug on them.
Please fill it out and send it back once you have received them to the fax or email in the top right.

Thanks,

Mario Rainaldi

Print Agent | Print Brokerage | Queen's Printer

Ph: 250 356-8674 | **e:** Mario.Rainaldi@gov.bc.ca **M:** PO Box 9452, Stn Prov Govt, Victoria BC V8W 9V7

www.gov.bc.ca/printingandsignage

From: s.15 <Mario.Rainaldi@gov.bc.ca>
Sent: March 7, 2019 9:59 AM
To: Rainaldi, Mario CITZ:EX <Mario.Rainaldi@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 7, 2019 10:52 AM
To: Henry, David A FIN:EX
Subject: RE: !! - Possible Outlook Outage Soon - Please read email for details

Thanks David.

From: Henry, David A FIN:EX
Sent: March 7, 2019 10:50 AM
To: Brubacher, Kelly PSA:EX <Kelly.Brubacher@gov.bc.ca>; Coultish, Jessica PREM:EX <Jessica.Coultish@gov.bc.ca>; Dawes, Sandra IGRS:EX <Sandra.Dawes@gov.bc.ca>; Elliott, Genevieve IGRS:EX <Genevieve.Elliott@gov.bc.ca>; Farmer, Susan PREM:EX <Susan.Farmer@gov.bc.ca>; Fortin, Chantelle FIN:EX <Chantelle.Fortin@gov.bc.ca>; Lauser, Jennifer FIN:EX <Jennifer.Lauser@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>; Massy, Michelle E PREM:EX <Michelle.Massy@gov.bc.ca>; Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>; Privett, Don PREM:EX <Don.Privett@gov.bc.ca>; Vance, Cynthia FIN:EX <Cynthia.Vance@gov.bc.ca>; Wensink, Alison PREM:EX <Alison.Wensink@gov.bc.ca>
Subject: !! - Possible Outlook Outage Soon - Please read email for details
Importance: High

We have been advised that an emergency change is being implemented shortly, in which some clients may experience impact to Outlook/Exchange for 15 minutes to one hour. Approximately 5000 users may be impacted across government, it depends on the exchange server your email is on.

Workaround: <https://summer.gov.bc.ca> is available we are told.

We don't know exactly when the change is being implemented. If we receive any more information, we will share it with you.

David Henry
Service Manager
Offices of the Premier - Technology Support
@: Prem.tech@gov.bc.ca
Tech Support: 250-953-5151
Cell: 250-888-8803

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 7, 2019 10:56 AM
To: Dewar, Bob PREM:EX
Cc: Robinson, Jon PREM:EX
Subject: RE: Meeting with Mike Harcourt, April 5th

I need to book you and Jon over to Vancouver. How about the 7:50 am Heli? And returning to Victoria what time works for you both?

Elizabeth

From: Dewar, Bob PREM:EX
Sent: March 7, 2019 10:52 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Meeting with Mike Harcourt, April 5th

Yes. Put it in my calendar.

From: Parkinson, Elizabeth PREM:EX
Sent: March 7, 2019 10:37 AM
To: Dewar, Bob PREM:EX <Bob.Dewar@gov.bc.ca>
Subject: FW: Meeting with Mike Harcourt, April 5th

Hi Bob,

Does this work for you?

From: Geary, Vanessa PREM:EX
Sent: March 6, 2019 5:09 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>; Robinson, Jon PREM:EX <Jon.Robinson@gov.bc.ca>; Dewar, Bob PREM:EX <Bob.Dewar@gov.bc.ca>
Subject: RE: Meeting with Mike Harcourt, April 5th

Bob, if this works for you, Elizabeth, would you please book them both over.

Jon – I know you have some contacts from Mira to connect with, but I am happy to set up some meetings on the 5th with the housing folks I was telling you about too – let me know.

Cheers V

From: Parkinson, Elizabeth PREM:EX
Sent: Wednesday, March 6, 2019 5:07 PM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>; Robinson, Jon PREM:EX <Jon.Robinson@gov.bc.ca>; Dewar, Bob PREM:EX <Bob.Dewar@gov.bc.ca>
Subject: RE: Meeting with Mike Harcourt, April 5th

Thanks Vanessa. So shall we say 10:00 am April 5th. I can fly Jon over to s.15 for the Directors call so he is there at 8:30 am and ready for the meeting.

Elizabeth

From: Geary, Vanessa PREM:EX
Sent: March 6, 2019 5:01 PM
To: Robinson, Jon PREM:EX <Jon.Robinson@gov.bc.ca>; Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>; Dewar, Bob PREM:EX <Bob.Dewar@gov.bc.ca>
Subject: RE: Meeting with Mike Harcourt, April 5th

Good point – Elizabeth, any Friday, we couldn't start til after 10am due to other morning meetings, thanks

From: Robinson, Jon PREM:EX
Sent: Wednesday, March 6, 2019 4:57 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>; Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>; Dewar, Bob PREM:EX <Bob.Dewar@gov.bc.ca>
Subject: RE: Meeting with Mike Harcourt, April 5th

I could make that work depending on timing and the Directors meeting

From: Parkinson, Elizabeth PREM:EX
Sent: Wednesday, March 6, 2019 4:39 PM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>; Robinson, Jon PREM:EX <Jon.Robinson@gov.bc.ca>; Dewar, Bob PREM:EX <Bob.Dewar@gov.bc.ca>
Subject: Meeting with Mike Harcourt, April 5th

Hi all,

The morning of Friday April 5th at s.15 would work for Mike. Can you please confirm if this would work for each of you?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 7, 2019 12:16 PM
To: Robinson, Jon PREM:EX; Dewar, Bob PREM:EX
Subject: Lunch is here



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 7, 2019 1:29 PM
To: 'Moneca Gabriel'
Subject: RE: Bob Dewar & Vanessa Geary

Thanks Moneca.

From: Moneca Gabriel
Sent: March 7, 2019 1:25 PM
To: Parkinson, Elizabeth PREM:EX
Subject: Re: Bob Dewar & Vanessa Geary

No, I won't be attending with Mike.

Best,

Moneca

On 2019-03-07 1:26 p.m., Parkinson, Elizabeth PREM:EX wrote:

You're very welcome Moneca. Will you also be attending?

From: Moneca Gabriel
Sent: March 7, 2019 1:11 PM
To: Parkinson, Elizabeth PREM:EX
Subject: Re: Bob Dewar & Vanessa Geary

Thank you Elizabeth.

Best,

Moneca

On 2019-03-07 11:04 a.m., Parkinson, Elizabeth PREM:EX wrote:

Morning Moneca,

The meeting is confirmed for 10:00 am at s.15 on April 5th.
Attending will be Mike Harcourt, Vanessa Geary, Jon Robinson and Bob Dewar. Will you be attending? Please let me know if I can do anything further.

Elizabeth

From: Moneca Gabriel
Sent: March 6, 2019 4:24 PM

To: Parkinson, Elizabeth PREM:EX
Subject: Re: Bob Dewar & Vanessa Geary

Hi Elizabeth,

April 5 in the morning would work best.

Thank you for your help setting this up.

Best,

Moneca

On 2019-03-06 4:09 p.m., Parkinson, Elizabeth PREM:EX wrote:

Hi Moneca,

Thank you for following up. s.22

s.22 so the next time that would seem to work for everyone is April 5th. Is there a time that would work for Mike? Vanessa, Bob Dewar and Jon Robinson, Director of Policy would attend.

Thanks,

Elizabeth

From: Moneca Gabriel
Sent: March 6, 2019 11:39 AM
To: Parkinson, Elizabeth PREM:EX
Subject: Re: Bob Dewar & Vanessa Geary

Hi Elizabeth,

Just following up, if Bob & Vanessa are coming into Vancouver anytime soon?

Very convenient for Mike to meet them at the s.15
s.15

Thanks.

Moneca

On 2019-03-01 9:29 a.m., Michael Harcourt wrote:

Elizabeth,in preparation for my meeting in Vancouver with Bob Dewar and Vanessa Geary,could you send them a copy of this Nov 21,2017 Jobs and Sustainable Prosperity memo I prepared.

It will help inform our discussions.

Thank you.

Hope all is going well during the Session.

Mike Harcourt

From: Parkinson, Elizabeth PREM:EX
Sent: Tuesday, November 21, 2017 5:27 PM
To: 'MIKE HARCOURT'
Subject: RE: Sustainable Prosperity Plan for BC

Thank you Mike. I have added it to his reading list. It looks like you have Don's correct email.

Elizabeth

From: MIKE HARCOURT s.22
Sent: Tuesday, November 21, 2017 4:54 PM
To: Parkinson, Elizabeth PREM:EX
Subject: Fwd: Sustainable Prosperity Plan for BC

Elizabeth, I just sent this out to John, Carole,Geoff and Don.

Hope John gets to glance at it.

Waited till immediate priorities dealt with in summer, Fall session got going in Sept/ October..

Not sure Don got it. What's he best email for him?

Good start.

Hope you're doing well.

Mike Harcourt

Sent from my iPhone

Begin forwarded message:

From: MIKE HARCOURT
<s.22 >

Date: November 21, 2017 at 3:48:52
PM PST
To:s.22
s.22

**Subject: Sustainable Prosperity
Plan for BC**

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Mike Harcourt

Shortt, Amanda PREM:EX

Subject: Canceled: HELIJET: Victoria to Vancouver (2:30 PM)
Location: Flight # 786

Start: Sun 2019-03-10 2:30 PM
End: Sun 2019-03-10 3:05 PM
Show Time As: Free

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX
Required Attendees: Brown, Evan PREM:EX
Optional Attendees: s.17

Importance: High

Sunday, March 10, 2019

HELIJET Flight # 786

Depart Victoria Harbour at 2:30 Pm
Arrive Vancouver Harbour at 3:05 PM

CONFIRMATIONS: Premier s.22
s.15
Evan

Helijet Tel # 1-800-665-4354

Elizabeth-04-03-19

Shortt, Amanda PREM:EX

Subject: HELIJET: Victoria to Vancouver (2:30 PM)
Location: Flight # 786

Start: Sun 2019-03-10 2:30 PM
End: Sun 2019-03-10 3:05 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX
Required Attendees Brown, Evan PREM:EX
Optional Attendees s.17

Sunday, March 10, 2019

HELIJET Flight # 786

Depart Victoria Harbour at 2:30 Pm
Arrive Vancouver Harbour at 3:05 PM

CONFIRMATIONS: Premier s.22
s.15
Evan

Helijet Tel # 1-800-665-4354

Elizabeth-04-03-19

Shortt, Amanda PREM:EX

Subject: Canceled: WESTJET: Vancouver to Victoria (9:00 PM)
Location: Flight # WS 3185

Start: Sun 2019-03-10 9:00 PM
End: Sun 2019-03-10 9:35 PM
Show Time As: Free

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17
Required Attendees Brown, Evan PREM:EX

Importance: High

Sunday, March 10, 2019

WESTJET Flight # WS 3185

Depart Vancouver Airport (Main Terminal) at 9:00 pm
Arrive Victoria Airport at 9:35 PM

CONFIRMATIONS: Premier, Evan s.22 , Seat # s.15

Booked with Tamra at Flight Centre, tel # 250-360-2058

Elizabeth-04-01-19

Shortt, Amanda PREM:EX

Subject: WESTJET: Vancouver to Victoria (9:00 PM)
Location: Flight # WS 3185

Start: Sun 2019-03-10 9:00 PM
End: Sun 2019-03-10 9:35 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required Attendees Brown, Evan PREM:EX

Sunday, March 10, 2019

WESTJET Flight # WS 3185

Depart Vancouver Airport (Main Terminal) at 9:00 pm
Arrive Victoria Airport at 9:35 PM

CONFIRMATIONS: Premier, Evan s.22 , Seat #s 15 16

Booked with Tamra at Flight Centre, tel # 250-360-2058

Elizabeth-04-01-19

Shortt, Amanda PREM:EX

Subject: Meeting with Mike Harcourt

Location: s.15

Start: Fri 2019-04-05 10:00 AM

End: Fri 2019-04-05 11:00 AM

Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Dewar, Bob PREM:EX

Required Attendees Geary, Vanessa PREM:EX; Robinson, Jon PREM:EX

Friday, April 5, 2019 – 10:00 AM

Attendees: Mike Harcourt, Vanessa Geary, Bob Dewar and Jon Robinson
s.15 (Olivia confirmed), s.15

Mike Harcourt Tel: 604-263-4132

Elizabeth-07-03-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 7, 2019 2:41 PM
To: Dixon, Olivia PREM:EX
Subject: RE: s.15 meeting , April 5

Thanks Olivia!

From: Dixon, Olivia PREM:EX
Sent: March 7, 2019 2:32 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Boardroom meeting , April 5

Hi Elizabeth,

I have a s.15 booked on Friday, April 5th from 10am – 11am for Vanessa.

Warmest regards,

Olivia Dixon | Administrative Assistant
Vancouver Cabinet Office | Office of the Premier
O: 604-398-5779 | **B:** 604-775-1600 | **E:** Olivia.Dixon@gov.bc.ca

This message and its contents are confidential. If you received this message in error, do not distribute, use, or rely upon it. Instead, please inform the sender and then delete it. Thank you.

From: Parkinson, Elizabeth PREM:EX
Sent: March 7, 2019 1:26 PM
To: Dixon, Olivia PREM:EX <Olivia.Dixon@gov.bc.ca>
Subject: Boardroom meeting , April 5

Hi Olivia,

Are you able to reserve a s.15 for Vanessa, Jon Robinson, Bob Dewar and Mike Harcourt for 10:00 am on Friday, April 5th?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 7, 2019 2:42 PM
To: 'Tamra Bartilucci'
Subject: RE: Cancel Sheena McConnell please

Thanks Tamra!

From: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Sent: March 7, 2019 2:34 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Cancel Sheena McConnell please

Hi Elizabeth
The flight has been canceled for Sheena and the credit recorded

Please let me know if you have any questions or need anything further .

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

From: Parkinson, Elizabeth PREM:EX [<mailto:Elizabeth.Parkinson@gov.bc.ca>]
Sent: Thursday, March 07, 2019 2:17 PM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Subject: Cancel Sheena McConnell please

Hi Tamra,

Can I please cancel Sheena on the Westjet flight # 3185 from Vancouver on Sunday, March 10th?

Sheena s.22 Seat # s.15

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

Subject: HELIJET: Victoria to Vancouver (7:50 AM)
Location: Flight # 704

Start: Fri 2019-04-05 7:50 AM
End: Fri 2019-04-05 8:25 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Dewar, Bob PREM:EX
Required Attendees Robinson, Jon PREM:EX

Friday, April 5, 2019

HELIJET Flight # 704

Depart Victoria Harbour at 7:50 AM
Arrive Vancouver harbour at 8:25 AM

CONFIRMATIONS: Bob s.22
 Jon

Helijet Tel # 1-800-665-4354

Elizabeth

Shortt, Amanda PREM:EX

Subject: HELIJET: Vancouver to Victoria (5:10 PM)
Location: Flight # 727

Start: Fri 2019-04-05 5:10 PM
End: Fri 2019-04-05 5:45 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Dewar, Bob PREM:EX
Required Attendees Robinson, Jon PREM:EX

Friday, April 5, 2019

Helijet Flight # 727

Depart Vancouver Harbour at 5:10 PM
Arrive Victoria Harbour at 5:45 PM

CONFIRMATIONS: Bob s.22
Jon

Helijet Tel # 1-800-665-4354

Elizabeth-07-03-19

Shortt, Amanda PREM:EX

Subject: Meeting with Mike Harcourt

Location: s.15

Start: Fri 2019-04-05 10:00 AM

End: Fri 2019-04-05 11:00 AM

Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Dewar, Bob PREM:EX

Required AttendeesGeary, Vanessa PREM:EX; Robinson, Jon PREM:EX

Friday, April 5, 2019 – 10:00 AM

Attendees: Mike Harcourt, Vanessa Geary, Bob Dewar and Jon Robinson
s.15 (Olivia confirmed), s.15

Mike Harcourt Tel: 604-263-4132

Elizabeth-07-03-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 7, 2019 3:26 PM
To: Loubert, Danny PREM:EX
Subject: RE: Tuesday workshop

Thanks Danny!

From: Loubert, Danny PREM:EX
Sent: March 7, 2019 3:20 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Tuesday workshop

Hi Elizabeth,

I have move you over.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-398-5780 | E: Danny.Loubert@gov.bc.ca

From: Parkinson, Elizabeth PREM:EX
Sent: Thursday, March 7, 2019 2:57 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Tuesday workshop

Hi Danny,

Can you please switch me to the uesday session?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

Subject: HOLD - Lunch: Laird Cronk & Geoff Meggs
Location: Vancouver - location tbc

Start: Tue 2019-03-12 12:00 PM
End: Tue 2019-03-12 1:30 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required Attendees Meggs, Geoff PREM:EX

Possibly s.15

2 Tables for 2 and 5 people

Elizabeth-07-03-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 8, 2019 10:18 AM
To: Geary, Vanessa PREM:EX
Subject: Re: BEA for luncheon

Thanks Vanessa!

Sent from my iPhone

On Mar 8, 2019, at 9:35 AM, Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca> wrote:

Super thanks. This is approved.
Thanks V

Sent from my iPhone

On Mar 8, 2019, at 9:33 AM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

I'm looking for your approval for payment in case the Premier decides to pay for it.
Amber wasn't sure who would be paying. If he wants to pay then I will give the
purchasing card info to the restaurant.

Elizabeth

Sent from my iPhone

On Mar 8, 2019, at 9:10 AM, Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
wrote:

How do you put a lunch that hasn't yet happened on a PCard?

From: Parkinson, Elizabeth PREM:EX
Sent: Thursday, March 7, 2019 5:06 PM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: BEA for luncheon

Hi Vanessa,

The Premier is meeting Laird Crocnk for a business lunch March 12 in
Vancouver with Geoff. Can I put this on the Pcard?

Thanks,

<image001.png>

Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 8, 2019 2:05 PM
To: Nash, Amber PREM:EX
Subject: Re: March 12 lunch

Will do. s.22

What date?

Sent from my iPhone

> On Mar 8, 2019, at 11:00 AM, Nash, Amber PREM:EX <Amber.Nash@gov.bc.ca> wrote:

>

> Thanks! I really need to get Don Bain on the Kamloops flights. Can you arrange for me?

>

> -----Original Message-----

> From: Parkinson, Elizabeth PREM:EX

> Sent: March 8, 2019 10:21 AM

> To: Nash, Amber PREM:EX <Amber.Nash@gov.bc.ca>

> Subject: March 12 lunch

>

> Hi Amber,

>

> Lunch is reserved in a quiet space s.15
requested. I will update the calendar today.

>

> Vanessa has approved this as a business expense also.

>

> Elizabeth

>

> Sent from my iPhone

has set aside for the Premier. Two tables as

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 8, 2019 6:17 PM
To: s.15
Subject: Re: Lunch reservation for the Premier

Thank you s.15 Much appreciated.

Elizabeth

Sent from my iPhone

On Mar 8, 2019, at 5:55 PM, s.15 > wrote:

Hi Elizabeth,

Thank you for letting us know and its not a problem at all. We very much appreciate you thinking of us and completely understand that plans can change.

If you ever have any requests down the road, big or small, please don't hesitate to reach out and we will be more than happy to help you with any future bookings!

Have a great weekend!

s.15

s.15

s.15

On Mar 8, 2019, at 3:56 PM, Parkinson, Elizabeth PREM:EX
<Elizabeth.Parkinson@gov.bc.ca> wrote:

Hi s.15

Thank you for all your help setting up the reservation March 12 for the Premier, but I will have to cancel. Unfortunately, his plans have changed for the day.

Thank you again for your assistance. I'm sure the Premier will want to join you for lunch another time.

Best regards,

Elizabeth

Sent from my iPhone

On Mar 7, 2019, at 7:37 PM, s.15

<s.15

> wrote:

Hi Elizabeth,

Thank you for passing along these further details. s.22

s.22

. Feel free to call me anytime tomorrow that suits you for the purchasing details.

Thanks again for thinking of us and if there is anything else I can help with please don't hesitate to reach out and I will be more than happy to help.

Kind regards,

s.15

Sent from my iPhone

On Mar 7, 2019, at 7:15 PM, Parkinson, Elizabeth
PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Thank you for your speedy response s.15
s.15

We expect there will be 5 people at his table. For billing I will have to get back to you tomorrow. I can call you tomorrow with my purchasing card which is what I imagine will be how we pay for the luncheon.

A quiet space would be appreciated. s.22
s.22
s.22

Thank you again for your email and for being so accommodating. I have to say your menu looks fabulous!

s.22 but will
respond to emails and if you need to speak with me my
cell is s.22

Best,

Elizabeth

Sent from my iPhone

On Mar 7, 2019, at 6:01 PM, s.15

s.15

Hi Elizabeth,

Thank you for your email and for considering s.15
s.15 for lunch reservations, its much appreciated.

I can set up a quiet spot for your 2 tables. Do you know
how many guests the Premier plans to have attend?

Did the s.15

s.15 We have a couple nice spots that this can
work so I'm sure it will work out nicely for their lunch.

For the billing would both tables be combined on one
bill or will each guest prefer to be billed separately?

Thanks again for booking with us and I look forward to
hearing back and for the opportunity of hosting your
guests for lunch next Tuesday.

Kind Regards,

s.15

On Mar 7, 2019, at 5:04 PM, Parkinson, Elizabeth

PREM:EX

<Elizabeth.Parkinson@gov.bc.ca<<mailto:Elizabeth.Parkinson@gov.bc.ca>>> wrote:

Hi,

I'm looking for a quiet lunch location for Premier
Horgan for Tuesday, March 12 at noon. The party
would need 2 tables, s.15 and a
second table for the Premier and his guests. Do you
have a quiet space they could have lunch

Much thanks,

Elizabeth

Sent from my iPhone

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 9, 2019 2:13 PM
To: Bain, Don PREM:EX
Subject: Fwd: Eticket : Donald Bain / Vancouver to Kamloops / March 20-21
Attachments: Travel Reservation March 20 for DONALD BAIN.pdf; ATT00001.htm

Hi Don,

Attached is your confirmed flight March 20, 21st.

Elizabeth

Sent from my iPhone

Begin forwarded message:

From: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Date: March 8, 2019 at 2:44:22 PM PST
To: "Parkinson, Elizabeth PREM:EX" <Elizabeth.Parkinson@gov.bc.ca>
Subject: Eticket : Donald Bain / Vancouver to Kamloops / March 20-21

Please let me know if you have any questions or need anything further .

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

From: Flight Centre Business Travel [<mailto:confirmation@tripcase.com>]
Sent: Friday, March 08, 2019 2:43 PM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Subject: Travel Reservation March 20 for DONALD BAIN

FLIGHT CENTRE
Business Travel

Flight Centre Business
Travel
250-360-2058

Itinerary

Add to Calendar

Itinerary

Trip to: KAMLOOPS BC, CANADA
Passenger(s): BAIN/DONALD

Reservation code: s.22



AIR CANADA AC Flight Number 8190
Operated by: /AIR CANADA EXPRESS - JAZZ
CONFIRMED

Wednesday, 20 March

Departure: YVR VANCOUVER BC, CANADA
8:50AM
Main Terminal

Arrival: YKA KAMLOOPS BC, CANADA
9:39AM

Please verify flight times prior to departure

Class: Economy
Aircraft: DEHAVILLAND DASH 8-400
TURBOPROP

Duration: 0hour(s) and 49minute(s)
Distance (in Miles): 161

Donald Bain
Seat(s): Check-In Required



AIR CANADA AC Flight Number 8191
Operated by: /AIR CANADA EXPRESS - JAZZ
CONFIRMED

Thursday, 21 March

Departure: YKA KAMLOOPS BC, CANADA
10:10AM

Arrival: YVR VANCOUVER BC, CANADA
11:04AM
Main Terminal

Please verify flight times prior to departure

Class: Economy
Aircraft: DEHAVILLAND DASH 8-400
TURBOPROP

Duration: 0hour(s) and 54minute(s)
Distance (in Miles): 161

Donald Bain
Seat(s): Check-In Required

If you no longer wish to receive these emails please contact: confirmation@tripcase.com.

Page 265 of 500

Withheld pursuant to/removed as

s.22

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 11, 2019 11:07 AM
To: Privett, Don PREM:EX
Subject: RE: Schedule carpet man visit

March 12, 13, 14

From: Privett, Don PREM:EX
Sent: March 11, 2019 11:02 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Schedule carpet man visit

Elizabeth,
The carpet man was a no show Friday. Surjit wants to rebook.
Can you pls look at the PJH schedule and advise some days/times over the coming two weeks.
Don

DON PRIVETT | Administrative Assistant | Office of the Premier
PO Main Line: **250-387-1715** | Personal UC: 778-974-6080
don.privett@gov.bc.ca | West Annex, Room 156
Parliament Buildings, Victoria, BC V8W 9E1

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 11, 2019 11:19 AM
To: s.22
Subject: RE: Contact info for s.22

Thank you for your emails.22 I will forward your email to the Minister's office for his MA, James McNish's attention and response.

Elizabeth

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

From: s.22
Sent: March 11, 2019 9:42 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Contact info for s.22

Hi Elizabeth,

I have continued to follow the made in BC content potential for LNG projects in BC.

Interestingly, after speaking with other businesses similar to ours and some competitors it appears we are all experiencing the same thing. We are presented a potential opportunity and then told we don't qualify for capacity, technical, financial or other reasons.

The companies I am familiar with have extensive capabilities that are well suited to this type of project and include both union and non union companies. Without understanding the internal process of the proponents involved it appears that a case is being built to include as much content as possible in the very large modules that will be built in Asia, thus avoiding any duties or requirements to use local content.

I would appreciate any guidance from Premier Horgan or Minister Ralston on how best to approach this issue. Some businesses are frustrated to the point they want to bring this to the media, but I believe it is better to understand how best to cooperatively deploy the many hundreds of BC workers that are missing out on this opportunity thus far. To be clear, we just want to clearly be told what is required to compete for this work. We are prepared to join forces if necessary to address any concerns of size or capabilities and really just want a fair shot at the business.

Regards,
s.22

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

From: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Sent: October 1, 2018 8:53 AM
To: s.22
Subject: RE: Contact info for s.22

Thank you for sending this follow-up email s.22 . That is disappointing to hear. I will ensure that the Premier and the Minister responsible, Minister Bruce Ralston, are both aware of your email.

Elizabeth

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

From: ls.22

Sent: Sunday, September 30, 2018 3:40 PM

To: Parkinson, Elizabeth PREM:EX

Subject: RE: Contact info for s.22

Hi Elizabeth,

After the recent YPO lunch I mentioned to Premier Horgan that one of my companies had been asked to prequalify to build some electrical modules for the proposed LNG Canada project. We were subsequently told that they would be "going with another bidder". This is interesting as we have not actually quoted any prices yet which leads me to believe the work will be done in China along with the much larger modules that will most certainly be built there. Similarly, another one of my companies that specializes in pipe bending was told by Transcanada that they would be having all the bending work for the pipeline done in the US. As manufacturers, we compete in many jurisdictions that have "buy local" regulations and incentives while in our own back yard it seems we don't even have the opportunity to submit a competitive bid.

I am not necessarily advocating for provincial government intervention, however I thought the Premier may be interested in how this is playing out and perhaps pass this along to the federal government for consideration.

Regards,

s.22

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

From: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>

Sent: September 13, 2017 9:08 AM

To: s.22

Subject: RE: Contact info for s.22

Good morning s.22 ,

Our apologies for the shortness of notice. The Premier wanted to offer a conference call briefing with himself and the Minister of Finance regarding the Budget, which was held yesterday evening. Would you like me to keep your information in the event something like this happens again?

Best,

Elizabeth

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

From: s.22

Sent: Wednesday, September 13, 2017 8:23 AM

To: Parkinson, Elizabeth PREM:EX

Subject: Contact info for s.22

Hi Elizabeth,

I understand you were looking for my contact information after the meetings I attend with Premier Horgan hosted by Jimmy Pattison.

I can be contacted on this email and my phone number iss.22 .

Regards,
s.22

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 11, 2019 11:22 AM
To: McNish, James JTT:EX
Subject: FW: Contact info for s.22

Hi James,

Are you able to contact s.22 regarding his email below? s.22 participates in the conference calls with the Premier and the Minister of Finance and had this experience he wanted to talk about.

Thanks,

Elizabeth

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

From: s.22
Sent: March 11, 2019 9:42 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Contact info for s.22

Hi Elizabeth,

I have continued to follow the made in BC content potential for LNG projects in BC.

Interestingly, after speaking with other businesses similar to ours and some competitors it appears we are all experiencing the same thing. We are presented a potential opportunity and then told we don't qualify for capacity, technical, financial or other reasons.

The companies I am familiar with have extensive capabilities that are well suited to this type of project and include both union and non union companies. Without understanding the internal process of the proponents involved it appears that a case is being built to include as much content as possible in the very large modules that will be built in Asia, thus avoiding any duties or requirements to use local content.

I would appreciate any guidance from Premier Horgan or Minister Ralston on how best to approach this issue. Some businesses are frustrated to the point they want to bring this to the media, but I believe it is better to understand how best to cooperatively deploy the many hundreds of BC workers that are missing out on this opportunity thus far. To be clear, we just want to clearly be told what is required to compete for this work. We are prepared to join forces if necessary to address any concerns of size or capabilities and really just want a fair shot at the business.

Regards,
s.22

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

From: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Sent: October 1, 2018 8:53 AM
To: s.22
Subject: RE: Contact info for s.22

Thank you for sending this follow-up email s.22 . That is disappointing to hear. I will ensure that the Premier and the Minister responsible, Minister Bruce Ralston, are both aware of your email.

Elizabeth

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

From: s.22

Sent: Sunday, September 30, 2018 3:40 PM

To: Parkinson, Elizabeth PREM:EX

Subject: RE: Contact info for s.22

Hi Elizabeth,

After the recent YPO lunch I mentioned to Premier Horgan that one of my companies had been asked to prequalify to build some electrical modules for the proposed LNG Canada project. We were subsequently told that they would be "going with another bidder". This is interesting as we have not actually quoted any prices yet which leads me to believe the work will be done in China along with the much larger modules that will most certainly be built there. Similarly, another one of my companies that specializes in pipe bending was told by Transcanada that they would be having all the bending work for the pipeline done in the US. As manufacturers, we compete in many jurisdictions that have "buy local" regulations and incentives while in our own back yard it seems we don't even have the opportunity to submit a competitive bid.

I am not necessarily advocating for provincial government intervention, however I thought the Premier may be interested in how this is playing out and perhaps pass this along to the federal government for consideration.

Regards,
s.22

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

From: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>

Sent: September 13, 2017 9:08 AM

To: s.22

Subject: RE: Contact info for s.22

Good mornings.22 ,

Our apologies for the shortness of notice. The Premier wanted to offer a conference call briefing with himself and the Minister of Finance regarding the Budget, which was held yesterday evening. Would you like me to keep your information in the event something like this happens again?

Best,

Elizabeth

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

From: s.22

Sent: Wednesday, September 13, 2017 8:23 AM

To: Parkinson, Elizabeth PREM:EX

Subject: Contact info for s.22

Hi Elizabeth,

I understand you were looking for my contact information after the meetings I attend with Premier Horgan hosted by Jimmy Pattison.

I can be contacted on this email and my phone number is s.22 .

Regards,
s.22

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 11, 2019 11:27 AM
To: Nash, Amber PREM:EX
Subject: FW: Contact info for s.22

Hi Amber,

s.22 who is one of the businesses the Premier was speaking with on the concall recently, has written again about his and other BC businesses experiences regarding bidding on contracts here in BC. I've forwarded it to James McNish in Minister Ralston's office for their attention.

Elizabeth

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

From: s.22
Sent: March 11, 2019 9:42 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Contact info for s.22

Hi Elizabeth,

I have continued to follow the made in BC content potential for LNG projects in BC.

Interestingly, after speaking with other businesses similar to ours and some competitors it appears we are all experiencing the same thing. We are presented a potential opportunity and then told we don't qualify for capacity, technical, financial or other reasons.

The companies I am familiar with have extensive capabilities that are well suited to this type of project and include both union and non union companies. Without understanding the internal process of the proponents involved it appears that a case is being built to include as much content as possible in the very large modules that will be built in Asia, thus avoiding any duties or requirements to use local content.

I would appreciate any guidance from Premier Horgan or Minister Ralston on how best to approach this issue. Some businesses are frustrated to the point they want to bring this to the media, but I believe it is better to understand how best to cooperatively deploy the many hundreds of BC workers that are missing out on this opportunity thus far. To be clear, we just want to clearly be told what is required to compete for this work. We are prepared to join forces if necessary to address any concerns of size or capabilities and really just want a fair shot at the business.

Regards,
s.22

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

From: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Sent: October 1, 2018 8:53 AM
To: s.22
Subject: RE: Contact info for s.22

Thank you for sending this follow-up email s.22 . That is disappointing to hear. I will ensure that the Premier and the Minister responsible, Minister Bruce Ralston, are both aware of your email.

Elizabeth

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

From: s.22
Sent: Sunday, September 30, 2018 3:40 PM
To: Parkinson, Elizabeth PREM:EX
Subject: RE: Contact info for s.22

Hi Elizabeth,

After the recent YPO lunch I mentioned to Premier Horgan that one of my companies had been asked to prequalify to build some electrical modules for the proposed LNG Canada project. We were subsequently told that they would be "going with another bidder". This is interesting as we have not actually quoted any prices yet which leads me to believe the work will be done in China along with the much larger modules that will most certainly be built there. Similarly, another one of my companies that specializes in pipe bending was told by Transcanada that they would be having all the bending work for the pipeline done in the US. As manufacturers, we compete in many jurisdictions that have "buy local" regulations and incentives while in our own back yard it seems we don't even have the opportunity to submit a competitive bid.

I am not necessarily advocating for provincial government intervention, however I thought the Premier may be interested in how this is playing out and perhaps pass this along to the federal government for consideration.

Regards,
s.22

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

From: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Sent: September 13, 2017 9:08 AM
To: s.22
Subject: RE: Contact info for s.22

Good morning s.22

Our apologies for the shortness of notice. The Premier wanted to offer a conference call briefing with himself and the Minister of Finance regarding the Budget, which was held yesterday evening. Would you like me to keep your information in the event something like this happens again?

Best,

Elizabeth

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

From: s.22
Sent: Wednesday, September 13, 2017 8:23 AM
To: Parkinson, Elizabeth PREM:EX
Subject: Contact info for s.22

Hi Elizabeth,

I understand you were looking for my contact information after the meetings I attend with Premier Horgan hosted by Jimmy Pattison.

I can be contacted on this email and my phone number is s.22

Regards,

s.22

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 11, 2019 11:30 AM
To: Poldrugovac, Saija FIN:EX
Subject: RE: Evan Brown: TV#E130639

Hi Saija,

Yes, the Premier also stayed at the s.15

Elizabeth

From: Poldrugovac, Saija FIN:EX
Sent: March 11, 2019 11:06 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Evan Brown: TV#E130639

Hey,
Can you confirm that the Premier also said at this hotel?
Thanks!
~S

From: Parkinson, Elizabeth PREM:EX
Sent: February 25, 2019 9:44 AM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Evan Brown: TV#E130639

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: February 25, 2019 9:12 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 11, 2019 11:33 AM
To: s.15; s.22
Subject: Helijet: April 3: Vic-Van-Vic

From: Passenger Services <PassengerServices@helijet.com>
Sent: March 8, 2019 4:26 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Thank you for choosing to take off with Helijet!



Please review your reservation below.

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

We look forward to welcoming you aboard your flight soon!

Customer Information

Account

Customer #	s.22
Name	s.15
Company	Office Of The Premier

Booking s.22

Wednesday, April 3, 2019

704

07:50 Victoria Harbour (Downtown)

08:25 Vancouver Harbour (Downtown)

35 minutes

Invoice s.15

FARE-YWH-FULL_Winter2019	\$333.33
+ GST	\$16.67

Billing	\$333.33
Taxes	\$16.67

Confirmed

Grand Total

\$350.00

1 Passengers - Full-Fare

s.15 Male

[Add to Calendar](#)

Helijet fares are fully Changeable / Refundable up to 5pm the day prior to departure.

After 5pm all next-day travel is non-refundable and only changeable for same-day travel. Any cancellations will result in a non-refundable cancellation fee equal to the value of the one-way travel.

Failure to change 1 hour prior or check-in 20 minutes prior to departure will also result in the cancellation of any onward and/or return reservations (additional cancellation fees may apply)

Booking s.22

Wednesday, April 3, 2019

713

11:20 Vancouver Harbour (Downtown)

11:55 Victoria Harbour (Downtown)

35 minutes

Confirmed

1 Passengers - Full-Fare

s.15 Male

[Add to Calendar](#)

Invoice s.22

FARE-YWH-FULL_Winter2019

\$333.33

+ GST

\$16.67

Billing

\$333.33

Taxes

\$16.67

Grand Total

\$350.00

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THIS ITINERARY IS YOUR OFFICIAL TRAVEL DOCUMENT, PLEASE READ FULLY

Carriage is subject to applicable tariffs, conditions of carriage and related regulations which are available at the Helijet International administration offices. Carriage here under is subject to the rules and limitations relating to the liability established by the Warsaw Convention.

GST#:
R102320165

Passenger Travel Information:
For detailed Travel Information visit helijet.com or call Helijet Reservations 1.800.665.4354

Payment:
Credit Card is required at time of booking to hold reservations, and will be charged in-full at time of check-in, or if change/cancellation or no-show fee applies.

Passenger Check-in:
Passengers are required to check-in at least 20 minutes prior to scheduled flight departure time. When flight boarding commences, seats will be forfeited & any onward/return flights may be cancelled.

Changes/Cancellations & No Show Penalty:
Unless otherwise stated, all fares may be cancelled, changed and refunded up to 5pm the day prior to departure. All same-day bookings are non-refundable.
After 5pm, all next-day travel is non-refundable and only changeable for same-day travel; a fare upgrade may be required. On the day of travel, changes must be made at least 1 hour prior to departure or the cancellation fee, equal to the value of the one-way travel, will apply. Failure to check in prior to departure will also result in any onward and/or return reservations being cancelled, with any applicable cancellation fees applied.

Terminals:
Helijet scheduled flights operate from four terminals, please ensure you are aware of your flight departure/arrival locations;
Vancouver Harbour Heliport: 455 West Waterfront Road, Vancouver BC (*note: pedestrian access via Waterfront Station requires Compass Card or Fare Payment)
Vancouver International Airport: 5911 Airport Road South, Richmond BC
Victoria Harbour Heliport: 79 Dallas Road, Victoria BC
Nanaimo Harbor Heliport at Nanaimo Cruise Ship Welcome Centre: 100 Port Drive, Nanaimo BC

Parking:
Free Parking (7 days maximum) is included with tickets purchased on Helijet Scheduled Flights. Space may be limited, please observe signage in designated parking areas. Note: some locations are secured after-hours, ask at check-in for information.

Aircraft Type:
Scheduled flights are operated by 12 passenger Sikorsky S-76 helicopters

Travel Documentation:
Government issued Photo ID must be presented at check-in of all flights for all passengers appearing 18 years or over.
Children and Youth travelling unaccompanied must present Government issued ID; birth certificate, passport, driver's license or provincial ID card.
Proof of age must be presented for children who appear to be over 12 years of age and is recommended for youth (13-17 years) travelling with an adult.

Baggage Allowance:
Baggage is limited to 2 pieces per person (including hand baggage) weighing no more than 50lbs total. Excess baggage will be accepted on a space available basis. No carry-on cabin baggage is allowed. Please visit <http://www.catsa-acsta.gc.ca/> for information on how to "Pack Smart" and avoid delays

Baggage Liability:
The liability for the loss of and/or the damage to any personal property, including baggage or goods is

limited to an amount equal to the value of such baggage or goods, which shall not exceed \$250.00 (CAD) per passenger, unless greater value declared.

Transportation upon arrival:

Helijet is pleased to offer courtesy shuttle van drop off service within the downtown core in Victoria, Vancouver Harbour, and Nanaimo, ask the driver for drop off locations. Taxis & rental cars may also be available, please ask an agent.

Accessibility:

To ensure your travel is possible, passengers with limited mobility and/or special needs must advise Helijet Reservations at 1.800.665.4354

Pets on Helijet:

If you have a Special Assistance Animal please advise Helijet Reservations. Other small pets and animals are not accepted for carriage, please visit our website for restrictions.

Weather Conditions:

If due to weather conditions the flight is unable to operate Helijet will make every attempt to contact passengers as early as possible via phone numbers and/or email addresses provided.

Reservations:

Reservations are required for all flights and may be booked online at www.helijet.com or by calling 1.800.665.4354 (within North America).

[Login to your account at helijet.com](#)

Thank you again for choosing to fly with Helijet.

passengerservices@helijet.com

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 11, 2019 11:37 AM
To: s.15; s.22
Subject: RE: Helijet: April 3: Vic-Van-Vic

I'll cancel s.15;

From: s.15; s.22
Sent: March 11, 2019 11:36 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: s.15; s.22
s.15; s.22

Subject: Re: Helijet: April 3: Vic-Van-Vic

Thanks Elizabeth. We will not need a seat on these flights as we will have a team on both ends.

s.15;

>>> On 2019/03/11 at 11:33 AM, in message <98c80f41dac64621bd8263d3a8987c0d@E3PMBX19.idir.BCGOV>, "Parkinson, Elizabeth PREM:EX" <Elizabeth.Parkinson@gov.bc.ca> wrote:

From: Passenger Services <PassengerServices@helijet.com>
Sent: March 8, 2019 4:26 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Thank you for choosing to take off with Helijet!



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We look forward to welcoming you aboard your flight soon!

Customer Information

Account

Customer #

s.22

Name	s.15
Company	Office Of The Premier

Booking s.22

Wednesday, April 3, 2019

704

07:50 Victoria Harbour (Downtown)

08:25 Vancouver Harbour (Downtown)

35 minutes

Confirmed

1 Passengers - Full-Fare

s.15 Male

[Add to Calendar](#)

Invoice s.22

FARE-YWH-FULL_Winter2019	\$333.33
+ GST	\$16.67

Billing	\$333.33
Taxes	\$16.67
Grand Total	\$350.00

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Bookings s.22

Wednesday, April 3, 2019

713

11:20 Vancouver Harbour (Downtown)

11:55 Victoria Harbour (Downtown)

35 minutes

Invoice s.22

FARE-YWH-FULL_Winter2019	\$333.33
+ GST	\$16.67

Billing	\$333.33
Taxes	\$16.67
Grand Total	\$350.00

Confirmed

1 Passengers - Full-Fare

s.15 Male

Add to Calendar

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GST#:
R102320165

Passenger Travel Information:
For detailed Travel Information visit helijet.com or call Helijet Reservations 1.800.665.4354

Payment:
Credit Card is required at time of booking to hold reservations, and will be charged in-full at time of check-in, or if change/cancellation or no-show fee applies.

Passenger Check-in:
Passengers are required to check-in at least 20 minutes prior to scheduled flight departure time. When flight boarding commences, seats will be forfeited & any onward/return flights may be cancelled.

Changes/Cancellations & No Show Penalty:
Unless otherwise stated, all fares may be cancelled, changed and refunded up to 5pm the day prior to departure. All same-day bookings are non-refundable.
After 5pm, all next-day travel is non-refundable and only changeable for same-day travel; a fare upgrade may be required. On the day of travel, changes must be made at least 1 hour prior to departure or the cancellation fee, equal to the value of the one-way travel, will apply. Failure to check in prior to departure will also result in any onward and/or return reservations being cancelled, with any applicable cancellation fees applied.

Terminals:
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Vancouver Harbour Heliport: 455 West Waterfront Road, Vancouver BC (*note: pedestrian access via Waterfront Station requires Compass Card or Fare Payment)
Vancouver International Airport: 5911 Airport Road South, Richmond BC
Victoria Harbour Heliport: 79 Dallas Road, Victoria BC
Nanaimo Harbor Heliport at Nanaimo Cruise Ship Welcome Centre: 100 Port Drive, Nanaimo BC

Parking:

Free Parking (7 days maximum) is included with tickets purchased on Helijet Scheduled Flights. Space may be limited, please observe signage in designated parking areas. Note: some locations are secured after-hours, ask at check-in for information.

Aircraft Type:

Scheduled flights are operated by 12 passenger Sikorsky S-76 helicopters

Travel Documentation:

Government issued Photo ID must be presented at check-in of all flights for all passengers appearing 18 years or over.

Children and Youth travelling unaccompanied must present Government issued ID; birth certificate, passport, driver's license or provincial ID card.

Proof of age must be presented for children who appear to be over 12 years of age and is recommended for youth (13-17 years) travelling with an adult.

Baggage Allowance:

Baggage is limited to 2 pieces per person (including hand baggage) weighing no more than 50lbs total.

Excess baggage will be accepted on a space available basis. No carry-on cabin baggage is allowed.

Please visit <http://www.catsa-acsta.gc.ca/> for information on how to "Pack Smart" and avoid delays

Baggage Liability:

The liability for the loss of and/or the damage to any personal property, including baggage or goods is limited to an amount equal to the value of such baggage or goods, which shall not exceed \$250.00 (CAD) per passenger, unless greater value declared.

Transportation upon arrival:

Helijet is pleased to offer courtesy shuttle van drop off service within the downtown core in Victoria, Vancouver Harbour, and Nanaimo, ask the driver for drop off locations. Taxis & rental cars may also be available, please ask an agent.

Accessibility:

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Pets on Helijet:

If you have a Special Assistance Animal please advise Helijet Reservations. Other small pets and animals are not accepted for carriage, please visit our website for restrictions.

Weather Conditions:

If due to weather conditions the flight is unable to operate Helijet will make every attempt to contact passengers as early as possible via phone numbers and/or email addresses provided.

Reservations:

Reservations are required for all flights and may be booked online at www.helijet.com or by calling 1.800.665.4354 (within North America).

Login to your account at helijet.com

Thank you again for choosing to fly with Helijet.

passengerservices@helijet.com

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 11, 2019 11:45 AM
To: 'Matt McKenzie'
Subject: RE: 71420 Ministry of Labour envelope pdf

Thank you Matt. This is the correct logo. The envelope looks good. Please print.

Elizabeth

From: Matt McKenzie <matt@marineprinters.com>
Sent: March 8, 2019 12:57 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Daniels, Debbie CITZ:EX <Debbie.Daniels@gov.bc.ca>
Subject: 71420 Ministry of Labour envelope pdf

Hi Elizabeth,
Here's a proof of the #10 Envelope (PO#4500348077).
Stock: #10 Environment Natural.
Qty: 500.

Couple things:

- We set this in the standard font we've used for other #10 envelopes – ok?
- It was mentioned about a new logo, the only one we have on file is as per the pdf. If it is to be different can you send me an electronic version of it pls.

Regards

Matt



Matt McKenzie | Marine Printers Inc.
1252 East Hastings Street | Vancouver | BC | V6A 1S6
T: 604.681.1301 | F: 604.681.0562
www.marineprinters.com

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 11, 2019 12:25 PM
To: Robinson, Jon PREM:EX
Subject: RE: travel request

Hi Jon,

The timing isn't great for flights. Helijet has flights at 11:00 and 12:25 (35 minute flights) and Harbour Air has flights at 11:30 and 12:30 (flights again 35 minutes)

From: Robinson, Jon PREM:EX
Sent: March 11, 2019 12:20 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: travel request

Hi Elizabeth, timing is very tight. I have a workshop in the morning. I would need to leave at 12:15-ish to make it to meeting at 1:15 at 1pm. Would return around 5.

If timing not possible, I will have to miss meeting.

From: Geary, Vanessa PREM:EX
Sent: Monday, March 11, 2019 12:15 PM
To: Robinson, Jon PREM:EX <Jon.Robinson@gov.bc.ca>
Cc: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: travel request

Approved thanks. EP, please work with Jon on bookings, thanks

From: Robinson, Jon PREM:EX
Sent: Monday, March 11, 2019 12:11 PM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: travel request

Hi Vanessa,

I am doing some work on opioids policy. Alex has invited me to an important working group meeting Judy is hosting at 1:15 this Thursday. If approved for travel, I can work with Elizabeth to book flights for the day.

Thanks,

Jon Robinson, Director of Policy
Office of the Premier | Government of BC
501 Belleville St, Victoria, BC V8V 2L8 | 250-893-4538

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 11, 2019 12:28 PM
To: Wade, Debbie PREM:EX
Subject: RE: Important update from Helijet!

Perfect

From: Wade, Debbie PREM:EX
Sent: March 11, 2019 12:28 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Important update from Helijet!

Yes I took it this morning! Thanks 😊

*Debbie Wade
Executive Coordinator to Geoff Meggs - Chief of Staff
and Amber Hockin - Deputy Chief of Staff
Office of the Premier
778-974-6075*

From: Parkinson, Elizabeth PREM:EX
Sent: Monday, March 11, 2019 12:27 PM
To: Wade, Debbie PREM:EX <Debbie.Wade@gov.bc.ca>
Subject: FW: Important update from Helijet!

Hi Debbie,

Does Geoff want this flight?

From: Passenger Services <PassengerServices@helijet.com>
Sent: March 11, 2019 11:06 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Important update from Helijet!



This is an important update from Helijet.

Please contact Helijet Reservations to confirm this waitlisted flight.. 1 800 665-4354

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

Customer Information

Account

Customer #

s.22

Name

Geoffrey Meggs

Advisory

Please contact Helijet Reservations to confirm this waitlisted flight.. 1 800 665-4354

Booking s.22

Tuesday, March 12, 2019

702

07:00 Victoria Harbour (Downtown)

07:35 Vancouver Harbour (Downtown)

35 minutes

Confirmed WL Cleared

1 Passengers - Full-Fare

• **Geoffrey Meggs, Male**

[Add to Calendar](#)

Helijet fares are fully Changeable / Refundable up to 5pm the day prior to departure.

After 5pm all next-day travel is non-refundable and only changeable for same-day travel. Any cancellations will result in a non-refundable cancellation fee equal to the value of the one-way travel.

Failure to change 1 hour prior or check-in 20 minutes prior to departure will also result in the cancellation of any onward and/or return reservations (additional cancellation fees may apply)

Login to your account at helijet.com

Thank you again for choosing to fly with Helijet.

passengerservices@helijet.com

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 11, 2019 12:35 PM
To: s.15; s.22
Cc:
Subject: Cancelled: April 3

From: Passenger Services <PassengerServices@helijet.com>
Sent: March 11, 2019 12:34 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Thank you for choosing to take off with Helijet!



Please review your reservation below.

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

We look forward to welcoming you aboard your flight soon!

Customer Information

Account

Customer #	s.22
Name	s.15
Company	Office Of The Premier

Booking s.22

Wednesday, April 3, 2019

Invoice s.22

704

07:50 Victoria Harbour (Downtown)

08:25 Vancouver Harbour (Downtown)

35 minutes

Helijet fares are fully Changeable / Refundable up to 5pm the day prior to departure.

After 5pm all next-day travel is non-refundable and only changeable for same-day travel. Any cancellations will result in a non-refundable cancellation fee equal to the value of the

Cancelled

1 Passengers - Full-Fare

s.15 , Male

[Add to Calendar](#)

one-way travel.

Failure to change 1 hour prior or check-in 20 minutes prior to departure will also result in the cancellation of any onward and/or return reservations (additional cancellation fees may apply)

Booking s.22

Wednesday, April 3, 2019

Invoice s.22

713

11:20 Vancouver Harbour (Downtown)

11:55 Victoria Harbour (Downtown)

35 minutes

Cancelled

1 Passengers - Full-Fare

s.15 Male

[Add to Calendar](#)

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After 5pm all next-day travel is non-refundable and only changeable for same-day travel. Any cancellations will result in a non-refundable cancellation fee equal to the value of the one-way travel.

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THIS ITINERARY IS YOUR OFFICIAL TRAVEL DOCUMENT, PLEASE READ FULLY

Carriage is subject to applicable tariffs, conditions of carriage and related regulations which are available at the Helijet International administration offices. Carriage here under is subject to the rules and limitations relating to the liability established by the Warsaw Convention.

GST#:
R102320165

Passenger Travel Information:
For detailed Travel Information visit helijet.com or call Helijet Reservations 1.800.665.4354

Payment:
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Aircraft Type:

Scheduled flights are operated by 12 passenger Sikorsky S-76 helicopters

Travel Documentation:

Government issued Photo ID must be presented at check-in of all flights for all passengers appearing 18 years or over.

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Login to your account at helijet.com

Thank you again for choosing to fly with Helijet.

passengerservices@helijet.com

Shortt, Amanda PREM:EX

Subject: HELIJET: Victoria to Vancouver (7:50 AM)
Location: Flight # 704

Start: Wed 2019-04-03 7:50 AM
End: Wed 2019-04-03 8:25 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required Attendees Brown, Evan PREM:EX; Hockin, Amber PREM:EX; McConnell, Sheena PREM:EX

Wednesday, April 3, 2019

HELIJET Flight # 704

Depart Victoria Harbour at 7:50 AM
Arrive Vancouver harbour at 8:25 AM

CONFIRMATIONS: Premier# s.22
Sheena
Amber
Evan

Helijet Tel # 1-800-665-4354

Elizabeth-11-03-19

Shortt, Amanda PREM:EX

Subject: HELIJET: Victoria to Vancouver (7:50 AM)

Location: Flight # 704

Start: Wed 2019-04-03 7:50 AM

End: Wed 2019-04-03 8:25 AM

Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required Attendees Brown, Evan PREM:EX; Hockin, Amber PREM:EX; McConnell, Sheena PREM:EX

Wednesday, April 3, 2019

HELIJET Flight # 704

Depart Victoria Harbour at 7:50 AM

Arrive Vancouver harbour at 8:25 AM

CONFIRMATIONS: Premier# s.22

Sheena

Amber

Evan

s.15; s.22

Helijet Tel # 1-800-665-4354

Elizabeth-11-03-19

Shortt, Amanda PREM:EX

Subject: HELIJET: Vancouver to Victoria (10:00 AM)

Location: Flight # 711

Start: Wed 2019-04-03 10:00 AM

End: Wed 2019-04-03 10:35 AM

Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required AttendeesHockin, Amber PREM:EX; McConnell, Sheena PREM:EX; Brown, Evan PREM:EX

Wednesday, April 3, 2019

HELIJET Flight # 711

Depart Vancouver Harbour at 10:00 AM

Arrive Victoria Harbour at 10:35 AM

CONFIRMATIONS: Premier#s.22

Sheena

Amber

Evan

- s.15; s.22

Helijet Tel # 1-800-665-4354

Elizabeth-11-03-19

Shortt, Amanda PREM:EX

Subject: AIR CANADA: Flight to Kamloops (8:50 AM)
Location: Flight # AC 8190

Start: Wed 2019-03-20 8:50 AM
End: Wed 2019-03-20 9:39 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required Attendees Brown, Evan PREM:EX; Holmwood, Jen PREM:EX; Bain, Don PREM:EX

Wednesday, March 20, 2019

AIR CANADA Flight # AC 8190

Depart Vancouver Airport (Main Terminal) at 8:50 AM
Arrive Victoria Airport at 9:39

CONFIRMATION # Premier , Evan & Jen # s.22 , Seat # s.15
Don Bain # s.22 , Seat s.

Booked with Tamra at Flight Centre, Tel # 250-360-2058

Elizabeth-01-03-19

Shortt, Amanda PREM:EX

Subject: AIR CANADA: Kamloops to Vancouver (10:10 AM)

Location: Flight # AC 8191

Start: Thu 2019-03-21 10:10 AM

End: Thu 2019-03-21 11:04 AM

Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX

Required Attendees Brown, Evan PREM:EX; Holmwood, Jen PREM:EX; Bain, Don PREM:EX

Optional Attendees: s.17

Thursday, March 21, 2019

AIR CANADA Flight # AC 8191

Depart Kamloops Airport at 10:10 AM

Arrive Vancouver Airport (main terminal) at 11:04 AM

CONFIRMATIONS: Premier, Evan & Jen # s.22 , Seat #s.15
Don Bain # s.22 , Seat #s.1

Booked with Tamra at Flight Centre, Tel 250-360-2058

Elizabeth-01-03-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 11, 2019 1:16 PM
To: Loubert, Danny PREM:EX
Subject: FW: Bain Invoice
Attachments: Bain Invoice - 20 mar - YKA.pdf

From: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Sent: March 8, 2019 4:24 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Bain Invoice

TAMRA BARTILUCCI

Team Leader

Flight Centre Flight Centre Business Travel



Office: +1 250 360 2058 | Toll Free: +1 866 420 4410



615 Broughton St
Victoria BC V8W 1C8
Canada



After Hours Emergency Assist: -s.22

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Next trip: **Shelter Island**



I'm only a call or email away!



CPBC #42324 | TICO #4671384 | OPC #702971

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 11, 2019 1:27 PM
To: 'Alkan YCD'
Subject: Question re: March 16

Hi Daniel,

We currently don't have an end time for the event the Premier is attending March 16th in Smithers. If it were to go an extra hour (to 7:00 pm) would this be ok with the pilots flying time?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 11, 2019 2:46 PM
To: s.15
Subject: RE: Book the Premier, March 12

Thank you s.22

Elizabeth

From: s.15
Sent: March 11, 2019 1:24 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: s.15
Subject: RE: Book the Premier, March 12

Thanks so much for this information Elizabeth. Our team is ready to welcome them back.

I am not 100% yet but getting closer. s.22

s.22 As I won't be here for the Premier's visit on the 19th if you need to pass on any information to our team or make any adjustments at all to the reservations, I have cc'd our s.15 on this email. They will be able to assist with anything at all that you need.

Hope you are well and I'm sure we will be in touch again soon!

s.15

From: Parkinson, Elizabeth PREM:EX [<mailto:Elizabeth.Parkinson@gov.bc.ca>]
Sent: Monday, March 11, 2019 12:01 PM
To: s.15
Subject: RE: Book the Premier, March 12

Hi s.15

Sorry for not responding earlier. In my head I'd written you an email already I guess. The earliest they would check-in would be 5:00 pm on the 12th. As far as I know s.15 I don't have timing yet for the 19th. Everyone will be responsible for their own charges. I hope you managed to get some rest over the weekend and s.22

Thanks for checking in about the plans.

Elizabeth

From: s.15
Sent: March 7, 2019 10:51 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Book the Premier, March 12

Good morning Elizabeth,

s.22 and wanting to ensure everything is all set for the Premier's reservations. Do you have an estimated time of arrival for March 12 and 19th? s.15
s.15 I'm assuming that all guests will once again be responsible for their own charges but if not, please let me know.

Thanks so much!

s.15

From: Parkinson, Elizabeth PREM:EX [<mailto:Elizabeth.Parkinson@gov.bc.ca>]
Sent: Monday, March 04, 2019 2:09 PM
To: s.15
Subject: Book the Premier, March 12

Hjs.15

I hope you're well. Can I please book the Premier, Evan Brown, Jennifer Holmwood and Amber Hockin with you for the evening of March 12? Do you have availability?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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s.15

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 11, 2019 2:59 PM
To: Poldrugovac, Saija FIN:EX
Subject: RE: FOR REVIEW: February Monthly Proactive Release of Premier's Travel Receipts

Thanks Saija! Looks great.

Elizabeth

From: Poldrugovac, Saija FIN:EX
Sent: March 11, 2019 8:18 AM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Cc: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: FOR REVIEW: February Monthly Proactive Release of Premier's Travel Receipts
Importance: High

To: Vanessa Geary

Enclosed please find the Premier's monthly transactions that have been redacted to remove items that require severing. If you hover over text that shows redaction with a red box around it, you will see why that information is being redacted. Please review the file for accuracy. **If there is an item that you feel should be redacted please contact me via email by the 22nd day of the month for resolution/correction.** If there are no edits to be made, we do not require a response at this time.

Please share this package with your GCPE contact within 1 business day.

This email is a preliminary copy and approval will be required for the Quarterly release which will include this month and the other months in the quarter.

Thank you and please give me a call if you have any questions.

Thanks,
Saija

Saija Poldrugovac

Executive Financial Clerk, Ministers' Office Support Services
Corporate Financial and Facilities Services Branch
Ministry of Finance

Phone: (778) 678-3496 **Fax:** (250) 356-7326

E-mail: Saija.Poldrugovac@gov.bc.ca

Website: <http://gwww.fin.gov.bc.ca/>

Serving all Ministers' Offices and the Office of the Premier

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 11, 2019 3:14 PM
To: Bain, Don PREM:EX
Subject: RE: March 16 charter

Thanks for confirming Don.

From: Bain, Don PREM:EX
Sent: March 11, 2019 3:13 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: March 16 charter

Hi Elizabeth,

I will be in Victoria Wednesday evening until Sunday morning. Danny has made arrangements for me at the s.15 . I wasn't sure if we would make it back in time for me to catch the last ferry. We will see.

Thank you for checking in.

Hope you had a restful weekend.

Don

From: Parkinson, Elizabeth PREM:EX
Sent: Monday, March 11, 2019 3:10 PM
To: Bain, Don PREM:EX
Subject: March 16 charter

Hi Don,

I'm just checking that you have made arrangements for accommodations here in Victoria on March 15 and 16th when you are flying with the Premier to Smithers from Victoria return? And of course the travel to and from Victoria?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

Subject: HELIJET: Victoria to Vancouver (11:00 AM)

Location: Flight # 784

Start: Tue 2019-03-19 11:00 AM

End: Tue 2019-03-19 11:35 AM

Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required Attendees Brown, Evan PREM:EX; Holmwood, Jen PREM:EX

Tuesday, March 19, 2019

HELIJET Flight # 784

Depart Victoria Harbour at 11:00 AM

Arrive Vancouver Harbour at 11:35 AM

CONFIRMATIONS: Premier#s.22

s.15

Evan

Jen

Helijet Tel # 1-800-665-4354

Elizabeth-04-03-19

Shortt, Amanda PREM:EX

Subject: OVERNIGHT: s.15

Location: s.15

Start: Wed 2019-03-20 12:00 AM

End: Thu 2019-03-21 12:00 AM

Show Time As: Free

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX

Required AttendeesBrown, Evan PREM:EX; Holmwood, Jen PREM:EX; Bain, Don PREM:EX

Wednesday, March 20, 2019

OVERNIGHT: s.15

s.22 Gov't rate room,\$122 per night plus taxes

CONFIRMATIONS: Premier #s.22

Evan (s.15

Jen

s.15

Don

Elizabeth-01-03-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 11, 2019 4:21 PM
To: Loubert, Danny PREM:EX
Subject: FW: Confirmation of reservation- Don Bain
Attachments: s.22 .pdf

From: Spencer s.15
Sent: March 11, 2019 4:18 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Confirmation of reservation

Monday, March 11, 2019

Confirmation of reservation
Ref. folio number: s.22

Dear Mr Bain,

Thank you for choosing s.15

We are pleased to confirm the following reservation:

Property : s.15
Guest name : Mr Donald Bain
Date of arrival : Wednesday, March 20, 2019
Date of departure : Thursday, March 21, 2019
Number of night : 1
Number of rooms : 1 x s.22
Number of persons : 1 adult

Rate structure per room per night: (Excluding tax)
PG: Provincial Government (ID Required)

- From Wed, Mar 20, 19 till Thu, Mar 21, 19 CAD 122.00 for 1 adult

Your reservation is guaranteed by creditcard *****s.22

Cancellation policy:
Must cancel 24 hours prior to check in time to
avoid penalty.

Cancellation fee of 1 night room and tax at confirmed date.

Customer Care:

Online Support: Send us an email
Phone Support: When calling, please reference: Confirmation #:s.22
In North America: s.15
Outside North America: s.15

We thank you for your reservation and hope you will have a pleasant stay with us.

Sincerely yours,
s.15

For reservations call: CALL s.15

Directions:

s.15

s.15

Disclaimer

The information contained in this communication from the sender is confidential. It is intended solely for use by the recipient and others authorized to receive it. If you are not the recipient, you are hereby notified that any disclosure, copying, distribution or taking action in relation of the contents of this information is strictly prohibited and may be unlawful.

This email has been scanned for viruses and malware, and may have been automatically archived by **Mimecast Ltd**, an innovator in Software as a Service (SaaS) for business. Providing a **safer** and **more useful** place for your human generated data. Specializing in; Security, archiving and compliance. To find out more [Click Here](#).

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 11, 2019 4:22 PM
To: s.15; s.22
Cc:
Subject: FW: Your Reservation Confirmation at s.15

s.15

From: s.15
Sent: March 11, 2019 3:58 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Your Reservation Confirmation at s.15

s.15

s.15

Dear Elizabeth,

Thanks for choosing the s.15 for
your upcoming visit to Kamloops, BC.

It's our pleasure to confirm your reservation details. We look forward to
making your stay a refreshing one.

s.15

Guest Name	Elizabeth Parkinson
Confirmation #	s.22
Arrival Date	Wednesday, March 20, 2019
Departure Date	Thursday, March 21, 2019
Check-in Time	3:00 pm
Check-out Time	11:00 am
Number of Guests	1
Number of Children	0
# of Room Nights	1
Room Type	s.22
Daily Room Rate	\$122.00
Total Cost	\$122.00 taxes not included
Cancellation Policy	<i>Must cancel 24 hours prior to 4:00 p.m. the day of arrival to avoid penalty. Penalty is equal to one (1) nights room plus tax at the confirmed rate.</i>

This property offers complimentary parking for all our guests. Parking based on availability.

If you need to modify or cancel a reservation, please click below or call s.15 Do not reply to this email.

[Modify or cancel your reservation](#)

s.15

s.15

Add to:



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You are receiving this email because you are staying at s.15
ensure future delivery please add s.15

and/or provided your address. To
to your contacts or safe list.

[unsubscribe from this list](#)

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ensure future delivery please add s.15

and/or provided your address. To
to your contacts or safe list.

[unsubscribe from this list](#)

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 11, 2019 4:27 PM
To: s.15; s.22
Cc:
Subject: HELIJET: Vic-Van, March 19

From: Passenger Services <PassengerServices@helijet.com>
Sent: March 11, 2019 3:23 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Thank you for choosing to take off with Helijet!



Please review your reservation below.

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

We look forward to welcoming you aboard your flight soon!

Customer Information

Account

Customer #	s.22
Name	s.15
Company	Office Of The Premier

Bookings s.22

Tuesday, March 19, 2019

714

11:00 Victoria Harbour (Downtown)

11:35 Vancouver Harbour (Downtown)

35 minutes

Invoice s.22	
FARE-YWH-FULL_Winter2019	\$333.33
+ GST	\$16.67
Billing	\$333.33
Taxes	\$16.67

Confirmed**1 Passengers - Full-Fare**

s.15 Male

Add to Calendar**Grand Total****\$350.00**

Helijet fares are fully Changeable / Refundable up to 5pm the day prior to departure.

After 5pm all next-day travel is non-refundable and only changeable for same-day travel. Any cancellations will result in a non-refundable cancellation fee equal to the value of the one-way travel.

Failure to change 1 hour prior or check-in 20 minutes prior to departure will also result in the cancellation of any onward and/or return reservations
(additional cancellation fees may apply)

THIS ITINERARY IS YOUR OFFICIAL TRAVEL DOCUMENT, PLEASE READ FULLY

Carriage is subject to applicable tariffs, conditions of carriage and related regulations which are available at the Helijet International administration offices. Carriage here under is subject to the rules and limitations relating to the liability established by the Warsaw Convention.

GST#:

R102320165

Passenger Travel Information:

For detailed Travel Information visit helijet.com or call Helijet Reservations 1.800.665.4354

Payment:

Credit Card is required at time of booking to hold reservations, and will be charged in-full at time of check-in, or if change/cancellation or no-show fee applies.

Passenger Check-in:

Passengers are required to check-in at least 20 minutes prior to scheduled flight departure time. When flight boarding commences, seats will be forfeited & any onward/return flights may be cancelled.

Changes/Cancellations & No Show Penalty:

Unless otherwise stated, all fares may be cancelled, changed and refunded up to 5pm the day prior to departure. All same-day bookings are non-refundable.

After 5pm, all next-day travel is non-refundable and only changeable for same-day travel; a fare upgrade may be required. On the day of travel, changes must be made at least 1 hour prior to departure or the cancellation fee, equal to the value of the one-way travel, will apply. Failure to check in prior to departure will also result in any onward and/or return reservations being cancelled, with any applicable cancellation fees applied.

Terminals:

Helijet scheduled flights operate from four terminals, please ensure you are aware of your flight departure/arrival locations;

Vancouver Harbour Heliport: 455 West Waterfront Road, Vancouver BC (*note: pedestrian access via Waterfront Station requires Compass Card or Fare Payment)

Vancouver International Airport: 5911 Airport Road South, Richmond BC

Victoria Harbour Heliport: 79 Dallas Road, Victoria BC
Nanaimo Harbor Heliport at Nanaimo Cruise Ship Welcome Centre: 100 Port Drive, Nanaimo BC

Parking:

Free Parking (7 days maximum) is included with tickets purchased on Helijet Scheduled Flights. Space may be limited, please observe signage in designated parking areas. Note: some locations are secured after-hours, ask at check-in for information.

Aircraft Type:

Scheduled flights are operated by 12 passenger Sikorsky S-76 helicopters

Travel Documentation:

Government issued Photo ID must be presented at check-in of all flights for all passengers appearing 18 years or over.

Children and Youth travelling unaccompanied must present Government issued ID; birth certificate, passport, driver's license or provincial ID card.

Proof of age must be presented for children who appear to be over 12 years of age and is recommended for youth (13-17 years) travelling with an adult.

Baggage Allowance:

Baggage is limited to 2 pieces per person (including hand baggage) weighing no more than 50lbs total.

Excess baggage will be accepted on a space available basis. No carry-on cabin baggage is allowed.

Please visit <http://www.catsa-acsta.gc.ca/> for information on how to "Pack Smart" and avoid delays

Baggage Liability:

The liability for the loss of and/or the damage to any personal property, including baggage or goods is limited to an amount equal to the value of such baggage or goods, which shall not exceed \$250.00 (CAD) per passenger, unless greater value declared.

Transportation upon arrival:

Helijet is pleased to offer courtesy shuttle van drop off service within the downtown core in Victoria, Vancouver Harbour, and Nanaimo, ask the driver for drop off locations. Taxis & rental cars may also be available, please ask an agent.

Accessibility:

To ensure your travel is possible, passengers with limited mobility and/or special needs must advise Helijet Reservations at 1.800.665.4354

Pets on Helijet:

If you have a Special Assistance Animal please advise Helijet Reservations. Other small pets and animals are not accepted for carriage, please visit our website for restrictions.

Weather Conditions:

If due to weather conditions the flight is unable to operate Helijet will make every attempt to contact passengers as early as possible via phone numbers and/or email addresses provided.

Reservations:

Reservations are required for all flights and may be booked online at www.helijet.com or by calling 1.800.665.4354 (within North America).

Login to your account at helijet.com

Thank you again for choosing to fly with Helijet.

passengerservices@helijet.com

Shortt, Amanda PREM:EX

Subject: HELIJET: Victoria to Vancouver (8:40 AM)
Location: Flight # 708

Start: Fri 2019-04-05 8:40 AM
End: Fri 2019-04-05 9:15 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX

Required Attendees McConnell, Sheena PREM:EX; Brown, Evan PREM:EX

Friday, April 5, 2019

HELIJET Flight # 7085

Depart Victoria Harbour at 8:40 AM
Arrive Vancouver Harbour at 9:15 AM

CONFIRMATIONS: Premier #s.22
Sheena
Evan
s.15

Helijet Tel # 1-800-665-4354

Elizabeth-11-03-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 11, 2019 5:05 PM
To: s.15; s.22
Subject: Helijet: April 5 Vic-Van

From: Passenger Services <PassengerServices@helijet.com>
Sent: March 11, 2019 3:26 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Thank you for choosing to take off with Helijet!



Please review your reservation below.

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

We look forward to welcoming you aboard your flight soon!

Customer Information

Account

Customer #	s.22
Name	s.15
Company	Office Of The Premier

Booking s.22

Friday, April 5, 2019

708

08:40 Victoria Harbour (Downtown)

09:15 Vancouver Harbour (Downtown)

35 minutes

Invoice s.22

FARE-YWH-FULL_Winter2019	\$333.33
+ GST	\$16.67

Billing	\$333.33
Taxes	\$16.67

Confirmed

Grand Total

\$350.00

1 Passengers - Full-Fare

s.15

Male

Add to Calendar

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GST#:

R102320165

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Login to your account at helijet.com

Thank you again for choosing to fly with Helijet.

passengerservices@helijet.com

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 8:48 AM
To: Brown, Evan PREM:EX
Subject: Re: Your reservation confirmation for s.15

Of course

Sent from my iPhone

On Mar 12, 2019, at 7:13 AM, Brown, Evan PREM:EX <Evan.Brown@gov.bc.ca> wrote:

Have we cancelled these reservations yet?

Evan Brown, Executive Assistant to the Premier
Office of the Premier | Government of BC |
[501 Belleville St, Victoria BC, V8V 2L8](mailto:Evan.Brown@gov.bc.ca) | 250.387.1715

On Mar 11, 2019, at 7:12 PM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Email contact

Sent from my iPhone

Begin forwarded message:

From: "Parkinson, Elizabeth PREM:EX"
<Elizabeth.Parkinson@gov.bc.ca>
Date: March 8, 2019 at 2:07:13 PM PST
To: "McLaren, Chris PREM:EX" <Chris.McLaren@gov.bc.ca>, "Nash,
Amber PREM:EX" <Amber.Nash@gov.bc.ca>
Subject: Fwd: Your reservation confirmation for s.15
s.15

s.15

Elizabeth
Sent from my iPhone

Begin forwarded message:

From: 's.15
s.15
Date: March 8, 2019 at 10:28:56 AM PST
To: Elizabeth.Parkinson@gov.bc.ca
Subject: Your reservation confirmation for s.15
s.15

Reservation confirmed

s.15

s.15

Table for 5 on Tuesday, March 12, 2019 at 12:00 pm

Name: Elizabeth Parkinson Premier Horgan

[See menu](#) | [Get directions](#)

s.15

What to know before you go

You are confirmed

Thank you for choosing s.15. Should your plans change, please let us know. We look forward to serving you.

Please note that minors (under 19) can only be seated in certain areas of the pub. Contact us directly if you have minors in your group so we can put you in the appropriate section.

Additional notes

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 8:58 AM
To: Daniels, Debbie CITZ:EX
Subject: RE: premiers envelopes

Thanks Debbie. Matt emailed me directly. His sample was fine.

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

From: Daniels, Debbie CITZ:EX
Sent: March 12, 2019 8:08 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: premiers envelopes

Good morning Elizabeth,

Please see note below re: new logo, can you please email me a sample

Thank you,

Debbie Daniels | Print Purchasing Administration | Queen's Printer Ministry of Citizens' Services 2nd Floor, 563 Superior Street, Victoria BC V8V 1T7 Phone 250.356-6960 | Fax 250.356.7380

Please note: New telephone system will no longer accept 5-digit dialing... Please dial all 10 digits. Thx!

New! Easier online ordering with our redesigned order form

Visit us online at: www.gov.bc.ca/SupplySolutions

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

From: Matt McKenzie <matt@marineprinters.com>
Sent: March 7, 2019 4:17 PM
To: Daniels, Debbie CITZ:EX <Debbie.Daniels@gov.bc.ca>
Subject: RE: premiers envelopes

Thanks!

Not sure if we have the new logo, can you email it to me pls.

Regards

Matt

Matt McKenzie | Marine Printers Inc.
1252 East Hastings Street | Vancouver | BC | V6A 1S6
T: 604.681.1301 | F: 604.681.0562
www.marineprinters.com

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

From: Daniels, Debbie CITZ:EX [mailto:Debbie.Daniels@gov.bc.ca]
Sent: March-07-19 4:12 PM
To: 'Matt McKenzie'
Subject: Fw: premiers envelopes

Matt,

here it is

thank you,
Debbie Daniels

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 8:59 AM
To: Brown, Evan PREM:EX
Subject: RE: Your reservation confirmation for s.15

Yes, of course.

From: Brown, Evan PREM:EX
Sent: March 12, 2019 7:13 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Your reservation confirmation for s.15

Have we cancelled these reservations yet?

Evan Brown, Executive Assistant to the Premier
Office of the Premier | Government of BC |
[501 Belleville St, Victoria BC, V8V 2L8](#) | 250.387.1715

On Mar 11, 2019, at 7:12 PM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Email contact

Sent from my iPhone

Begin forwarded message:

From: "Parkinson, Elizabeth PREM:EX" <Elizabeth.Parkinson@gov.bc.ca>
Date: March 8, 2019 at 2:07:13 PM PST
To: "McLaren, Chris PREM:EX" <Chris.McLaren@gov.bc.ca>, "Nash, Amber PREM:EX" <Amber.Nash@gov.bc.ca>
Subject: Fwd: Your reservation confirmation for s.15

s.15

Elizabeth
Sent from my iPhone

Begin forwarded message:

From: 's.15
Date: March 8, 2019 at 10:28:56 AM PST
To: Elizabeth.Parkinson@gov.bc.ca
Subject: Your reservation confirmation for s.15
s.15

Reservation confirmed

s.15

s.15

Table for 5 on Tuesday, March 12, 2019 at 12:00 pm

Name: Elizabeth Parkinson Premier Horgan

[See menu](#) | [Get directions](#)

s.15

What to know before you go

You are confirmed

Thank you for choosing s.15 . Should your plans change, please let us know. We look forward to serving you.

Please note that minors (under 19) can only be seated in certain areas of the pub. Contact us directly if you have minors in your group so we can put you in the appropriate section.

Additional notes

Please note that we only allow minors in certain areas of the pub. Please advise us if there are minors in your party so we can accommodate you accordingly.

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 9:13 AM
To: Wade, Debbie PREM:EX
Subject: RE: Amber Hockin, TV #E130564

Ok, they'll have to remove it from the claim.

From: Wade, Debbie PREM:EX
Sent: March 12, 2019 9:12 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Amber Hockin, TV #E130564

No I wasn't I did ask her a couple of times, but I would say lets not worry about it 😊
Thanks!

*Debbie Wade
Executive Coordinator to Geoff Meggs - Chief of Staff
and Amber Hockin - Deputy Chief of Staff
Office of the Premier
778-974-6075*

From: Parkinson, Elizabeth PREM:EX
Sent: Tuesday, March 12, 2019 9:11 AM
To: Wade, Debbie PREM:EX <Debbie.Wade@gov.bc.ca>
Subject: FW: Amber Hockin, TV #E130564

Hi Debbie,

Were you able to get this from Amber?

From: Poldrugovac, Saija FIN:EX
Sent: February 28, 2019 11:11 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Amber Hockin, TV #E130564

Can you send me the sky train receipt?

From: Parkinson, Elizabeth PREM:EX
Sent: February 8, 2019 10:53 AM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Amber Hockin, TV #E130564

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: February 8, 2019 9:09 AM

To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>

Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 9:14 AM
To: Poldrugovac, Saija FIN:EX
Subject: FW: Amber Hockin, TV #E130564

Hi Saija,

I haven't been able to get the receipt for the sky train from Amber. Can we just remove it from the claim?

From: Wade, Debbie PREM:EX
Sent: March 12, 2019 9:12 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Amber Hockin, TV #E130564

No I wasn't I did ask her a couple of times, but I would say lets not worry about it 😊
Thanks!

*Debbie Wade
Executive Coordinator to Geoff Meggs - Chief of Staff
and Amber Hockin - Deputy Chief of Staff
Office of the Premier
778-974-6075*

From: Parkinson, Elizabeth PREM:EX
Sent: Tuesday, March 12, 2019 9:11 AM
To: Wade, Debbie PREM:EX <Debbie.Wade@gov.bc.ca>
Subject: FW: Amber Hockin, TV #E130564

Hi Debbie,

Were you able to get this from Amber?

From: Poldrugovac, Saija FIN:EX
Sent: February 28, 2019 11:11 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Amber Hockin, TV #E130564

Can you send me the sky train receipt?

From: Parkinson, Elizabeth PREM:EX
Sent: February 8, 2019 10:53 AM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Amber Hockin, TV #E130564

From:s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: February 8, 2019 9:09 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 9:31 AM
To: Aaron, Sage PREM:EX
Subject: Travel claims

Hi Sage,

Can you please check the meal claims on the travel I'm sending through this morning?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

CONFIDENTIALITY NOTICE: The above message contains confidential information intended for a specified individual and purpose. The information is private and protected by law. Any copying or disclosure of this transmission by anyone other than the intended recipient is prohibited. If you are not the intended recipient, please notify the sender immediately and delete this message and any attachments from your system. Thank you.

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 9:36 AM
To: 'MySubscription - SunProvince'
Subject: RE: Copy of invoice

West Annex, Room 156
501 Belleville St.
Victoria BC
V8V 1X4
250-387-1715

Account number is below. Do you need anything else?

Elizabeth

From: MySubscription - SunProvince <shared.mysubscription@sunprovince.com>
Sent: March 12, 2019 9:35 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Copy of invoice

Thank you for your email. Unfortunately, your Home Delivery subscription could not be located using the information you have provided.

We will require the delivery address, phone number and postal code and/or account number to locate your subscription.

Please reply with this information and we can assist with your request.

Regards,

Michael de Guzman
SunProvince Subscriber Services Team
mysubscription@sunprovince.com



From: Parkinson, Elizabeth PREM:EX [<mailto:Elizabeth.Parkinson@gov.bc.ca>]
Sent: Tuesday, March 12, 2019 11:57 AM
To: MySubscription - SunProvince
Subject: RE: Copy of invoice

Account # ^{s.17} For the Office of the Premier of British Columbia at the Parliament Buildings.

Thanks,

Elizabeth

From: MySubscription - SunProvince <shared.mysubscription@sunprovince.com>
Sent: March 12, 2019 4:48 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Copy of invoice

Thank you for your email. Unfortunately, your Home Delivery subscription could not be located using the information you have provided.

We will require the delivery address, phone number and postal code and/or account number to locate your subscription.

Please reply with this information and we can assist with your request.

Regards,

Michael de Guzman
SunProvince Subscriber Services Team
mysubscription@sunprovince.com



From: Parkinson, Elizabeth PREM:EX [<mailto:Elizabeth.Parkinson@gov.bc.ca>]
Sent: Monday, March 11, 2019 1:38 PM
To: Subscribe
Subject: Copy of invoice

Good morning,

Can I please get a copy of the invoice for the charge on my credit card for \$105.00 on February 20th?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

CONFIDENTIALITY NOTICE: The above message contains confidential information intended for a specified individual and purpose. The information is private and protected by law. Any copying or disclosure of this transmission by anyone other than the intended recipient is prohibited. If you are not the intended recipient, please notify the sender immediately and delete this message and any attachments from your system. Thank you.

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 9:57 AM
To: Rainaldi, Mario CITZ:EX
Subject: RE: 4 Business Card Proofs Attached INVOICE #s.22

Thanks for letting me know Mario. Unfortunately, I don't know anyone at GCPE who can do this.

Elizabeth

From: Rainaldi, Mario CITZ:EX
Sent: March 12, 2019 9:56 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: 4 Business Card Proofs Attached INVOICE #s.22

Hi Elizabeth,

Unfortunately this is how certain suppliers work. They will not typeset or make changes to files and just print what you give them as there is an added cost to create multiple proofs. I have asked if they will typeset the card and quote a price to do so.

Queen's Printer also does not do any pre-press work since the plant closed in June 2015, and outsources it to a pre-qualified list for \$70-\$95 hour. Most of the time we can have the printer makes changes for a smaller fee.

Do you have anyone on staff or a Government Communications and Public Engagement contact who can make the changes? If not, I can go to the next vendor who submitted a price to the ITQ as I know they will typeset.

I had these to be delivered for March 15. That might change if we move to another supplier.

Sorry about the confusion,

Mario Rainaldi

Print Agent | Print Brokerage | Queen's Printer
Ph: 250 356-8674 | **e:** Mario.Rainaldi@gov.bc.ca **M:** PO Box 9452, Stn Prov Govt, Victoria BC V8W 9V7
www.gov.bc.ca/printingandsignage

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 9:16 AM
To: Rainaldi, Mario CITZ:EX <Mario.Rainaldi@gov.bc.ca>
Subject: FW: 4 Business Card Proofs Attached INVOICE #s.22

Hi Mario,

Can you please see the email below from Uvic?

Elizabeth

From: Prepress <prepress@uvic.ca>
Sent: March 12, 2019 9:08 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Fwd: 4 Business Card Proofs Attached INVOICE #s.22

Hi

We don't make edit changes to your supplied business card art.
You need to contact your design department and have them email me new PDF files.
They have the original editable art works.

We only add the union bug here.

Again, please have them send new pdf files for all 4 business cards to prepress@uvic.ca.
Make sure that you approve their changes before sending the new files to us.

Cheers
-Ralph

Ralph Lubin
Digital Prepress Technician | Printing Services
Division of Student Affairs | University of Victoria
PO Box 1700 STN CSC | Victoria BC V8W 2Y2
T: 250-721-8301 | E: prepress@uvic.ca | W: www.uvic.ca/print

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On Mar 12, 2019, at 8:55 AM, Rainaldi, Mario CITZ:EX <Mario.Rainaldi@gov.bc.ca> wrote:

Hi there,

Please see adjustment to cards in email below.

Thanks,

Mario Rainaldi

Print Agent | Print Brokerage | Queen's Printer
Ph: 250 356-8674 | **e:** Mario.Rainaldi@gov.bc.ca **M:** PO Box 9452, Stn Prov Govt, Victoria BC V8W 9V7
www.gov.bc.ca/printingandsignage

From: Parkinson, Elizabeth PREM:EX
Sent: March 11, 2019 2:44 PM
To: Rainaldi, Mario CITZ:EX <Mario.Rainaldi@gov.bc.ca>
Subject: RE: 4 Business Card Proofs Attached INVOICE #s.22

Hi Mario,

Can we make a couple of changes? The union bug is fine.

On Debbie Wade's card can COS be changed to Chief of Staff?

For all business cards under the Office of the Premier can we put Executive Branch (like Debbie's cards?)

For all the business cards can the mailing address read as below?

West Annex, 501 Belleville St
Victoria, BC. V8V 1X4

Thanks,

Elizabeth

Begin forwarded message:

From: "Rainaldi, Mario CITZ:EX" <Mario.Rainaldi@gov.bc.ca>
Subject: FW: 4 Business Card Proofs Attached INVOICE #s.22
Date: March 12, 2019 at 8:55:52 AM PDT
To: "prepress@uvic.ca" <prepress@uvic.ca>

Hi there,

Please see adjustment to cards in email below.

Thanks,

Mario Rainaldi

Print Agent | Print Brokerage | Queen's Printer

Ph: 250 356-8674 | **e:** Mario.Rainaldi@gov.bc.ca **M:** PO Box 9452, Stn Prov Govt, Victoria BC V8W 9V7

www.gov.bc.ca/printingandsignage

From: Parkinson, Elizabeth PREM:EX
Sent: March 11, 2019 2:44 PM
To: Rainaldi, Mario CITZ:EX <Mario.Rainaldi@gov.bc.ca>
Subject: RE: 4 Business Card Proofs Attached INVOICE #s.22

Hi Mario,

Can we make a couple of changes? The union bug is fine.

On Debbie Wade's card can COS be changed to Chief of Staff?

For all business cards under the Office of the Premier can we put Executive Branch (like Debbie's cards?)

For all the business cards can the mailing address read as below?

West Annex, 501 Belleville St
Victoria, BC. V8V 1X4

Thanks,

Elizabeth

From: Rainaldi, Mario CITZ:EX
Sent: March 7, 2019 3:27 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: FW: 4 Business Card Proofs Attached INVOICE #s.22

Hi Elizabeth,

Please take a look at the proofs and get back to me with the ok to print or changes.

Thanks,

Mario Rainaldi

Print Agent | Print Brokerage | Queen's Printer

Ph: 250 356-8674 | **e:** Mario.Rainaldi@gov.bc.ca **M:** PO Box 9452, Stn Prov Govt, Victoria BC V8W 9V7

www.gov.bc.ca/printingandsignage

From: Prepress <prepress@uvic.ca>
Sent: March 7, 2019 3:22 PM
To: Elizabeth.Parkinson@gov.bc.ca
Cc: Rainaldi, Mario CITZ:EX <Mario.Rainaldi@gov.bc.ca>
Subject: 4 Business Card Proofs Attached INVOICE #s.22

Please verify the 4 attached PDF proofs and reply to this email.

Thanks

-Ralph

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 10:03 AM
To: Nash, Amber PREM:EX
Subject: FW: Changes in Staff Announcement

Congratulations!! Good for you Amber!

From: Meggs, Geoff PREM:EX
Sent: March 12, 2019 10:01 AM
To: LP PO Executive Office <LPPOEO@Victoria1.gov.bc.ca>; LP PREM Directors <PREMDIR@Victoria1.gov.bc.ca>; LP Premiers Vancouver Office <LPPVO@Victoria1.gov.bc.ca>; LP Senior Ministerial Assistants <SRMINAST@Victoria1.gov.bc.ca>; LP Ministerial Assistants <LPMAs@Victoria1.gov.bc.ca>; LP Executive Assistants <LPEAS@Victoria1.gov.bc.ca>; LP Administrative Coordinators <LPACS@Victoria1.gov.bc.ca>; LP PO Cabinet Operations <LPPOCO@Victoria1.gov.bc.ca>
Cc: Moran, Roseanne LASS:EX <Roseanne.Moran@leg.bc.ca>; Vasilev, Susan LASS:EX <Susan.Vasilev@leg.bc.ca>; Canitz, Shelley L PREM:EX <Shelley.Canitz@gov.bc.ca>; Hannah, Matt GCPE:EX <Matt.Hannah@gov.bc.ca>; Farmer, Susan PREM:EX <Susan.Farmer@gov.bc.ca>
Subject: Changes in Staff Announcement

Good morning:

We would like to announce some changes to staff in the Premier's office that will occur over the next few weeks. First, it's with mixed feelings that we announce that Kate Van Meer-Mass is leaving the Premier's Office to take a new position with the Crown Agencies and Board Resourcing Office (CABRO). Kate has been a key member of our team since the first day in office and we'll certainly miss her, but she is ideally suited to her new role and we wish her all the best.

Mira Oreck, another member of our original team, is also changing direction. Mira will continue as Director of Stakeholder Relations in a part-time capacity until April 2019, s.22

s.22 . Mira and her team have made an enormous contribution to our government and we are determined to build on that legacy. We wish Kate and Mira all the best in their future endeavours.

To strengthen our communications team, George Smith will be joining us as a Deputy Communications Director, reporting to Sage Aaron, effective March 25, 2019.

Amber Nash will be moving to a newly created position of Manager of Executive Operations effective April 1, 2019. Please also join in congratulating Amber Nash and George Smith to their new roles.

GEOFF MEGGS

Chief of Staff, Office of the Premier
West Annex, Parliament Buildings,
501 Belleville St, Victoria, BC V8V 2L8
250-387-1715

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 10:38 AM
To: McLaren, Chris PREM:EX
Subject: RE: 2019 UBCM Convention - Hotel Room Blocks Open for Reservations, 2019

Thanks. No, I booked us last year.

From: McLaren, Chris PREM:EX
Sent: March 12, 2019 10:37 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: FW: 2019 UBCM Convention - Hotel Room Blocks Open for Reservations, 2019

Hi Elizabeth,
In case you need this info...
Cheers,
Chris

From: White, Christine MAH:EX
Sent: March 12, 2019 10:01 AM
To: LP Administrative Coordinators <LPACS@Victoria1.gov.bc.ca>; LP Support Staff <LPSUPPORT@Victoria1.gov.bc.ca>
Subject: 2019 UBCM Convention - Hotel Room Blocks Open for Reservations, 2019

Hello,

The Ministry of Municipal Affairs and Housing (MAH) has negotiated two hotel room blocks for Ministers, Ministers' Office staff and provincial government staff supporting provincial participation at the 2019 UBCM Convention, taking place Monday, September 23 to Friday, September 27, 2019. **These hotel room blocks are now open for reservations.**

Please find attached the hotel information and booking instructions for the following hotels:

- s.15
-

The blocks will be open to **Ministers and Ministers' Office staff exclusively** until **March 31st**. After that date, the block will be open to other provincial government staff supporting provincial participation at Convention.

If you have any questions or concerns, please contact:

Nicole Gibbings
MAH UBCM Accommodations Coordinator
MAH.OCRU@gov.bc.ca or 778-698-3203

Thanks,

Christine White
Administrative Coordinator to the
Honourable Selina Robinson
Minister of Municipal Affairs and Housing
Room 310, Parliament Buildings

Cell: 250.812.8894 | **Office: 778.974.6045 ***Please note new office phone number**



Please consider the environment before printing this email.

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 11:34 AM
To: Brown, Evan PREM:EX
Subject: Fwd: Lunch reservation for the Premier

Hi Evan,

This was the email I sent the owner s.15 on Friday. He responded and confirmed receipt. Was there some confusion?

Elizabeth

Sent from my iPhone

Begin forwarded message:

From: "Parkinson, Elizabeth PREM:EX" <Elizabeth.Parkinson@gov.bc.ca>
Date: March 8, 2019 at 3:56:40 PM PST
To: s.15
Subject: Re: Lunch reservation for the Premier

Hi s.15

Thank you for all your help setting up the reservation March 12 for the Premier, but I will have to cancel. Unfortunately, his plans have changed for the day.

Thank you again for your assistance. I'm sure the Premier will want to join you for lunch another time.

Best regards,

Elizabeth

Sent from my iPhone

On Mar 7, 2019, at 7:37 PM, s.15

• wrote:

Hi Elizabeth,

Thank you for passing along these further details. I will be sure to pass along the
s.22 Feel free to call me anytime tomorrow that suits
you for the purchasing details.

Thanks again for thinking of us and if there is anything else I can help with please don't
hesitate to reach out and I will be more than happy to help.

Kind regards,

s.15

Sent from my iPhone

On Mar 7, 2019, at 7:15 PM, Parkinson, Elizabeth PREM:EX
<Elizabeth.Parkinson@gov.bc.ca> wrote:

Thank you for your speedy response s.15

s.15

s.15

They will

pay for their own meals.

We expect there will be 5 people at his table. For billing I will have to get back to you tomorrow. I can call you tomorrow with my purchasing card which is what I imagine will be how we pay for the luncheon.

A quiet space would be appreciated. s.22

s.22,

Thank you again for your email and for being so accommodating. I have to say your menu looks fabulous!

I will be out of the office now until Monday but will respond to emails and if you need to speak with me my cell is s.22

Best,

Elizabeth

Sent from my iPhone

On Mar 7, 2019, at 6:01 PM, s.15

s.15

s.15 > wrote:

Hi Elizabeth,

Thank you for your email and for considering s.15
reservations, its much appreciated.

for lunch

I can set up a quiet spot for your 2 tables. Do you know how many guests the Premier plans to have attend? Did the s.15 ? We have a couple nice spots that this can work so I'm sure it will work out nicely for their lunch.

For the billing would both tables be combined on one bill or will each guest prefer to be billed separately?

Thanks again for booking with us and I look forward to hearing back and for the opportunity of hosting your guests for lunch next Tuesday.

Kind Regards,

s.15

On Mar 7, 2019, at 5:04 PM, Parkinson, Elizabeth PREM:EX
<Elizabeth.Parkinson@gov.bc.ca<<mailto:Elizabeth.Parkinson@gov.bc.ca>>> wrote:

Hi,

I'm looking for a quiet lunch location for Premier Horgan for Tuesday, March 12 at noon. The party would need 2 tables, s.15 and a second table for the Premier and his guests. Do you have a quiet space they could have lunch

Much thanks,

Elizabeth

Sent from my iPhone

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 11:35 AM
To: Cleaver, Sheila C FIN:EX
Subject: RE: FY19 o/s PCard reconciliations

Thanks Sheila. It's done. Just waiting on approval to send it in.

Elizabeth

From: Cleaver, Sheila C FIN:EX
Sent: March 12, 2019 11:32 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: FY19 o/s PCard reconciliations

Hi Elizabeth,

Just sending a reminder out to everyone with a list of ALL of your outstanding PCard reconciliations that are outstanding for FY19.

\$18,901.52	Mar 3/19
-------------	----------

These are all due in to your Accounts office by **Thursday, March 21/19 by the end of the day.**

Please disregard this Email if you have already sent in.

Thank You.

Sheila Cleaver

Corporate CardCoordinator-Purchase Card/Travel Card/BTA
Min of Finance, Minister's Offices and the Office of the Premier
3rd Fl. 617 Government St. Victoria, BC V8W 9V1
Phone# (778) 698-8586

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 12:00 PM
To: Poldrugovac, Saija FIN:EX
Subject: RE: Premier, Feb. 28

Oops, not good!

From: Poldrugovac, Saija FIN:EX
Sent: March 12, 2019 11:18 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Premier, Feb. 28

No worries. Luckily I asked ☺ or you would have gotten a cheque.

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 11:14 AM
To: Poldrugovac, Saija FIN:EX
Subject: RE: Premier, Feb. 28

Yes, Evan has been approved for dinner expenses on longer nights. Sorry about that confusion. I'll be sending the reconciliation through as soon as it is approved and some more travel.

From: Poldrugovac, Saija FIN:EX
Sent: March 12, 2019 11:11 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Premier, Feb. 28

Ok. Probably best not to send these separate as it looks like you need payment when sent like that.

The one for Evan's dinner was to be paid to him though right?
~S

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 11:07 AM
To: Poldrugovac, Saija FIN:EX
Subject: RE: Premier, Feb. 28

Hi Saija,

No, this was an order of things for the Premier here in the office. You'll see it on my Pcard in this reconciliation I hope to send to you today.

Elizabeth

From: Poldrugovac, Saija FIN:EX
Sent: March 12, 2019 10:51 AM

To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>

Subject: RE: Premier, Feb. 28

Hey,
What event was this for?

Also just confirming you are being paid and not the Premier...

~S

From: Parkinson, Elizabeth PREM:EX

Sent: March 5, 2019 3:51 PM

To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX

Subject: BEA: Premier, Feb. 28

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>

Sent: March 5, 2019 3:40 PM

To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>

Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 12:03 PM
To: Poldrugovac, Saija FIN:EX
Subject: RE: Amber Nash TV#E130707

Sorry, I must have missed some change somewhere.

From: Poldrugovac, Saija FIN:EX
Sent: March 12, 2019 11:27 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Amber Nash TV#E130707

A slight change to this one... The ferry was \$95.70 so claim has been changed to \$384.66.
~S

From: Parkinson, Elizabeth PREM:EX
Sent: March 5, 2019 3:48 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Amber Nash TV#E130707

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 5, 2019 3:39 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 1:38 PM
To: Loubert, Danny PREM:EX
Subject: RE: Don's Travel

You're welcome!

From: Loubert, Danny PREM:EX
Sent: March 12, 2019 12:46 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Don's Travel

Thanks for sending me the info 😊 ^_^

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-398-5780 | **E:** Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 1:38 PM
To: 'Prepress'
Subject: RE: 4 Business Card Proofs Attached INVOICE s.22

Thanks very much!

From: Prepress <prepress@uvic.ca>
Sent: March 12, 2019 1:00 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Rainaldi, Mario CITZ:EX <Mario.Rainaldi@gov.bc.ca>
Subject: Re: 4 Business Card Proofs Attached INVOICE s.22

Thanks

Cards are printed and in our shipping department.

Cheers
-Ralph

On Mar 12, 2019, at 11:55 AM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Thank you! This looks great.

Elizabeth

Ralph Lubin
Digital Prepress Technician | Printing Services
Division of Student Affairs | University of Victoria
PO Box 1700 STN CSC | Victoria BC V8W 2Y2
T: 250-721-8301 | E: prepress@uvic.ca | W: www.uvic.ca/print

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 1:41 PM
To: Dewar, Bob PREM:EX
Subject: RE: Health

Will do Bob.

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

From: Dewar, Bob PREM:EX
Sent: March 12, 2019 1:40 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Health

Hi Elizabeth,

I was just speaking with Minister Dix about setting up a 1 hour meeting between him and I the week of March 25th. Could you contact his office and set it up.

One other item, can u book my flight back for Sunday March 24th. I would like to take the 10:15 AC flight Winnipeg to Vancouver.

Thanks,
Bob

Sent from my iPhone

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 1:45 PM
To: 'Tamra Bartilucci'
Subject: Flights for Bob Dewar

Hi Tamra,

Can you please book Bob a flight back to Victoria on March 24th on the 10:15 am Air Canada flight from Winnipeg?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 3:14 PM
To: Nash, Amber PREM:EX
Subject: s.22

s.22



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 3:21 PM
To: Poldrugovac, Saija FIN:EX
Subject: March 3 statement BMO
Attachments: Scan_20190312.pdf

Hi Saija,

Just waiting on Vanessa to put her approval in writing along with Kate. Will forward asap.

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 12, 2019 3:19 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 3:32 PM
To: Dewar, Bob PREM:EX
Subject: RE: Health

Hi bob,

Your flights are in your calendar for the 24th. I have sent an email to Minister Dix's MA. Will let you know when I have a time.

Elizabeth

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

From: Dewar, Bob PREM:EX
Sent: March 12, 2019 1:40 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Health

Hi Elizabeth,

I was just speaking with Minister Dix about setting up a 1 hour meeting between him and I the week of March 25th. Could you contact his office and set it up.

One other item, can u book my flight back for Sunday March 24th. I would like to take the 10:15 AC flight Winnipeg to Vancouver.

Thanks,
Bob

Sent from my iPhone

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 5:12 PM
To: Geary, Vanessa PREM:EX
Subject: FW: Bob Dewar - MOD 4 attached

Good news Vanessa. We have \$45,000 extra in Bob's contract. The money not used last year was rolled over into this years contract. The confirmation is below from Lori Banister who checked with Accounts this afternoon.

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 5:10 PM
To: Banister, Lori FIN:EX
Subject: RE: Bob Dewar - MOD 4 attached

Yes. Thank you Lori. Vanessa and I assumed that when it wasn't used it was rolled back into the Ministry. We'll just have to add the total leftover this year to the new contract after fiscal year end.

From: Banister, Lori FIN:EX
Sent: March 12, 2019 5:08 PM
To: Parkinson, Elizabeth PREM:EX
Subject: RE: Bob Dewar - MOD 4 attached

Yes, was that ok? L

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 5:07 PM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Thank you for this Lori. So the \$45,000 from last years contract that was not used has been rolled into this years contract?

From: Banister, Lori FIN:EX
Sent: March 12, 2019 5:05 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Hi Elizabeth,

Our maximum contract value under this contract is \$195,000.00, with \$45,000.00 being from the previous (the 'initial') contract.

I've attached an Oracle Purchase Order Report which indicates:

Total Amount Invoiced: \$140,480.82. \$54,519.18 of the \$195,000 contract maximum remains.

PO Amount: \$176,420.61 – this is the PO amount made ‘available’ by your office. \$35,939.70 of this PO amount remains.

I hope this addresses your question – just let me know if anything more is needed. Lori

Lori Banister | Procurement Specialist | Corporate Services Division | Ministry of Finance
Ph: 778-698-3049 | e: Lori.Banister@gov.bc.ca | m: 3rd Floor – 617 Government St., Victoria BC V8W 9V1

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 9:56 AM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Thanks for letting me know Lori. s.22

Elizabeth

From: Banister, Lori FIN:EX
Sent: March 12, 2019 9:53 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Hi, Accounts has asked that I speak with Director of Accounting & Reporting, Karen Shew. I'll be meeting with her at 2pm today.

s.22

Lori

Lori Banister | Procurement Specialist | Corporate Services Division | Ministry of Finance
Ph: 778-698-3049 | e: Lori.Banister@gov.bc.ca | m: 3rd Floor – 617 Government St., Victoria BC V8W 9V1

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 9:03 AM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Hi Lori,

Any update from Accounts re: my question? Vanessa does not want to sign until this is confirmed one way or the other.

Thanks,

Elizabeth

From: Banister, Lori FIN:EX
Sent: March 6, 2019 3:48 PM

To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>

Subject: RE: Bob Dewar - MOD 4 attached

Hi Elizabeth, I've asked your question of the Accounts people, but haven't heard from them as yet.... Will let you know just as soon as I do.

Lori

Lori Banister | Procurement Specialist | Corporate Services Division | Ministry of Finance

Ph: 778-698-3049 | e: Lori.Banister@gov.bc.ca | m: 3rd Floor – 617 Government St., Victoria BC V8W 9V1

From: Parkinson, Elizabeth PREM:EX

Sent: March 6, 2019 12:27 PM

To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>

Subject: RE: Bob Dewar - MOD 4 attached

Hi Lori,

I wanted to check one thing with regard to the Service contract. In Part 5 of Contract Amendments you show a balance of \$195,000, with \$45,000 from the previous contract. I know there was money left over at the end of last fiscal, does this mean there is an additional \$45,000 in Fees?

Thanks,

Elizabeth

From: Banister, Lori FIN:EX

Sent: March 5, 2019 5:23 PM

To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>

Subject: RE: Bob Dewar - MOD 4 attached

Yes, I think that would be Vanessa, as Judy Cavanagh signed the earlier CHECKLIST. L

And, thanks for sending the fully signed copy of Bob Dewar's MOD 4 – I've scanned the entire contract (mod plus exhibits) and attach it above. I believe it is this complete copy which should be 'submitted' to the system.

Lori

From: Parkinson, Elizabeth PREM:EX

Sent: March 5, 2019 4:02 PM

To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>

Subject: RE: Bob Dewar - MOD 4 attached

Hi Lori,

Do you need Vanessa to sign the bottom of page 2 of the Service contract checklist?

Elizabeth

From: Banister, Lori FIN:EX
Sent: February 28, 2019 3:36 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: Bob Dewar - MOD 4 attached

Hi Elizabeth,

Attached is **MOD 4 to Bob Dewar's contract**, in which we're increase fees by \$5,000, and decreasing expenses by \$5,000:

- clean copy for signature, and
- redlined copy with quick comment in the margin.

For reference, I've also attached:

- PDF of all the **exhibits** to this MOD 4 (the initial agreement, MOD 1, MOD 2, MOD 3, and MOD 4).

You can return the signed MOD 4 to me or scan it together with the Exhibits, if you like.

Just let me know of any changes... I'm out of the office tomorrow, but right back on Monday, March 4/19.

Best, Lori

Lori Banister | Procurement Specialist | Corporate Services Division | Ministry of Finance
Ph: 778-698-3049 | *e:* Lori.Banister@gov.bc.ca | *m:* 3rd Floor – 617 Government St., Victoria BC V8W 9V1

From: Parkinson, Elizabeth PREM:EX
Sent: February 26, 2019 4:48 PM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Question: Bob Dewar

Thank you Lori.

Elizabeth

From: Banister, Lori FIN:EX
Sent: February 26, 2019 4:33 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: RE: Question: Bob Dewar

Thanks, Elizabeth. I'll get started on it tomorrow for you. Lori

From: Parkinson, Elizabeth PREM:EX
Sent: February 26, 2019 4:13 PM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: RE: Question: Bob Dewar

Hi Lori,

Vanessa and I met this afternoon and decided that moving \$5,000 to the Fees STOB (6101) from the Expenses STOB (6102) for Bob should be sufficient. Are you able to arrange this amendment?

Thanks,

Elizabeth

From: Banister, Lori FIN:EX
Sent: February 26, 2019 11:10 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Question: Bob Dewar

Ok, I'll most likely have phone calls this afternoon but will watch for her note. Lori

From: Parkinson, Elizabeth PREM:EX
Sent: February 26, 2019 11:05 AM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Question: Bob Dewar

Thank you Lori. I will chat with Vanessa this afternoon and likely she will contact you with the amount.

Elizabeth

From: Banister, Lori FIN:EX
Sent: February 26, 2019 11:03 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Question: Bob Dewar

Hi Elizabeth, we can amend his contract to reallocate some of the funds from Expenses to Fees. Lori

Lori Banister | Procurement Specialist | Corporate Services Division | Ministry of Finance
Ph: 778-698-3049 | *e:* Lori.Banister@gov.bc.ca | *m:* 3rd Floor – 617 Government St., Victoria BC V8W 9V1

From: Parkinson, Elizabeth PREM:EX
Sent: February 26, 2019 10:59 AM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: Question: Bob Dewar

Hi Lori,

Vanessa and I have been looking at the balances of Bob Dewar's contract and we think he may require more than is currently in the Fees STOB, but that he won't need the total that is currently in the Expenses STOB. Is it possible to move some of the funds from Expenses to Fees? Or is there another alternative?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 5:15 PM
To: Banister, Lori FIN:EX
Subject: RE: Bob Dewar - MOD 4 attached

Yes, I believe Vanessa would like to do that. I will check with her tomorrow if that's ok and get back to you?

Elizabeth

From: Banister, Lori FIN:EX
Sent: March 12, 2019 5:14 PM
To: Parkinson, Elizabeth PREM:EX
Subject: RE: Bob Dewar - MOD 4 attached

Should we get started on a new contract soon... the current contract expires March 31 2019?

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 5:10 PM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Yes. Thank you Lori. Vanessa and I assumed that when it wasn't used it was rolled back into the Ministry. We'll just have to add the total leftover this year to the new contract after fiscal year end.

From: Banister, Lori FIN:EX
Sent: March 12, 2019 5:08 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Yes, was that ok? L

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To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

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I hope this addresses your question – just let me know if anything more is needed. Lori

Lori Banister | Procurement Specialist | Corporate Services Division | Ministry of Finance
Ph: 778-698-3049 | e: Lori.Banister@gov.bc.ca | m: 3rd Floor – 617 Government St., Victoria BC V8W 9V1

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 9:56 AM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Thanks for letting me know Lori. s.22

Elizabeth

From: Banister, Lori FIN:EX
Sent: March 12, 2019 9:53 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Hi, Accounts has asked that I speak with Director of Accounting & Reporting, Karen Shew. I'll be meeting with her at 2pm today.

s.22

Lori

Lori Banister | Procurement Specialist | Corporate Services Division | Ministry of Finance
Ph: 778-698-3049 | e: Lori.Banister@gov.bc.ca | m: 3rd Floor – 617 Government St., Victoria BC V8W 9V1

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 9:03 AM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Hi Lori,

Any update from Accounts re: my question? Vanessa does not want to sign until this is confirmed one way or the other.

Thanks,

Elizabeth

From: Banister, Lori FIN:EX
Sent: March 6, 2019 3:48 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Hi Elizabeth, I've asked your question of the Accounts people, but haven't heard from them as yet.... Will let you know just as soon as I do.

Lori

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Ph: 778-698-3049 | *e:* Lori.Banister@gov.bc.ca | *m:* 3rd Floor – 617 Government St., Victoria BC V8W 9V1

From: Parkinson, Elizabeth PREM:EX
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Subject: RE: Bob Dewar - MOD 4 attached

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Elizabeth

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From: Parkinson, Elizabeth PREM:EX
Sent: March 5, 2019 4:02 PM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
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Subject: Bob Dewar - MOD 4 attached

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Just let me know of any changes... I'm out of the office tomorrow, but right back on Monday, March 4/19.

Best, Lori

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Ph: 778-698-3049 | *e:* Lori.Banister@gov.bc.ca | *m:* 3rd Floor – 617 Government St., Victoria BC V8W 9V1

From: Parkinson, Elizabeth PREM:EX
Sent: February 26, 2019 4:48 PM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Question: Bob Dewar

Thank you Lori.

Elizabeth

From: Banister, Lori FIN:EX
Sent: February 26, 2019 4:33 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: RE: Question: Bob Dewar

Thanks, Elizabeth. I'll get started on it tomorrow for you. Lori

From: Parkinson, Elizabeth PREM:EX
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To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: RE: Question: Bob Dewar

Hi Lori,

Vanessa and I met this afternoon and decided that moving \$5,000 to the Fees STOB (6101) from the Expenses STOB (6102) for Bob should be sufficient. Are you able to arrange this amendment?

Thanks,

Elizabeth

From: Banister, Lori FIN:EX
Sent: February 26, 2019 11:10 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Question: Bob Dewar

Ok, I'll most likely have phone calls this afternoon but will watch for her note. Lori

From: Parkinson, Elizabeth PREM:EX
Sent: February 26, 2019 11:05 AM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Question: Bob Dewar

Thank you Lori. I will chat with Vanessa this afternoon and likely she will contact you with the amount.

Elizabeth

From: Banister, Lori FIN:EX
Sent: February 26, 2019 11:03 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Question: Bob Dewar

Hi Elizabeth, we can amend his contract to reallocate some of the funds from Expenses to Fees. Lori

Lori Banister | Procurement Specialist | Corporate Services Division | Ministry of Finance
Ph: 778-698-3049 | *e:* Lori.Banister@gov.bc.ca | *m:* 3rd Floor – 617 Government St., Victoria BC V8W 9V1

From: Parkinson, Elizabeth PREM:EX
Sent: February 26, 2019 10:59 AM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: Question: Bob Dewar

Hi Lori,

Vanessa and I have been looking at the balances of Bob Dewar's contract and we think he may require more than is currently in the Fees STOB, but that he won't need the total that is currently in the Expenses STOB. Is it possible to move some of the funds from Expenses to Fees? Or is there another alternative?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 8:55 AM
To: Geary, Vanessa PREM:EX
Subject: RE: BEA

Danny said that there would be a second session in the next little while and that I could attend later. Don attended yesterday. s.22

From: Geary, Vanessa PREM:EX
Sent: March 13, 2019 8:49 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: BEA

Ta –s.22

From: Parkinson, Elizabeth PREM:EX
Sent: Wednesday, March 13, 2019 8:49 AM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: RE: BEA

Hi Vanessa,

This is for late dinner during session.

From: Geary, Vanessa PREM:EX
Sent: March 13, 2019 8:48 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: BEA

Hi – I got a work order approval request for a business expense for about \$15 for Evan Brown – what is this for? Thanks
V

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 9:13 AM
To: Geary, Vanessa PREM:EX
Subject: Bob Dewar consulting

Hi Vanessa,

In light of the \$35,000 additional in fees and \$10,000 additional in expenses that is leftover from the previous year's contract do we want to scrap the modification #4 with the move of \$5,000? Also, Lori Banister has asked if we would like her to get started on a new contract as the current one expires March 31st?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 9:53 AM
To: s.22
Subject: Events

Hi Simon,

The housing event is cancelled. I've asked for more details on the Fisherman's Wharf event. Will send it to you when I get it.

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 10:01 AM
To: Badger, Joleen GCPE:EX
Subject: RE: Fisherman's wharf event detail

Thanks Joleen.

From: Badger, Joleen GCPE:EX
Sent: March 13, 2019 10:00 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Devereux, Rick GCPE:EX <Rick.Devereux@gov.bc.ca>
Subject: Re: Fisherman's wharf event detail

Rick is on this one. Copying him here

Joleen Badger
Manager, Events
604-916-3551

On Mar 13, 2019, at 9:49 AM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Hi Joleen,

Do you have any details I can pass on to the s.¹⁵

Thanks,

<image001.png>

Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 10:08 AM
To: s.22
Subject: FW: Fisherman's wharf event detail
Attachments: Fishing Boat.jpg; FW Area 2 Shops and Dock 1.jpg

Details below Simon.

From: Devereux, Rick GCPE:EX
Sent: March 13, 2019 10:05 AM
To: Badger, Joleen GCPE:EX <Joleen.Badger@gov.bc.ca>; Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Fisherman's wharf event detail

Hi Elizabeth.

At this point the details are:

8:30 AM Meet at Harbour Air Terminal
8:40 AM Board Island Outfitters Boat docked at terminal
8:45 AM Depart for Fisherman's Wharf
9:00 AM Announcement at Fisherman's Wharf (s.15

s.15 .
9:25 AM (Approx) event ends, some mingling and chatting.
9:30 AM Depart from Fisherman's Wharf (Depart by s.15)

I will have an updated itinerary for you by the end of the day. Pictures of the boat and the announcement location are attached. The boat is pictured in its current docking location immediately next to the harbour air terminal, in case the s.15 want to go have a look.

Thanks
Rick

From: Badger, Joleen GCPE:EX
Sent: Wednesday, March 13, 2019 10:00 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Devereux, Rick GCPE:EX <Rick.Devereux@gov.bc.ca>
Subject: Re: Fisherman's wharf event detail

Rick is on this one. Copying him here

Joleen Badger
Manager, Events
604-916-3551

On Mar 13, 2019, at 9:49 AM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Hi Joleen,

Do you have any details I can pass on to the s.15

Thanks,

<image001.png>

Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 10:12 AM
To: Devereux, Rick GCPE:EX
Subject: RE: Fisherman's wharf event detail

Thanks Rick!

From: Devereux, Rick GCPE:EX
Sent: March 13, 2019 10:05 AM
To: Badger, Joleen GCPE:EX <Joleen.Badger@gov.bc.ca>; Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Fisherman's wharf event detail

Hi Elizabeth.

At this point the details are:

8:30 AM Meet at Harbour Air Terminal
8:40 AM Board Island Outfitters Boat docked at terminal
8:45 AM Depart for Fisherman's Wharf
9:00 AM Announcement at Fisherman's Wharf (s.15 s.1).
9:25 AM (Approx) event ends, some mingling and chatting.
9:30 AM Depart from Fisherman's Wharf (s.15

I will have an updated itinerary for you by the end of the day. Pictures of the boat and the announcement location are attached. The boat is pictured in its current docking location immediately next to the harbour air terminal, in case the s.15 want to go have a look.

Thanks
Rick

From: Badger, Joleen GCPE:EX
Sent: Wednesday, March 13, 2019 10:00 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Devereux, Rick GCPE:EX <Rick.Devereux@gov.bc.ca>
Subject: Re: Fisherman's wharf event detail

Rick is on this one. Copying him here

Joleen Badger
Manager, Events
604-916-3551

On Mar 13, 2019, at 9:49 AM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Hi Joleen,

Do you have any details I can pass on to the s.15

Thanks,

<image001.png>

Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 10:14 AM
To: Geary, Vanessa PREM:EX
Subject: FW: Reconciliation for Mar 3 EPARKINSON

Hi Vanessa,

Can you please send your written approval and I will forward to Finance?

Thanks,

Elizabeth

From: Van Meer-Mass, Kate PREM:EX
Sent: March 13, 2019 10:09 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>; Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: RE: Reconciliation for Mar 3 EPARKINSON

Good by me!

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 12:17 PM
To: Van Meer-Mass, Kate PREM:EX <Kate.VanMeer-Mass@gov.bc.ca>; Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: Reconciliation for Mar 3 EPARKINSON

Hi Kate and Vanessa,

Attached is the March 3rd EPARKINSON BMO reconciliation and receipts for your approval.

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 11:17 AM
To: McLaren, Chris PREM:EX
Subject: RE: Details

Yes, done Chris.

From: McLaren, Chris PREM:EX
Sent: March 13, 2019 11:11 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Details

Hi Elizabeth,
Details are now in the calendar for Friday morning announcement.
Will you let the s.15 know?
Thanks,
Chris

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 9:49 AM
To: McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>
Subject: RE: Details

Thanks Chris. Yes, the s.15

From: McLaren, Chris PREM:EX
Sent: March 13, 2019 9:39 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Details

The housing event is cancelled.
No further information on the salmon event.
Is it the s.15 that want to know?
If so, you can call Joleen and see when the information will be updated for the announcement.
Thanks,
Chris

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 9:26 AM
To: McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>
Subject: Details

Hi Chris,

Is the Social housing event on s.15 cancelled tomorrow? And do you have anymore details of the Fisherman's Wharf event on the 15th?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 12:22 PM
To: Banister, Lori FIN:EX
Subject: RE: Bob Dewar - MOD 4 attached

Hi Lori,

Can you please explain to me what the PO Amount is?

Thanks,

Elizabeth

From: Banister, Lori FIN:EX
Sent: March 12, 2019 5:05 PM
To: Parkinson, Elizabeth PREM:EX
Subject: RE: Bob Dewar - MOD 4 attached

Hi Elizabeth,

Our maximum contract value under this contract is \$195,000.00, with \$45,000.00 being from the previous (the 'initial') contract.

I've attached an Oracle Purchase Order Report which indicates:

Total Amount Invoiced: \$140,480.82. \$54,519.18 of the \$195,000 contract maximum remains.

PO Amount: \$176,420.61 – this is the PO amount made 'available' by your office. \$35,939.70 of this PO amount remains.

I hope this addresses your question – just let me know if anything more is needed. Lori

Lori Banister | Procurement Specialist | Corporate Services Division | Ministry of Finance
Ph: 778-698-3049 | *e:* Lori.Banister@gov.bc.ca | *m:* 3rd Floor – 617 Government St., Victoria BC V8W 9V1

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 9:56 AM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Thanks for letting me know Lori. ^{s.22}

Elizabeth

From: Banister, Lori FIN:EX
Sent: March 12, 2019 9:53 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Hi, Accounts has asked that I speak with Director of Accounting & Reporting, Karen Shew. I'll be meeting with her at 2pm today.

s.22

Lori

Lori Banister | Procurement Specialist | Corporate Services Division | Ministry of Finance
Ph: 778-698-3049 | *e:* Lori.Banister@gov.bc.ca | *m:* 3rd Floor – 617 Government St., Victoria BC V8W 9V1

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 9:03 AM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Hi Lori,

Any update from Accounts re: my question? Vanessa does not want to sign until this is confirmed one way or the other.

Thanks,

Elizabeth

From: Banister, Lori FIN:EX
Sent: March 6, 2019 3:48 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Hi Elizabeth, I've asked your question of the Accounts people, but haven't heard from them as yet.... Will let you know just as soon as I do.

Lori

Lori Banister | Procurement Specialist | Corporate Services Division | Ministry of Finance
Ph: 778-698-3049 | *e:* Lori.Banister@gov.bc.ca | *m:* 3rd Floor – 617 Government St., Victoria BC V8W 9V1

From: Parkinson, Elizabeth PREM:EX
Sent: March 6, 2019 12:27 PM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Hi Lori,

I wanted to check one thing with regard to the Service contract. In Part 5 of Contract Amendments you show a balance of \$195,000, with \$45,000 from the previous contract. I know there was money left over at the end of last fiscal, does this mean there is an additional \$45,000 in Fees?

Thanks,

Elizabeth

From: Banister, Lori FIN:EX
Sent: March 5, 2019 5:23 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Yes, I think that would be Vanessa, as Judy Cavanagh signed the earlier CHECKLIST. L

And, thanks for sending the fully signed copy of Bob Dewar's MOD 4 – I've scanned the entire contract (mod plus exhibits) and attach it above. I believe it is this complete copy which should be 'submitted' to the system.

Lori

From: Parkinson, Elizabeth PREM:EX
Sent: March 5, 2019 4:02 PM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Hi Lori,

Do you need Vanessa to sign the bottom of page 2 of the Service contract checklist?

Elizabeth

From: Banister, Lori FIN:EX
Sent: February 28, 2019 3:36 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: Bob Dewar - MOD 4 attached

Hi Elizabeth,

Attached is **MOD 4 to Bob Dewar's contract**, in which we're increase fees by \$5,000, and decreasing expenses by \$5,000:

- clean copy for signature, and
- redlined copy with quick comment in the margin.

For reference, I've also attached:

- PDF of all the **exhibits** to this MOD 4 (the initial agreement, MOD 1, MOD 2, MOD 3, and MOD 4).

You can return the signed MOD 4 to me or scan it together with the Exhibits, if you like.

Just let me know of any changes... I'm out of the office tomorrow, but right back on Monday, March 4/19.

Best, Lori

Lori Banister | Procurement Specialist | Corporate Services Division | Ministry of Finance
Ph: 778-698-3049 | e: Lori.Banister@gov.bc.ca | m: 3rd Floor – 617 Government St., Victoria BC V8W 9V1

From: Parkinson, Elizabeth PREM:EX
Sent: February 26, 2019 4:48 PM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Question: Bob Dewar

Thank you Lori.

Elizabeth

From: Banister, Lori FIN:EX
Sent: February 26, 2019 4:33 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: RE: Question: Bob Dewar

Thanks, Elizabeth. I'll get started on it tomorrow for you. Lori

From: Parkinson, Elizabeth PREM:EX
Sent: February 26, 2019 4:13 PM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: RE: Question: Bob Dewar

Hi Lori,

Vanessa and I met this afternoon and decided that moving \$5,000 to the Fees STOB (6101) from the Expenses STOB (6102) for Bob should be sufficient. Are you able to arrange this amendment?

Thanks,

Elizabeth

From: Banister, Lori FIN:EX
Sent: February 26, 2019 11:10 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Question: Bob Dewar

Ok, I'll most likely have phone calls this afternoon but will watch for her note. Lori

From: Parkinson, Elizabeth PREM:EX
Sent: February 26, 2019 11:05 AM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Question: Bob Dewar

Thank you Lori. I will chat with Vanessa this afternoon and likely she will contact you with the amount.

Elizabeth

From: Banister, Lori FIN:EX
Sent: February 26, 2019 11:03 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Question: Bob Dewar

Hi Elizabeth, we can amend his contract to reallocate some of the funds from Expenses to Fees. Lori

Lori Banister | Procurement Specialist | Corporate Services Division | Ministry of Finance
Ph: 778-698-3049 | e: Lori.Banister@gov.bc.ca | m: 3rd Floor – 617 Government St., Victoria BC V8W 9V1

From: Parkinson, Elizabeth PREM:EX
Sent: February 26, 2019 10:59 AM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: Question: Bob Dewar

Hi Lori,

Vanessa and I have been looking at the balances of Bob Dewar's contract and we think he may require more than is currently in the Fees STOB, but that he won't need the total that is currently in the Expenses STOB. Is it possible to move some of the funds from Expenses to Fees? Or is there another alternative?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 12:26 PM
To: Poldrugovac, Saija FIN:EX
Subject: RE: Missing Items

Hi Saija,

I will be sending you all of Sage's just approved travel shortly. Amber has the Premier's travel so that should be approved when he returns tomorrow along with Evan and Sheena's as they are travelling with PJH.

Thanks,

ep

From: Poldrugovac, Saija FIN:EX
Sent: March 13, 2019 11:54 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Missing Items

Hi Guys,

Here is the items that are currently incomplete for your office. Just a friendly reminder that all documents for this Fiscal Year is due Thursday, Nov 21st.

Thanks!

~Saija

Ministry	Document #	Employee	Date Completed Package Received
Premier's Office	E130261	Horgan, John	
Premier's Office	E130633	McConnell, Sheena	25-Feb-19
Premier's Office	E130594	Hockin, Amber	
Premier's Office	E130630	Brown, Evan	25-Feb-19
Premier's Office	E130668	Brown, Evan	
Premier's Office	E130634	Horgan, John	
Premier's Office	E130770	Aaron, Sage	
Premier's Office	E130772	Aaron, Sage	
Premier's Office	E130773	Aaron, Sage	
Premier's Office	E130774	Aaron, Sage	
Premier's Office	E130779	Aaron, Sage	
Premier's Office	E130776	Kingston, Charlotte	

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 1:32 PM
To: Dixon, Olivia PREM:EX
Subject: Signature from Vanessa
Attachments: Scan_20190313.pdf

Hi Olivia,

Would you mind asking Vanessa for a signature for the attached.

Thanks,

Elizabeth

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 13, 2019 12:58 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 1:36 PM
To: Dixon, Olivia PREM:EX
Subject: For Vanessa's signature
Attachments: Scan_20190313.pdf

Hi Olivia,

Would you mind getting Vanessa's signature on this one too?

Thanks,

Elizabeth

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 13, 2019 12:59 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 2:37 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Amber Hockin TV #E130594
Attachments: Scan_20190313.pdf

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 13, 2019 12:59 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

Subject: CHARTER: Alkan Air

Location: s.15

Start: Sat 2019-03-16 9:15 AM

End: Sat 2019-03-16 10:45 AM

Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required Attendees Brown, Evan PREM:EX; Meggs, Geoff PREM:EX; Bain, Don PREM:EX

Departing: s.15

****There is free parking outside the s.15 where the vehicles can park all day****

Arriving: Smithers Terminal

Passenger Manifest:

Premier John Horgan

Evan Brown, EA

s.15; s.22

COS Geoff Meggs

Don Bain

Minister Scott Fraser

ADM Doug Caul

CONTACT: Daniel

YCD Operations

Tel: 250-924-2107

Elizabeth-03-05-19

Shortt, Amanda PREM:EX

Subject: CHARTER: Alkan Air
Location: Smithers Terminal

Start: Sat 2019-03-16 7:00 PM
End: Sat 2019-03-16 8:30 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required Attendees Brown, Evan PREM:EX; Meggs, Geoff PREM:EX; Bain, Don PREM:EX

Departing: Smithers Terminal

Arriving: s.15

Passenger Manifest:

Premier John Horgan

Evan Brown, EA

s.15; s.22

COS Geoff Meggs

Don Bain

Minister Scott Fraser

ADM Doug Caul

Then return flight only Anne-Marie Sam will join the flight.

CONTACT: Daniel

YCD Operations

Tel: 250-924-2107

Elizabeth-03-05-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 3:21 PM
To: 'Natasha Tony'
Subject: RE: Invoice

The pass probably won't let you in here.

From: Natasha Tony <s.22@bc.ca>
Sent: March 13, 2019 3:20 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Invoice

Ok I have a pass

On Wed, Mar 13, 2019 at 3:19 PM Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

If you come out of the building on the side of the West Annex (the out building on the right hand side of the main building when facing the building from the Harbour) Go up the stairs and there is a microphone next to the door where you can give them your name and Leg security will let you in.

Elizabeth

From: Natasha Tony <s.22@bc.ca>
Sent: March 13, 2019 3:16 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Invoice

Ok will be done by 4:15 pm. How do I get to you?

Natasha Tony | s.22@bc.ca

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On Mar 13, 2019, at 2:44 PM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Yes, I'll be here until 5:00 pm.

From: Natasha Tony <s.22 >
Sent: March 13, 2019 2:41 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Invoice

I think so. I am in the s.15 . I have my computer and then can redo and email you. I just think I may need close up this space and then come to you. Are you at work until 5?

Natasha Tony |s.22

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On Mar 13, 2019, at 2:33 PM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Hi Natasha,

Yes, I'm in the s.15 . Would you like to come over?

From: Natasha Tony <s.22 >
Sent: March 13, 2019 1:22 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Invoice

Hi Elizabeth,

Is your office in the Legislature building? I am here today and tomorrow doing some trainings.

Done at 4 pm today.

Best,

Natasha Tony | s.22

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On Mar 13, 2019, at 12:07 PM, Parkinson, Elizabeth PREM:EX
<Elizabeth.Parkinson@gov.bc.ca> wrote:

Hi Natasha,

I'm just going over your expenses and it does look like you can claim one more overnight from November 16th to November 17th. Please let me know if you would like to claim the 31.65. You put in a Travel Expense Claim with your totals which is great but the per diems have GST in them, so I have taken that out and the new total is 989.32. Unfortunately Finance require an invoice with these totals also. I will attach the Travel Expense Claim so you can see. Would you mind sending an invoice over with these totals and I can get it finished today for you?

Thanks,

Elizabeth

From: Natasha Tony <s.22 >
Sent: March 7, 2019 1:20 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Invoice

Hi there.

s.22 No hotel to claim.

But on the next invoice you will receive I am staying at a hotel. Is.2
s.22

Thank you for following up and checking in. s.22
s.22 . \$30 ish.

Best,

Natasha Tony | s.22

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s.22 *Thank you for your cooperation.*

On Mar 7, 2019, at 10:02 AM, Parkinson, Elizabeth PREM:EX
<Elizabeth.Parkinson@gov.bc.ca> wrote:

Hi Natasha,

I'm processing your invoice and noticed that you haven't claimed accommodations for the 3 nights you were in Victoria. I'm happy to claim if you don't mind sending me the receipts.

Thanks,

<image001.png>

Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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<Scan_20190313.pdf>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 3:24 PM
To: 'Natasha Tony'
Subject: RE: Invoice

That will work. I've given your name to security so they'll just buzz you in.

From: Natasha Tony <s.22 >
Sent: March 13, 2019 3:23 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Invoice

Also Roseanne Moran said she can take me to you.

On Wed, Mar 13, 2019 at 3:22 PM Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Yes, s.15

From: Natasha Tony <s.22 >
Sent: March 13, 2019 3:21 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Invoice

But I get you I probably have leave building to get into your side of building.

Natasha Tony | s.22

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On Mar 13, 2019, at 3:19 PM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

If you come out of the building on the side of the West Annex (the out building on the right hand side of the main building when facing the building from the Harbour) Go up the stairs and there is a microphone next to the door where you can give them your name and Leg security will let you in.

Elizabeth

From: Natasha Tony <s.22 >
Sent: March 13, 2019 3:16 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Invoice

Ok will be done by 4:15 pm. How do I get to you?

Natasha Tony | s.22

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On Mar 13, 2019, at 2:44 PM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Yes, I'll be here until 5:00 pm.

From: Natasha Tony <s.22 >
Sent: March 13, 2019 2:41 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Invoice

I think so. I am in the s.15 I have my computer and then can redo and email you. I just think I may need close up this space and then come to you. Are you at work until 5?

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On Mar 13, 2019, at 2:33 PM, Parkinson, Elizabeth PREM:EX
<Elizabeth.Parkinson@gov.bc.ca> wrote:

Hi Natasha,

Yes, I'm in the s.15 . Would you like to come over?

From: Natasha Tony <s.22
Sent: March 13, 2019 1:22 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Invoice

Hi Elizabeth,

Is your office in the Legislature building? I am here today and tomorrow doing some trainings.

Done at 4 pm today.

Best,

Natasha Tony | s.22

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s.22 *Thank you for your cooperation.*

On Mar 13, 2019, at 12:07 PM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Hi Natasha,

I'm just going over your expenses and it does look like you can claim one more overnight from November 16th to November 17th. Please let me know if you would like to claim the 31.65. You put in a Travel Expense Claim with your totals which is great but the per diems have GST in them, so I have taken that out and the new total is 989.32. Unfortunately Finance require an invoice with these totals also. I will attach the Travel Expense Claim so you can see. Would you mind sending an invoice over with these totals and I can get it finished today for you?

Thanks,

Elizabeth

From: Natasha Tony <s.22 >
Sent: March 7, 2019 1:20 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Invoice

Hi there.

s.22 . . . No hotel to
claim.

But on the next invoice you will receive I am staying at
a hotel.s.22 . . .

Thank you for following up and checking in.s.22
s.22
s.22 \$30 ish.

Best,

Natasha Tony | s.22

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error, and that any review, dissemination, distribution
or copying of it is strictly prohibited. If you have
received this message in error, please notify us by
telephone immediately at s.22 *Thank you*
for your cooperation.

On Mar 7, 2019, at 10:02 AM, Parkinson, Elizabeth
PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Hi Natasha,

I'm processing your invoice and noticed that you haven't claimed accommodations for the 3 nights you were in Victoria. I'm happy to claim if you don't mind sending me the receipts.

Thanks,

<image001.png>

Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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<Scan_20190313.pdf>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 3:25 PM
To: 'Alkan YCD'
Subject: RE: Manifest - March 16

Thank you Daniel!

Elizabeth

From: Alkan YCD <ycd@alkanair.com>
Sent: March 13, 2019 3:24 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Manifest - March 16

Thank you Elizabeth!

Everything is good to go for the Premier flight on march 16th.

Daniel

YCD Operations

Tel: 250-924-2107
Fax: 250-924-2106
alkanair.com



On Wed, 13 Mar 2019 at 15:13, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Hi Daniel,

This is the final manifest for the charter on Saturday, March 16th.

Premier John Horgan

Geoff Meggs

Don Bain

Evan Brown

s.15; s.22

Minister Fraser

Doug Caul

Anne Marie Sam (the way back only)

Departure time from Victoria (Sidney) is still 9:15 AM and then departing Smithers at 7:00 PM. Can you please confirm all is good to go?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 3:26 PM
To: Nash, Amber PREM:EX
Subject: RE: March 16

Hi Amber,

All confirmed with s.15: who is travelling with PJH. Alkan have confirmed they have the manifest and timing is a go.

Elizabeth

From: Nash, Amber PREM:EX
Sent: March 13, 2019 2:08 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>; Roberts, Connie A IRR:EX <Connie.Roberts@gov.bc.ca>; McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>
Subject: March 16

Hi All,

Wanted to connect on timing, travel and flight manifest for March 16th – Elizabeth will need to provide the names of all who will be travelling on the charter on Saturday and she's also like to confirm with the pilots timing for the flight.

I have the following list (Elizabeth please connect with s.15: to determine who from the detail also needs a seat):

Premier
Geoff Meggs
Don Bain
Evan Brown
s.15

Minister Fraser
Jonathan Sas
Doug Caul
Anne Marie Sam (the way back only)

Am I forgetting anyone? ?

Timing we have is:
Vic to Smithers: 9:15 -10:45am
Alkan Air

Smithers to Vic: 7:00pm – 8:30pm
Alkan Air

The pilots can only fly for a certain number of hours – right now our timing is within these limits. Anything more than this we run the risk of being grounded in Smithers until the morning. So hoping to get a better sense of timing for the

return (as best we can). I know that the timing as we have it has been confirmed by Anne Marie, Jonathan already – but just double checking we are good.

Connie – can you confirm you will send all relevant materials for the briefing tomorrow to Chris today?
There was also a list of protocol items – can you let me know if your Ministry/staff are taking care of these?

Thanks all.

Amber Nash, Executive Coordinator
Office of the Premier
Mobile: 778-584-3330

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 3:34 PM
To: Banister, Lori FIN:EX
Subject: RE: PO amount - Oracle explanation FW: Bob Dewar - MOD 4 attached

Hi Lori,

So the PO amount is the fees amounts that have been paid plus the cost of flights that have been authorized?
Elizabeth

From: Banister, Lori FIN:EX
Sent: March 13, 2019 3:27 PM
To: Parkinson, Elizabeth PREM:EX
Subject: PO amount - Oracle explanation FW: Bob Dewar - MOD 4 attached

Hi Elizabeth,

I've touched in with our Accounts Lead and have learned that, in this case, with Mr. Dewar having his airfare direct billed to the Province we have reduced the contract commitment each time an airfare transaction goes through, and therefore ensure the full contract amount is not exceeded. PREM essentially 'authorized' the PO amount when providing for the airfare in Mr. Dewar's contract.

Lori

From: Banister, Lori FIN:EX
Sent: March 13, 2019 12:58 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Hi Elizabeth, Sorry, I don't have the proper accounting terminology for this... the PO amount is the amount which someone within your office has 'authorized' to spend relative to the contract maximum. In this case the contract max is \$195,000.00, and the 'authorized PO amount' is \$176,420.61. I questioned it with the Director yesterday because it 's to the penny... I'll gather a full accounting explanation for you if needed.

Lori

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 12:22 PM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Hi Lori,

Can you please explain to me what the PO Amount is?

Thanks,

Elizabeth

From: Banister, Lori FIN:EX
Sent: March 12, 2019 5:05 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Hi Elizabeth,

Our maximum contract value under this contract is \$195,000.00, with \$45,000.00 being from the previous (the 'initial') contract.

I've attached an Oracle Purchase Order Report which indicates:

Total Amount Invoiced: \$140,480.82. \$54,519.18 of the \$195,000 contract maximum remains.

PO Amount: \$176,420.61 – this is the PO amount made 'available' by your office. \$35,939.70 of this PO amount remains.

I hope this addresses your question – just let me know if anything more is needed. Lori

Lori Banister | Procurement Specialist | Corporate Services Division | Ministry of Finance
Ph: 778-698-3049 | *e:* Lori.Banister@gov.bc.ca | *m:* 3rd Floor – 617 Government St., Victoria BC V8W 9V1

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 9:56 AM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Thanks for letting me know Lori. ls.22

Elizabeth

From: Banister, Lori FIN:EX
Sent: March 12, 2019 9:53 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Hi, Accounts has asked that I speak with Director of Accounting & Reporting, Karen Shew. I'll be meeting with her at 2pm today.

Sorry for the delay – s.22

Lori

Lori Banister | Procurement Specialist | Corporate Services Division | Ministry of Finance
Ph: 778-698-3049 | *e:* Lori.Banister@gov.bc.ca | *m:* 3rd Floor – 617 Government St., Victoria BC V8W 9V1

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 9:03 AM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Hi Lori,

Any update from Accounts re: my question? Vanessa does not want to sign until this is confirmed one way or the other.

Thanks,

Elizabeth

From: Banister, Lori FIN:EX
Sent: March 6, 2019 3:48 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Hi Elizabeth, I've asked your question of the Accounts people, but haven't heard from them as yet.... Will let you know just as soon as I do.

Lori

Lori Banister | Procurement Specialist | Corporate Services Division | Ministry of Finance
Ph: 778-698-3049 | *e:* Lori.Banister@gov.bc.ca | *m:* 3rd Floor – 617 Government St., Victoria BC V8W 9V1

From: Parkinson, Elizabeth PREM:EX
Sent: March 6, 2019 12:27 PM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Hi Lori,

I wanted to check one thing with regard to the Service contract. In Part 5 of Contract Amendments you show a balance of \$195,000, with \$45,000 from the previous contract. I know there was money left over at the end of last fiscal, does this mean there is an additional \$45,000 in Fees?

Thanks,

Elizabeth

From: Banister, Lori FIN:EX
Sent: March 5, 2019 5:23 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Yes, I think that would be Vanessa, as Judy Cavanagh signed the earlier CHECKLIST. L

And, thanks for sending the fully signed copy of Bob Dewar's MOD 4 – I've scanned the entire contract (mod plus exhibits) and attach it above. I believe it is this complete copy which should be 'submitted' to the system.

Lori

From: Parkinson, Elizabeth PREM:EX
Sent: March 5, 2019 4:02 PM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Bob Dewar - MOD 4 attached

Hi Lori,

Do you need Vanessa to sign the bottom of page 2 of the Service contract checklist?

Elizabeth

From: Banister, Lori FIN:EX
Sent: February 28, 2019 3:36 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: Bob Dewar - MOD 4 attached

Hi Elizabeth,

Attached is **MOD 4 to Bob Dewar's contract**, in which we're increase fees by \$5,000, and decreasing expenses by \$5,000:

- clean copy for signature, and
- redlined copy with quick comment in the margin.

For reference, I've also attached:

- PDF of all the **exhibits** to this MOD 4 (the initial agreement, MOD 1, MOD 2, MOD 3, and MOD 4).

You can return the signed MOD 4 to me or scan it together with the Exhibits, if you like.

Just let me know of any changes... I'm out of the office tomorrow, but right back on Monday, March 4/19.

Best, Lori

Lori Banister | Procurement Specialist | Corporate Services Division | Ministry of Finance
Ph: 778-698-3049 | *e:* Lori.Banister@gov.bc.ca | *m:* 3rd Floor – 617 Government St., Victoria BC V8W 9V1

From: Parkinson, Elizabeth PREM:EX
Sent: February 26, 2019 4:48 PM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Question: Bob Dewar

Thank you Lori.

Elizabeth

From: Banister, Lori FIN:EX
Sent: February 26, 2019 4:33 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: RE: Question: Bob Dewar

Thanks, Elizabeth. I'll get started on it tomorrow for you. Lori

From: Parkinson, Elizabeth PREM:EX
Sent: February 26, 2019 4:13 PM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: RE: Question: Bob Dewar

Hi Lori,

Vanessa and I met this afternoon and decided that moving \$5,000 to the Fees STOB (6101) from the Expenses STOB (6102) for Bob should be sufficient. Are you able to arrange this amendment?

Thanks,

Elizabeth

From: Banister, Lori FIN:EX
Sent: February 26, 2019 11:10 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Question: Bob Dewar

Ok, I'll most likely have phone calls this afternoon but will watch for her note. Lori

From: Parkinson, Elizabeth PREM:EX
Sent: February 26, 2019 11:05 AM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Question: Bob Dewar

Thank you Lori. I will chat with Vanessa this afternoon and likely she will contact you with the amount.

Elizabeth

From: Banister, Lori FIN:EX
Sent: February 26, 2019 11:03 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Question: Bob Dewar

Hi Elizabeth, we can amend his contract to reallocate some of the funds from Expenses to Fees. Lori

Lori Banister | Procurement Specialist | Corporate Services Division | Ministry of Finance
Ph: 778-698-3049 | *e:* Lori.Banister@gov.bc.ca | *m:* 3rd Floor – 617 Government St., Victoria BC V8W 9V1

From: Parkinson, Elizabeth PREM:EX
Sent: February 26, 2019 10:59 AM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: Question: Bob Dewar

Hi Lori,

Vanessa and I have been looking at the balances of Bob Dewar's contract and we think he may require more than is currently in the Fees STOB, but that he won't need the total that is currently in the Expenses STOB. Is it possible to move some of the funds from Expenses to Fees? Or is there another alternative?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 3:37 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Evan Brown, TV #E130785
Attachments: Scan_20190313.pdf

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 13, 2019 1:03 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 3:38 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Amber Hockin TV#E130780
Attachments: Scan_20190313.pdf

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 13, 2019 1:04 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 3:39 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Sage Aaron, TV#E130779
Attachments: Scan_20190313.pdf

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 13, 2019 1:05 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 3:40 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Sage Aaron, TV#E130770
Attachments: Scan_20190313.pdf

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 13, 2019 1:05 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 3:42 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Sage Aaron, TV#E130773
Attachments: Scan_20190313.pdf

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 13, 2019 1:06 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 3:43 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Sage Aaron, TV#E130774
Attachments: Scan_20190313.pdf

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 13, 2019 1:07 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 3:46 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Natasha Heughan Tony Invoice
Attachments: Scan_20190313.pdf

Hi Saija,

Attached is the approved Invoice Coding Sheet for Natasha Heughan Tony along with her invoice.

Thanks,

Elizabeth

From: Dixon, Olivia PREM:EX
Sent: March 13, 2019 3:42 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Signature from Vanessa

Hi Elizabeth,

Attached is the signed copy of this document.

Warmest regards,

Olivia Dixon | Administrative Assistant
Vancouver Cabinet Office | Office of the Premier
O: 604-398-5779 | **B:** 604-775-1600 | **E:** Olivia.Dixon@gov.bc.ca

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From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 1:32 PM
To: Dixon, Olivia PREM:EX <Olivia.Dixon@gov.bc.ca>
Subject: Signature from Vanessa

Hi Olivia,

Would you mind asking Vanessa for a signature for the attached.

Thanks,

Elizabeth

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 13, 2019 12:58 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 3:49 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Bob Dewar, March 24 th flight
Attachments: Scan_20190313.pdf

Hi Saija,

Attached is the approved flight March 24th for Bob Dewar.

Elizabeth

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 3:52 PM
To: Geary, Vanessa PREM:EX
Subject: RE: muffins for tomorrow

Sorry Vanessa, I was scanning and sending invoices to Finance. Would you like me to call you?

Are the muffins for Natasha's sessions? How many would you like? I'm happy to pick them up.

Elizabeth

From: Geary, Vanessa PREM:EX
Sent: March 13, 2019 3:48 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: muffins for tomorrow

Hi – sorry we haven't connected today. Are you able to leave a bit early pick up some muffins etc for the session tomorrow? I will call you to figure out if this possible.

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 3:53 PM
To: 'Moneca Gabriel'
Cc: 'Michael Harcourt'
Subject: MO Contact List - March 2019
Attachments: MO Staff List - March 2019.docx

Hi Moneca and Mike,

Attached is the latest contact sheet for the Ministries.

Best,

Elizabeth

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 3:57 PM
To: Dixon, Olivia PREM:EX
Subject: Evan Brown BEA, March 4th
Attachments: Scan_20190313.pdf

Hi Olivia,

Can you please ask Vanessa to sign? This is the BEA she just approved online.

Thanks,

Elizabeth

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 13, 2019 1:07 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 4:49 PM
To: Natasha Tony
Subject: Re: Expense Claim Invoice for Natasha Heughan Tony - October - December 2018

Hi Natasha,

Vanessa asked me to tell you that she will meet you at the front door by security at 8:30 tomorrow morning.

Elizabeth

Sent from my iPhone

On Mar 13, 2019, at 4:26 PM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Thank you Natasha!

From: Natasha Tony <tonynatasha@gmail.com>
Sent: March 13, 2019 4:18 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>; Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: Expense Claim Invoice for Natasha Heughan Tony - October - December 2018

Hello,

Here it is!

Thank you,

Natasha Tony

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 14, 2019 8:42 AM
To: s.15; s.22
Cc:
Subject: FW: Important update from Helijet!

Hi s.15;

Please see the note below about needing extra time to get to the terminal.

From: Passenger Services <PassengerServices@helijet.com>
Sent: March 14, 2019 8:06 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Important update from Helijet!



This is an important update from Helijet.

Hello,

Due to the road construction on Dallas Road, please allow for extra time to get to our terminal in Victoria. For more information, please call 1 800 665 4354.

Thank You,

Helijet Passenger Services

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

Customer Information

Account

Customer #

s.22

Name

Amber Hockin

Advisory

Hello,

Due to the road construction on Dallas Road, please allow for extra time to get to our terminal in Victoria. For more information, please call 1 800 665 4354.

Thank You,

Helijet Passenger Services

Booking s.22

Thursday, March 14, 2019

730

18:00 Victoria Harbour (Downtown)

18:35 Vancouver Harbour (Downtown)

35 minutes

Confirmed

1 Passengers - Sale

• **Amber Hockin, Female**

[Add to Calendar](#)

Fully Changeable / Refundable up to 5pm the day prior to departure.

Does not qualify for combination with Kids Fly Free promotions.

After 5pm all next-day travel is non-refundable and only changeable for same-day travel. Any cancellations will result in a non-refundable cancellation fee equal to the value of the one-way travel.

Failure to change 1 hour prior or check-in 20 minutes prior to departure will also result in the cancellation of any onward and/or return reservations (additional cancellation fees may apply)

Login to your account at helijet.com

Thank you again for choosing to fly with Helijet.

passengerservices@helijet.com

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 14, 2019 9:04 AM
To: Geary, Vanessa PREM:EX
Subject: RE: Thank you!!!

Sure, of course.

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

From: Geary, Vanessa PREM:EX
Sent: March 14, 2019 9:03 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Thank you!!!

Will see you a bit later.

Would you please order cab for Amber H, Mira and I for 315pm.

Thanks again V

Sent from my iPhone

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 14, 2019 9:26 AM
To: Geary, Vanessa PREM:EX
Subject: RE: Reconciliation for Mar 3 EPARKINSON

Thank you Vanessa. I will forward to Finance. Helijet applied the credit for Kate's flight to the wrong invoice, but the amounts are the same in the end.

Elizabeth

From: Geary, Vanessa PREM:EX
Sent: March 13, 2019 7:33 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>; Van Meer-Mass, Kate PREM:EX <Kate.VanMeer-Mass@gov.bc.ca>
Subject: RE: Reconciliation for Mar 3 EPARKINSON

Approved with one note – the Feb 14 Helijet bills are for a total of \$3202 which includes a \$325 credit. On the receipts the credit is showing as coming off the invoice for \$1334 and on the spreadsheet looks like it came off the amount showing as \$1868 which was originally \$2193 ... but total is same.

From: Parkinson, Elizabeth PREM:EX
Sent: Tuesday, March 12, 2019 12:17 PM
To: Van Meer-Mass, Kate PREM:EX <Kate.VanMeer-Mass@gov.bc.ca>; Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: Reconciliation for Mar 3 EPARKINSON

Hi Kate and Vanessa,

Attached is the March 3rd EPARKINSON BMO reconciliation and receipts for your approval.

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 14, 2019 10:03 AM
To: Poldrugovac, Saija FIN:EX; FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: FW: Reconciliation for Mar 3 EPARKINSON
Attachments: RE: Reconciliation for Mar 3 EPARKINSON; EPARKINSON MAR 2019 Receipts.pdf; PARKINSONE 9738 03MAR19.xlsx

Hi Saija,

Attached is the March 3, 2019 EPARKINSON reconciliation and approval.

Thanks,

Elizabeth

From: Geary, Vanessa PREM:EX
Sent: March 13, 2019 7:33 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>; Van Meer-Mass, Kate PREM:EX <Kate.VanMeer-Mass@gov.bc.ca>
Subject: RE: Reconciliation for Mar 3 EPARKINSON

Approved with one note – the Feb 14 Helijet bills are for a total of \$3202 which includes a \$325 credit. On the receipts the credit is showing as coming off the invoice for \$1334 and on the spreadsheet looks like it came off the amount showing as \$1868 which was originally \$2193 ... but total is same.

From: Parkinson, Elizabeth PREM:EX
Sent: Tuesday, March 12, 2019 12:17 PM
To: Van Meer-Mass, Kate PREM:EX <Kate.VanMeer-Mass@gov.bc.ca>; Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: Reconciliation for Mar 3 EPARKINSON

Hi Kate and Vanessa,

Attached is the March 3rd EPARKINSON BMO reconciliation and receipts for your approval.

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Page 443 of 500

Withheld pursuant to/removed as

s.22

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 14, 2019 10:56 AM
To: Loubert, Danny PREM:EX
Subject: RE: s.22

So, does it not really matter if I take a shorter lunch then? Calling you with a question.

From: Loubert, Danny PREM:EX
Sent: March 14, 2019 10:54 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: s.22 . .

Yes, you can, there are s.22 , one under 2 hours (no limits) and one over 2 hours. The only difference is the leave over 2 hours comes of a shared general leave bank of 70 hours that is annually replenished.

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-398-5780 | E: Danny.Loubert@gov.bc.ca

From: Parkinson, Elizabeth PREM:EX
Sent: Thursday, March 14, 2019 10:52 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: s.22

If you could that would be amazing. I will be taking a shorter lunch (just 30 minutes), so can you take only 1.5 hours?

From: Loubert, Danny PREM:EX
Sent: March 14, 2019 10:49 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: s.22

Thanks Elizabeth,

Do you need me to enter it into your Time and Pay?

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-398-5780 | E: Danny.Loubert@gov.bc.ca

From: Parkinson, Elizabeth PREM:EX
Sent: Thursday, March 14, 2019 10:48 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: FW: s.22

FYI

From: Geary, Vanessa PREM:EX
Sent: March 14, 2019 10:39 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: s.22

Of course ...

Sent from my iPhone

On Mar 14, 2019, at 10:22 AM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Hi Vanessa,

s.22

s.22

Amber says she's fine with that.

Thanks,

<image001.png>

Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 14, 2019 1:46 PM
To: OOP FOI PREM:EX
Subject: FW: Call for Records OOP-2019-91133 Records Due March 13, 2019
Attachments: S Hawkes signed GSA June 26, 2018.pdf; Final GSA & Direct Award.pdf; Direct Award Justification.pdf; RE: s.13

Hi Alison,

The records per Vanessa's email below.

Thanks,

Elizabeth

From: Geary, Vanessa PREM:EX
Sent: March 13, 2019 6:49 PM
To: OOP FOI PREM:EX <OOP.FOI@gov.bc.ca>; Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Call for Records OOP-2019-91133 Records Due March 13, 2019

Hi – I do have records but will not be able to provide them until next week. Elizabeth can provide the GSA, service checklist and direct award form. Thanks Vanessa

From: OOP FOI PREM:EX
Sent: Tuesday, March 5, 2019 11:20 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>; Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: Call for Records OOP-2019-91133 Records Due March 13, 2019

Hi Elizabeth and Vanessa,

Please see the request below and please let me know by March 13th whether or not you have any records.

A copy of the no-bid contract C19PREM1518 with Suzanne Hawkes and Convergence Communications and Strategies to attend and provide facilitation for the Cabinet Planning Session and related correspondence to and from Hawkes.

Please note all contract documents (GSA, Service Checklist and Direct Award Form) would be responsive, as well as any communication with Suzanne

(Date Range for Record Search: From 06/01/2018 To 02/26/2019) Date Format is MM/DD/YYYY

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: (778) 974-5757

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 14, 2019 1:50 PM
To: OOP FOI PREM:EX
Subject: RE: Call for Records OOP-2019-91133 Records Due March 13, 2019
Attachments: Fwd: s.13 !; Suzanne Hawkes INV-0004 damaged cheque; Revised invoice - Hawkes; Re: Signature on Invoice; Expenses for June 29th event

I also have some emails I exchanged with Suzanne. Can you please sever the s.13 ? Suzanne had to change her expenses invoice as she had included some in error. Also, she asked for my help with a cheque that she needed replaced.

Thanks,

Elizabeth

From: OOP FOI PREM:EX
Sent: March 5, 2019 11:20 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>; Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: Call for Records OOP-2019-91133 Records Due March 13, 2019

Hi Elizabeth and Vanessa,

Please see the request below and please let me know by March 13th whether or not you have any records.

A copy of the no-bid contract C19PREM1518 with Suzanne Hawkes and Convergence Communications and Strategies to attend and provide facilitation for the Cabinet Planning Session and related correspondence to and from Hawkes.

Please note all contract documents (GSA, Service Checklist and Direct Award Form) would be responsive, as well as any communication with Suzanne

(Date Range for Record Search: From 06/01/2018 To 02/26/2019) Date Format is MM/DD/YYYY

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: (778) 974-5757

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 14, 2019 2:12 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Cc: Poldrugovac, Saija FIN:EX
Subject: Expenses for Natasha Heughan Tony, C19PREM1521
Attachments: Scan_20190314.pdf

Hi Saija,

Attached are the expenses for Natasha for C19PREM1521 for payment.

Thanks,

ELizabeth

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 14, 2019 2:10 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

Subject: OVERNIGHT : s.15

Location: s.15

Start: Tue 2019-03-19 12:00 AM

End: Wed 2019-03-20 12:00 AM

Show Time As: Free

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required AttendeesBrown, Evan PREM:EX; McConnell, Sheena PREM:EX

Tuesday, March 19, 2019

OVERNIGHT: s.15

s.22 \$259 per night plus taxes

CONFIRMATIONS: Premier #s.22
Evan
Sheena

Elizabeth-05-03-19

Shortt, Amanda PREM:EX

Subject: OVERNIGHT :s.15
Location: s.15

Start: Tue 2019-03-19 12:00 AM
End: Wed 2019-03-20 12:00 AM
Show Time As: Free

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required AttendeesBrown, Evan PREM:EX; McConnell, Sheena PREM:EX

Tuesday, March 19, 2019

OVERNIGHT: s.15

s.22 \$259 per night plus taxes

CONFIRMATIONS: Premier #s.22
Evan
Sheena

Elizabeth-05-03-19

Shortt, Amanda PREM:EX

Subject: Canceled: HELIJET: Victoria to Vancouver (11:00 AM)
Location: Flight # 784

Start: Tue 2019-03-19 11:00 AM
End: Tue 2019-03-19 11:35 AM
Show Time As: Free

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required Attendees Brown, Evan PREM:EX; McConnell, Sheena PREM:EX

Importance: High

Tuesday, March 19, 2019

HELIJET Flight # 784

Depart Victoria Harbour at 11:00 AM
Arrive Vancouver Harbour at 11:35 AM

CONFIRMATIONS: Premier#s.22
s.15
Evan
Sheena

Helijet Tel # 1-800-665-4354

Elizabeth-04-03-19

Shortt, Amanda PREM:EX

Subject: HELIJET: Victoria to Vancouver (11:00 AM)
Location: Flight # 784

Start: Tue 2019-03-19 11:00 AM
End: Tue 2019-03-19 11:35 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required Attendees Brown, Evan PREM:EX; McConnell, Sheena PREM:EX

Tuesday, March 19, 2019

HELIJET Flight # 784

Depart Victoria Harbour at 11:00 AM
Arrive Vancouver Harbour at 11:35 AM

CONFIRMATIONS: Premier#s.22
s.15
Evan
Sheena

Helijet Tel # 1-800-665-4354

Elizabeth-04-03-19

Shortt, Amanda PREM:EX

Subject: Canceled: Sheena: HELIJET: Vancouver to Victoria (6:45 PM)
Location: Flight# 731

Start: Thu 2019-03-21 6:45 PM
End: Thu 2019-03-21 7:20 PM
Show Time As: Free

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17
Required Attendees McConnell, Sheena PREM:EX

Importance: High

Thursday, March 21, 2019

HELIJET Flight # 731

Depart Vancouver Harbour at 6:45 PM
Arrive Victoria Harbour at 7:20 PM

CONFIRMATIONS: Sheena #s.22

Helijet Tel # 1-800-665-4354

Elizabeth-04-03-19

Shortt, Amanda PREM:EX

Subject: Canceled: Sheena: HELIJET: Vancouver to Victoria (6:45 PM)
Location: Flight# 731

Start: Thu 2019-03-21 6:45 PM
End: Thu 2019-03-21 7:20 PM
Show Time As: Free

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17
Required Attendees McConnell, Sheena PREM:EX

Importance: High

Thursday, March 21, 2019

HELIJET Flight # 731

Depart Vancouver Harbour at 6:45 PM
Arrive Victoria Harbour at 7:20 PM

CONFIRMATIONS: Sheena #s.22

Helijet Tel # 1-800-665-4354

Elizabeth-04-03-19

Shortt, Amanda PREM:EX

Subject: Canceled: OVERNIGHT: s.15
Location: s.15

Start: Wed 2019-03-20 12:00 AM
End: Thu 2019-03-21 12:00 AM
Show Time As: Free

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX

Required Attendees: Brown, Evan PREM:EX; Bain, Don PREM:EX; McConnell, Sheena PREM:EX

Optional Attendees: Angie Bain

Importance: High

Wednesday, March 20, 2019

OVERNIGHT: s.15

s.22 Gov't rate room,\$122 per night plus taxes

CONFIRMATIONS: Premier #s.22
Evan (beside PJH)
Sheena
s.15

Don
Elizabeth-01-03-19

Shortt, Amanda PREM:EX

Subject: OVERNIGHT:s.15

Location: s.15

Start: Wed 2019-03-20 12:00 AM

End: Thu 2019-03-21 12:00 AM

Show Time As: Free

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX

Required AttendeesBrown, Evan PREM:EX; Bain, Don PREM:EX; McConnell, Sheena PREM:EX

Optional Attendees:Angie Bain

Wednesday, March 20, 2019

OVERNIGHT: s.15

s.22 bed, Gov't rate room,\$122 per night plus taxes

CONFIRMATIONS: Premier #s.22

Evan (beside PJH)

Sheena

s.15

Don

Elizabeth-01-03-19

Shortt, Amanda PREM:EX

Subject: Canceled: AIR CANADA: Vancouver to Kamloops (8:50 AM)
Location: Flight # AC 8190

Start: Wed 2019-03-20 8:50 AM
End: Wed 2019-03-20 9:39 AM
Show Time As: Free

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required Attendees Brown, Evan PREM:EX; Bain, Don PREM:EX; McConnell, Sheena PREM:EX

Importance: High

Wednesday, March 20, 2019

AIR CANADA Flight # AC 8190

Depart Vancouver Airport (Main Terminal) at 8:50 AM
Arrive Kamloops Airport at 9:39

CONFIRMATION # Premier , Evan & Sheena # s.22 , Seat #s.15
Don Bain # s.22 , Seat s.1

Booked with Tamra at Flight Centre, Tel # 250-360-2058

Elizabeth-01-03-19

Shortt, Amanda PREM:EX

Subject: AIR CANADA: Vancouver to Kamloops (8:50 AM)

Location: Flight # AC 8190

Start: Wed 2019-03-20 8:50 AM

End: Wed 2019-03-20 9:39 AM

Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required Attendees Brown, Evan PREM:EX; Bain, Don PREM:EX; McConnell, Sheena PREM:EX

Wednesday, March 20, 2019

AIR CANADA Flight # AC 8190

Depart Vancouver Airport (Main Terminal) at 8:50 AM

Arrive Kamloops Airport at 9:39

CONFIRMATION # Premier , Evan & Sheena # s.22 Seat # s.15
Don Bain # s.22 . Seat s.1

Booked with Tamra at Flight Centre, Tel # 250-360-2058

Elizabeth-01-03-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 14, 2019 2:36 PM
To: 'Tamra Bartilucci'
Subject: March 20 & 21 Vancouver to Kamloops

Hi Tamra,

Can I please switch out Jen Holmwood on this travel to Kamloops and put Sheena McConnel in her place?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 14, 2019 2:38 PM
To: Fullaway, Elijah HLTH:EX
Subject: RE: Meeting with Bob Dewar

Thank you Elijah. Jas called me and it should be arranged for Monday. So all good!

Elizabeth

From: Fullaway, Elijah HLTH:EX
Sent: March 14, 2019 2:30 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Meeting with Bob Dewar

Hi Elizabeth, I know Jasmyn was speaking to the Minister about a time and date. I'll have Lucy Hansen follow up as well.

Thanks

Elijah Fullaway
Administrative Assistant to the Honourable Minister Adrian Dix | Minister of Health
PO Box 9050 Stn Prov Gov, Victoria, BC, V8W 9E2 | 250-953-3547

From: Parkinson, Elizabeth PREM:EX
Sent: March 14, 2019 2:16 PM
To: Fullaway, Elijah HLTH:EX <Elijah.Fullaway@gov.bc.ca>
Subject: FW: Meeting with Bob Dewar

Good afternoon,

I sent this email to Jasmyn earlier this week but haven't heard back from Jasmyn. Can you please ensure a time is found for the meeting?

Thanks,

Elizabeth

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 1:53 PM
To: Singh, Jasmyn HLTH:EX <Jasmyn.Singh@gov.bc.ca>
Subject: Meeting with Bob Dewar

Hi Jas,

Bob Dewar and Minister Dix wanted to set-up a one hour meeting the week of March 25th. Are you able to advise a time that will work and a location?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

Subject: Canceled: AIR CANADA: Kamloops to Vancouver (10:10 AM)
Location: Flight # AC 8191

Start: Thu 2019-03-21 10:10 AM
End: Thu 2019-03-21 11:04 AM
Show Time As: Free

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX
Required Attendees: Brown, Evan PREM:EX; Bain, Don PREM:EX; McConnell, Sheena PREM:EX
Optional Attendees: s.17 ; Angie Bain

Importance: High

Thursday, March 21, 2019

AIR CANADA Flight # AC 8191

Depart Kamloops Airport at 10:10 AM
Arrive Vancouver Airport (main terminal) at 11:04 AM

CONFIRMATIONS: Premier, Evan & Sheena #s.22 , Seat #s.15
Don Bain #s.22 , Seat s.15

Booked with Tamra at Flight Centre, Tel 250-360-2058

Elizabeth-01-03-19

Shortt, Amanda PREM:EX

Subject: AIR CANADA: Kamloops to Vancouver (10:10 AM)

Location: Flight # AC 8191

Start: Thu 2019-03-21 10:10 AM

End: Thu 2019-03-21 11:04 AM

Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX

Required Attendees: Brown, Evan PREM:EX; Bain, Don PREM:EX; McConnell, Sheena PREM:EX

Optional Attendees: s.17 ; Angie Bain

Thursday, March 21, 2019

AIR CANADA Flight # AC 8191

Depart Kamloops Airport at 10:10 AM

Arrive Vancouver Airport (main terminal) at 11:04 AM

CONFIRMATIONS: Premier, Evan & Sheena #s.22 , Seat #s.15
Don Bain #s.22 , Seat #s.15

Booked with Tamra at Flight Centre, Tel 250-360-2058

Elizabeth-01-03-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 14, 2019 2:52 PM
To: Brown, Evan PREM:EX
Subject: Premier's per diems?

Hi Evan,
Can you please send me per diems for PJH from Feb 14 to today?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 14, 2019 4:30 PM
To: Privett, Don PREM:EX
Subject: Re: CALLERS NOTE

Have a great weekend Don! Thanks!

Do

Sent from my iPhone

On Mar 14, 2019, at 4:29 PM, Privett, Don PREM:EX <Don.Privett@gov.bc.ca> wrote:

Elizabeth,
Nothing to report on the callers front other than the s.22 man who may call repeatedly and leave messages that he needs to speak to someone and doesn't have a phone. We have nothing to report to him, as he sent another fax today that will have to be processed before we can finally answer him. He may ask for me as "Dan."
His name iss.22 and the Caller ID reads Anonymous Caller.
Best of luck,
Enjoy the spring weekend.
Don't hesitate to call me if needed; I'm aiming for the 11 a.m. ferry tomorrow.
Ciao,
Don

DON PRIVETT | Administrative Assistant | Office of the Premier
PO Main Line: **250-387-1715** | Personal UC: 778-974-6080
don.privett@gov.bc.ca | West Annex, Room 156
Parliament Buildings, Victoria, BC V8W 9E1

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 8:57 AM
To: 'Miriam Cloutier'
Subject: RE: Invoice and Updated E-ticket for Sheena McConnell Vancouver to Kamloops March 20 21

Thank you for your help with this Miriam. 😊

From: Miriam Cloutier <miriam.cloutier@flightcentre.ca>
Sent: March 14, 2019 3:29 PM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Cc: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Invoice and Updated E-ticket for Sheena McConnell Vancouver to Kamloops March 20 21

Hi Elizabeth,

Tamra is a little busy dealing with cancelled flights.

I have changed Jen's name to Sheena. The updated ticket for Sheena and her invoice are in the attached files.

Since she has different file with Air Canada I have also attached The Premier's ticket and Evan's so they have accurate info as well.

Any questions let myself or Tamra know.

Hope you are having a nice day 😊

Miriam Cloutier | Travel Manager
Flight Centre Business Travel Victoria
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

CPBC #42324 | TICO #4671384 | OPC #702971

From: Parkinson, Elizabeth PREM:EX [<mailto:Elizabeth.Parkinson@gov.bc.ca>]
Sent: Thursday, March 14, 2019 2:36 PM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Subject: March 20 & 21 Vancouver to Kamloops

Hi Tamra,

Can I please switch out Jen Holmwood on this travel to Kamloops and put Sheena McConnel in her place?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 9:02 AM
To: Daniels, Debbie CITZ:EX
Subject: Marine Press receipt
Attachments: Scan_20190315.pdf

Hi Debbie,

The envelopes have been received.

Thanks,

Elizabeth

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 15, 2019 9:00 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

Subject: AIR CANADA: Vancouver to Kamloops (8:50 AM)

Location: Flight # AC 8190

Start: Wed 2019-03-20 8:50 AM

End: Wed 2019-03-20 9:39 AM

Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required Attendees Brown, Evan PREM:EX; Bain, Don PREM:EX; McConnell, Sheena PREM:EX

Wednesday, March 20, 2019

AIR CANADA Flight # AC 8190

Depart Vancouver Airport (Main Terminal) at 8:50 AM

Arrive Kamloops Airport at 9:39

CONFIRMATION # Premier, Evan # s.22 , Seat # s.15
Sheena # s.22 , Seat s.1
Don Bain # s.22 , Seat s.1

Booked with Tamra at Flight Centre, Tel # 250-360-2058

Elizabeth-01-03-19

Shortt, Amanda PREM:EX

Subject: AIR CANADA: Kamloops to Vancouver (10:10 AM)

Location: Flight # AC 8191

Start: Thu 2019-03-21 10:10 AM

End: Thu 2019-03-21 11:04 AM

Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX

Required Attendees: Brown, Evan PREM:EX; Bain, Don PREM:EX; McConnell, Sheena PREM:EX

Optional Attendees: s.17 : Angie Bain

Thursday, March 21, 2019

AIR CANADA Flight # AC 8191

Depart Kamloops Airport at 10:10 AM

Arrive Vancouver Airport (main terminal) at 11:04 AM

CONFIRMATIONS: Premier, Evan #s.22 , Seat #s.s.15

Sheena # s.22 , Seat s.1

Don Bain # s.22 , Seat #s.1

Booked with Tamra at Flight Centre, Tel 250-360-2058

Elizabeth-01-03-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 9:23 AM
To: Geary, Vanessa PREM:EX
Subject: RE: Contracts

Will do.

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

From: Geary, Vanessa PREM:EX
Sent: March 15, 2019 9:23 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Contracts

Oh sorry, I thought you were in flex. Please check with Debbie on Natasha's contract modification Thanks!

Sent from my iPhone

> On Mar 15, 2019, at 9:20 AM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

>

> I'm here Vanessa 😊

>

> -----Original Message-----

> From: Geary, Vanessa PREM:EX
> Sent: March 15, 2019 9:20 AM
> To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
> Cc: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
> Subject: Contracts

>

> Hi Lori - s.22

>

> In our absence:

>

> - you will be receiving a signed copy of the contract modification and checklist for Natasha Heughen today from Debbie Wade. Please process on you end.

>

> - if you have time, please start work on an extension or new contract for Bob Dewar starting April 1, 2019 and running to March 31, 2020. Terms should be the same for fees, expenses (note the use of modification language for travel status). Thank you!

>

> - for modification of Bob's contract, I will confirm on Mondsy or Tues if we are going ahead.

>

> Thanks for all and have a good weekend!

>

> Vanessa

>

> Sent from my iPhone

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 9:31 AM
To: Geary, Vanessa PREM:EX
Subject: RE: Year end

Will do Vanessa. Saija wants the cut-off as the 21st. Any travel after that will go into next year.

Elizabeth

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

From: Geary, Vanessa PREM:EX
Sent: March 15, 2019 9:26 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>; Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>; Farmer, Susan PREM:EX <Susan.Farmer@gov.bc.ca>
Subject: Year end

Hi - please prepare annual BEAs for 2019/2020 for my approval next week.

Are there other pieces we need to have in place?

And what is the deadline for submitting travel receipts etc?

Thanks V

Sent from my iPhone

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 9:54 AM
To: Dewar, Bob PREM:EX
Subject: Meeting with Minister Dix confirmed

Hi Bob,

Your meeting with Minister Dix is confirmed for 4:30-5:30 pm on March 25 in the s.15 . It's in your calendar.

Thanks,



Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 10:03 AM
To: Hansen, Lucy HLTH:EX
Subject: RE: Meeting with Bob Dewar

The conversation will be a continuation of one they started already. The minister will know the topic. Bob will be by himself.

Thanks,

Elizabeth

From: Hansen, Lucy HLTH:EX
Sent: March 15, 2019 9:58 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Meeting with Bob Dewar

Perfect – great and what would the meeting be regarding and will Bob be on his own or will he have staff.



Lucy Hansen

Administrative Coordinator to the
Honourable Adrian Dix
Minister of Health &
Minister Responsible for Francophone Affairs
Direct: 778-974-6008
Office: 250-953-3547
E-mail: Lucy.Hansen@gov.bc.ca

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From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 9:50 AM
To: Hansen, Lucy HLTH:EX <Lucy.Hansen@gov.bc.ca>
Subject: RE: Meeting with Bob Dewar

Perfect! Thanks Lucy!

From: Hansen, Lucy HLTH:EX
Sent: March 15, 2019 9:49 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Meeting with Bob Dewar

Great and that time works @ 4:30-5:30 in the s.15



Lucy Hansen

Administrative Coordinator to the
Honourable Adrian Dix
Minister of Health &
Minister Responsible for Francophone Affairs
Direct: 778-974-6008
Office: 250-953-3547
E-mail: Lucy.Hansen@gov.bc.ca

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From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 9:48 AM
To: Hansen, Lucy HLTH:EX <Lucy.Hansen@gov.bc.ca>
Subject: RE: Meeting with Bob Dewar

The 25th please.

From: Hansen, Lucy HLTH:EX
Sent: March 15, 2019 9:47 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Meeting with Bob Dewar

Can Bob and the Minister do this meeting over the phone because the Minister is in Vancouver or if he likes I have time on Monday March 25th @ 4:30-5:30 for a face to face.



Lucy Hansen

Administrative Coordinator to the
Honourable Adrian Dix
Minister of Health &
Minister Responsible for Francophone Affairs
Direct: 778-974-6008
Office: 250-953-3547
E-mail: Lucy.Hansen@gov.bc.ca

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From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 9:45 AM
To: Hansen, Lucy HLTH:EX <Lucy.Hansen@gov.bc.ca>
Subject: RE: Meeting with Bob Dewar

Hi Lucy,

Jas said she would contact me on Monday with a time later in the day on Monday for the meeting. Bob can accommodate the Minister's schedule.

Thanks for following up!

Elizabeth

From: Hansen, Lucy HLTH:EX
Sent: March 15, 2019 9:44 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: FW: Meeting with Bob Dewar

Hi Elizabeth,

I just want to confirm did Jas set this meeting up for you? Just want to confirm because I can find time for the Minister and Bob Dewar to meet.

Lucy

From: Parkinson, Elizabeth PREM:EX
Sent: March 14, 2019 2:16 PM
To: Fullaway, Elijah HLTH:EX <Elijah.Fullaway@gov.bc.ca>
Subject: FW: Meeting with Bob Dewar

Good afternoon,

I sent this email to Jasmyn earlier this week but haven't heard back from Jasmyn. Can you please ensure a time is found for the meeting?

Thanks,

Elizabeth

From: Parkinson, Elizabeth PREM:EX
Sent: March 12, 2019 1:53 PM
To: Singh, Jasmyn HLTH:EX <Jasmyn.Singh@gov.bc.ca>
Subject: Meeting with Bob Dewar

Hi Jas,

Bob Dewar and Minister Dix wanted to set-up a one hour meeting the week of March 25th. Are you able to advise a time that will work and a location?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 10:33 AM
To: Poldrugovac, Saija FIN:EX
Subject: RE: BEA - Jan 11th

Thanks Saija.

From: Poldrugovac, Saija FIN:EX
Sent: March 15, 2019 10:32 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: BEA - Jan 11th

Thanks! I'll add their name to the BEA.

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 10:31 AM
To: Poldrugovac, Saija FIN:EX
Subject: RE: BEA - Jan 11th

Hi Saija,

I believe it was a senior staff retreat. Attendees are below.

Geoff Meggs
Kate Vane Meer-Mass
Amber Nash
Amber Hockin
Sage Aaron
Bob Dewar
Charlotte Kingston
Jon Robinson
Mira Oreck
Vanessa Geary
Sheena McConnell

From: Poldrugovac, Saija FIN:EX
Sent: March 15, 2019 10:17 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: BEA - Jan 11th

Can you send me the list of the staff that were at the staff meeting? Line 24 on your pcard for 120.00
When there is a meal involved we need the attendee's names.

Thanks!
~S

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 11:08 AM
To: Shortt, Amanda PREM:EX
Subject: Accepted: FOI - emails

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 11:50 AM
To: s.15; s.22
Cc:
Subject: March 16 Alkan Air charter

Hi s.15; s.22 ,

Below is the Alkan Air details for March 16.

Departing: s.15

****There is free parking outside the s.15 where the vehicles can park all day****

Arriving: Smithers Terminal

Passenger Manifest:

Premier John Horgan

Evan Brown, EA

s.15; s.22

COS Geoff Meggs

Don Bain

Minister Scott Fraser

ADM Doug Caul

CONTACT: Daniel
YCD Operations
Tel: 250-924-2107

Returning to Victoria:

Departing: Smithers Terminal

Arriving: s.15 in Victoria.

Passenger Manifest:

Premier John Horgan

Evan Brown, EA

s.15; s.22

COS Geoff Meggs

Don Bain

Minister Scott Fraser

ADM Doug Caul

Then return flight only Anne-Marie Sam will join the flight.

CONTACT: Daniel

YCD Operations

Tel: 250-924-2107

Elizabeth-03-05-19



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 12:05 PM
To: s.15; s.22
Subject: RE: March 16 Alkan Air charter

9:15 sharp departure and returning at 7:00 for an 8:30 PM arrival.

From: s.15; s.22
Sent: March 15, 2019 12:04 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: March 16 Alkan Air charter

Thanks Elizabeth what does the plane dep Victoria?

Sent from my Bell Samsung device over Canada's largest network.

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 12:32 PM
To: s.15; s.22
Cc:
Subject: Alkan Air pilot contact

Hi s.15; ,

Below are the contact cell numbers for the flight crew March 16th.

Darren O'Shea, Flight Officer s.22

Josh O'Dell, Pilot -in-Command

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

Subject: CHARTER: Alkan Air

Location: s.15

Start: Sat 2019-03-16 9:15 AM

End: Sat 2019-03-16 10:45 AM

Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required Attendees Brown, Evan PREM:EX; Meggs, Geoff PREM:EX; Bain, Don PREM:EX

Departing: s.15

****There is free parking outside the FBO where the vehicles can park all day****

Arriving: Smithers Terminal

Passenger Manifest:

Premier John Horgan

Evan Brown, EA

s.15; s.22

COS Geoff Meggs

Don Bain

Minister Scott Fraser

ADM Doug Caul

CONTACT: Daniel

YCD Operations

Tel: 250-924-2107

or Pilot -in-Command, Josh O'Dell, Cell s.22

First Officer, Darren O'Shea, Cell :

Elizabeth-03-05-19

Shortt, Amanda PREM:EX

Subject: CHARTER: Alkan Air
Location: Smithers Terminal

Start: Sat 2019-03-16 7:00 PM
End: Sat 2019-03-16 8:30 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required Attendees Brown, Evan PREM:EX; Meggs, Geoff PREM:EX; Bain, Don PREM:EX

Departing: Smithers Terminal

Arriving: s.15

Passenger Manifest:

Premier John Horgan

Evan Brown, EA

s.15; s.22

COS Geoff Meggs

Don Bain

Minister Scott Fraser

ADM Doug Caul

Then return flight only Anne-Marie Sam will join the flight.

CONTACT: Daniel or Pilot -in-Command, Josh O'Dell, Cell #s.22
YCD Operations First Officer, Darren O'Shea, Cell #
Tel: 250-924-2107

Elizabeth-03-05-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 1:02 PM
To: Poldrugovac, Saija FIN:EX
Subject: FW: Ergo desk , Graphic Office
Attachments: INVV061760-1.pdf

Copy for you.

From: Magee, Tracey FIN:EX
Sent: November 29, 2018 12:48 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Ergo desk , Graphic Office

Hi Elizabeth,

I ordered the desk (as per the attached invoice) for Danny back in April. I can assist in ordering it for you or you can contact Graphic Office directly. Let me know.

Tracey Magee

Facilities Project Manager
Corporate, Financial and Facilities Services
Corporate Services Division
Ministry of Finance
Ph: 250-812-8859

From: Parkinson, Elizabeth PREM:EX
Sent: November 28, 2018 1:53 PM
To: Magee, Tracey FIN:EX <Tracey.Magee@gov.bc.ca>
Subject: RE: Ergo desk , Graphic Office

Hi Tracey,

We are looking for the 30 x 46" desk for Sage in our office. She has had an ergonomic consultation and has approval from our spending authority. How do we go forward?

Thanks for your help,

Elizabeth

From: Magee, Tracey FIN:EX
Sent: Wednesday, November 28, 2018 12:20 PM

To: Parkinson, Elizabeth PREM:EX
Subject: RE: Ergo desk , Graphic Office

Hi Elizabeth,

I have ordered a few desks for Danny, but not sure who they were provided too. I ordered 30 x 60" desks and 30 x 46" (which is the smallest you can go). What size are you looking for? These desks are ordered from Graphic Office.

Tracey Magee

Facilities Project Manager
Corporate, Financial and Facilities Services
Corporate Services Division
Ministry of Finance
Ph: 250-812-8859

From: Parkinson, Elizabeth PREM:EX
Sent: November 28, 2018 9:32 AM
To: Magee, Tracey FIN:EX <Tracey.Magee@gov.bc.ca>
Subject: RE: Ergo desk , Graphic Office

Hi Tracey,

Danny Loubert directed me to you for details of an ergonomic desk that was ordered for our Chief of Staff Geoff Meggs a few months ago.

Thanks,

Elizabeth

From: Magee, Tracey FIN:EX
Sent: Wednesday, November 28, 2018 8:20 AM
To: Parkinson, Elizabeth PREM:EX
Subject: RE: Ergo desk , Graphic Office

Hi Elizabeth,

What previous order are you referring to? What size desk are you looking for?

Tracey Magee

Facilities Project Manager
Corporate, Financial and Facilities Services
Corporate Services Division
Ministry of Finance
Ph: 250-812-8859

From: Parkinson, Elizabeth PREM:EX
Sent: November 27, 2018 9:49 AM
To: Magee, Tracey FIN:EX <Tracey.Magee@gov.bc.ca>
Subject: Ergo desk , Graphic Office

Hi Tracey,

I will be ordering an ergo desk for one of our staff. Can you please send me the details for the previous order so I can get going on thisÉ

Thanks,

Elizabeth



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

Direct: 250-387-1805

Office: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 2:36 PM
To: McLaren, Chris PREM:EX
Subject: RE: March 22

Hi Chris,

I'm here on March 22nd.

From: McLaren, Chris PREM:EX
Sent: March 15, 2019 2:09 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: March 22

Hi Elizabeth,
Are you off on March 22?
Thanks for letting me know,
Chris



Christine McLaren, Scheduling Officer
Office of the Premier
778-974-6083

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 3:19 PM
To: McLaren, Chris PREM:EX
Subject: RE: Your water guy came?

She says she'll try to get him to come back

From: McLaren, Chris PREM:EX
Sent: March 15, 2019 3:18 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Your water guy came?

s.15

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 3:18 PM
To: McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>
Subject: RE: Your water guy came?

What is your room number

From: McLaren, Chris PREM:EX
Sent: March 15, 2019 3:05 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Your water guy came?

Yes, thank you!

No one knocked or tried to come in...I don't think he knows where we are...

Jon says he has not seen him for a while..

C

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 3:05 PM
To: McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>
Subject: RE: Your water guy came?

He told me he was just there and he left. I'll call the water company. He'll have to come back.

From: McLaren, Chris PREM:EX
Sent: March 15, 2019 3:03 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Your water guy came?

He doesn't know where we are!!

Can you let him know please

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 3:02 PM
To: McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>
Subject: RE: Your water guy came?

He said he was just there.

From: McLaren, Chris PREM:EX
Sent: March 15, 2019 3:01 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Your water guy came?

No and we have 5 empty cannisters.
Did he come to you?
C

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 3:00 PM
To: McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>
Subject: Your water guy came?



Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 3:28 PM
To: Tsang, Robin FIN:EX
Subject: RE: Question

I'm here. That would be great!

From: Tsang, Robin FIN:EX
Sent: March 15, 2019 3:27 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Question

Hi Elizabeth:

Are you still in the Office? I can ask Brett to come to take a look. I need to see it to understand the issue.

Thanks,
Robin

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

From: "Parkinson, Elizabeth PREM:EX" <Elizabeth.Parkinson@gov.bc.ca>
Date: 2019-03-15 2:28 PM (GMT-08:00)
To: "Tsang, Robin FIN:EX" <Robin.Tsang@gov.bc.ca>
Subject: Question

Hi Robin,

I have the concall details in a calendar I have shared with a few people. Now the details are no longer in the days calendar, only in the entire series. How do I fix this and stop it from happening again?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 4:19 PM
To: Hendry, Jackie PREM:EX
Subject: RE: Furniture purchase

Thanks for clarifying Jackie. Saija seemed to think that we should be speaking with your office and our EA when we purchase furniture. We have also purchased chairs and a couple of small filing cabinets as none were available from facilities.

Elizabeth

From: Hendry, Jackie PREM:EX
Sent: March 15, 2019 4:14 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Furniture purchase

Hi Elizabeth,

We haven't bought any furniture besides a few desk chairs that were purchased through Staples using a P-Card. Any other furniture needs we have gone through Surjit to see if he has it in surplus.

If you're needing to purchase any furniture that couldn't be supplied through the building, I would assume you would get your EA approval and purchase using your P-Card.

Jackie

From: Parkinson, Elizabeth PREM:EX
Sent: Friday, March 15, 2019 2:42 PM
To: Hendry, Jackie PREM:EX <Jackie.Hendry@gov.bc.ca>
Subject: Furniture purchase

Hi jackie,

Is there a process that our office should follow when purchasing furniture?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 4:21 PM
To: Poldrugovac, Saija FIN:EX
Subject: Furniture

Hi Saija,

I spoke with Jackie and she confirmed that the process for furniture purchase is to go through our EA as we have been doing.

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 4:59 PM
To: Wade, Debbie PREM:EX
Subject: RE: Natasha's modification

Thanks Debbie!

From: Wade, Debbie PREM:EX
Sent: March 15, 2019 4:59 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Natasha's modification

Hi Elizabeth,

Here is the service contract signed by Geoff. And the GSA

Thanks!

*Debbie Wade
Executive Coordinator to Geoff Meggs - Chief of Staff
and Amber Hockin - Deputy Chief of Staff
Office of the Premier
778-974-6075*

From: Parkinson, Elizabeth PREM:EX
Sent: Friday, March 15, 2019 4:29 PM
To: Wade, Debbie PREM:EX <Debbie.Wade@gov.bc.ca>
Subject: Natasha's modification

Hi Debbie,

Could you send the new service contract and GSA digitally if you have them?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 5:03 PM
To: Poldrugovac, Saija FIN:EX
Subject: Contract Modification for Natasha Heughan Tony
Attachments: Scan_20190315.pdf; Scan_20190315.pdf

Hi Saija,

Please find attached the Service contract checklist and the GSA Modification 1 for Natasha Heughan Tony. I will be imputing it on Monday.

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 16, 2019 8:29 AM
To: Alkan YCD
Subject: Re: Manifest - March 16

Thank you for confirming Darren! That will be it I believe. Sorry for the last minute change.

Thanks again!

Elizabeth

Sent from my iPhone

On Mar 16, 2019, at 7:03 AM, Alkan YCD <ycd@alkanair.com> wrote:

Good Morning Elizabeth,
Sorry for the late response. 9 pax out of Smithers will be ok today. That will be the max seating of the king air.
I am one of the pilots today so please let me know if there are any changes
Thanks very much,
Darren O'Shea

On Fri, Mar 15, 2019 at 10:44 PM Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Hi Daniel,

It looks like Murray Rankin will be flying back with the Premier tomorrow from Smithers. Can you please confirm that this is ok to have the extra person? I believe that puts us at 9 people.

Thanks,

Elizabeth

Sent from my iPhone

On Mar 13, 2019, at 3:24 PM, Alkan YCD <ycd@alkanair.com<<mailto:ycd@alkanair.com>>> wrote:

Thank you Elizabeth!

Everything is good to go for the Premier flight on march 16th.

Daniel
YCD Operations
Tel: 250-924-2107
Fax:250-924-2106
[alkanair.com](http://www.alkanair.com/)<<http://www.alkanair.com/>>

[https://alkanair.com/wp-content/uploads/2018/01/Alkan_logo_tagline_COLOUR.png]

On Wed, 13 Mar 2019 at 15:13, Parkinson, Elizabeth PREM:EX
<Elizabeth.Parkinson@gov.bc.ca<<mailto:Elizabeth.Parkinson@gov.bc.ca>>> wrote:

Hi Daniel,

This is the final manifest for the charter on Saturday, March 16th.

Premier John Horgan
Geoff Meggs
Don Bain
Evan Brown
s.15; s.22

Minister Fraser
Doug Caul

Anne Marie Sam (the way back only)

Departure time from Victoria (Sidney) is still 9:15 AM and then departing Smithers at 7:00 PM. Can you please confirm all is good to go?

Thanks,

<image001.png>

Elizabeth Parkinson
Finance and Administration Officer
Office of the Premier
*Direct: 778-974-6082
Reception: 250-387-1715
E-mail: elizabeth.parkinson@gov.bc.ca<<mailto:elizabeth.parkinson@gov.bc.ca>>

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--

YCD Operations

Tel: 250-924-2107
Fax: 250-924-2106
alkanair.com



Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 18, 2019 9:21 AM
To: McLaren, Chris PREM:EX
Subject: RE: Your water guy came?

Hi Chris,

So the water company will try to get back today, but it will be tomorrow at the latest. Can you let me know when he comes?

Thanks,

ep

From: McLaren, Chris PREM:EX
Sent: March 18, 2019 8:44 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Your water guy came?

Hi Elizabeth,
Happy Monday...hope you had a good weekend!
Let me know if the water delivery will be coming...we'll watch for him.
Thanks,
Chris

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 4:23 PM
To: McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>
Subject: RE: Your water guy came?

I'll call them again on Monday.

From: McLaren, Chris PREM:EX
Sent: March 15, 2019 4:03 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Your water guy came?

He has not come back...guess he will be making a trip on Monday??
Chris

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 3:29 PM
To: McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>
Subject: RE: Your water guy came?

They are asking him to come back.

From: McLaren, Chris PREM:EX
Sent: March 15, 2019 3:18 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Your water guy came?

s.15

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 3:18 PM
To: McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>
Subject: RE: Your water guy came?

What is your room number

From: McLaren, Chris PREM:EX
Sent: March 15, 2019 3:05 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Your water guy came?

Yes, thank you!
No one knocked or tried to come in...I don't think he knows where we are...
Jon says he has not seen him for a while..
C

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 3:05 PM
To: McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>
Subject: RE: Your water guy came?

He told me he was just there and he left. I'll call the water company. He'll have to come back.

From: McLaren, Chris PREM:EX
Sent: March 15, 2019 3:03 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Your water guy came?

He doesn't know where we are!!
Can you let him know please

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 3:02 PM
To: McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>
Subject: RE: Your water guy came?

He said he was just there.

From: McLaren, Chris PREM:EX
Sent: March 15, 2019 3:01 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Your water guy came?

No and we have 5 empty cannisters.
Did he come to you?
C

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 3:00 PM
To: McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>
Subject: Your water guy came?



Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 18, 2019 10:20 AM
To: Farmer, Susan PREM:EX
Subject: RE: Letter for Finance

Thank you Susan!

From: Farmer, Susan PREM:EX
Sent: March 18, 2019 10:16 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Letter for Finance

Will do :)

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

From: "Parkinson, Elizabeth PREM:EX" <Elizabeth.Parkinson@gov.bc.ca>
Date: 2019-03-18 10:14 AM (GMT-08:00)
To: "Farmer, Susan PREM:EX" <Susan.Farmer@gov.bc.ca>
Subject: Letter for Finance

Hi Susan,

Some time before the end of the month could you please do a current copy of the letter from the Premier stating staff who travel with him are excluded from the cap on accommodation? You've done up one a year for the past 2 years.

Thanks,



Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier
*Direct: 778-974-6082
Reception: 250-387-1715
E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 18, 2019 10:22 AM
To: Dewar, Bob PREM:EX
Subject: March work

Hi Bob,

You will be charging \$9,000 for the March work, correct? Just making sure we have the money in the right place.

Thanks,



Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 18, 2019 10:29 AM
To: Brown, Evan PREM:EX
Subject: Per diems?

Hola Evan,

Donde sta mi per diems?



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 18, 2019 11:37 AM
To: Banister, Lori FIN:EX
Subject: RE: will you enter FW: Contract Modification for Natasha Heughan Tony

No problem. I'll check with her or Rebeca.

From: Banister, Lori FIN:EX
Sent: March 18, 2019 11:36 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: will you enter FW: Contract Modification for Natasha Heughan Tony

Yikes, I don't do the entries.... I'm not familiar with the people in your office so can only say I know of Alison Wensink as a good point person – hopefully she can tell you who would do the entries for your area. Lori

Lori Banister | Procurement Specialist | Corporate Services Division | Ministry of Finance
Ph: 778-698-3049 | *e:* Lori.Banister@gov.bc.ca | *m:* 3rd Floor – 617 Government St., Victoria BC V8W 9V1

From: Parkinson, Elizabeth PREM:EX
Sent: March 18, 2019 10:48 AM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: will you enter FW: Contract Modification for Natasha Heughan Tony

Hi Lori,

I can, but would you mind sending the instructions as I've only done it once before? It'll be good practice.

From: Banister, Lori FIN:EX
Sent: March 18, 2019 10:44 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: will you enter FW: Contract Modification for Natasha Heughan Tony

Hi Elizabeth, will you be entering Natasha Heughan Tony's recent contract modification to the system? Lori

Lori Banister | Procurement Specialist | Corporate Services Division | Ministry of Finance
Ph: 778-698-3049 | *e:* Lori.Banister@gov.bc.ca | *m:* 3rd Floor – 617 Government St., Victoria BC V8W 9V1

From: Poldrugovac, Saija FIN:EX
Sent: March 18, 2019 7:00 AM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Cc: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: FW: Contract Modification for Natasha Heughan Tony

Over to you.
~S

From: Parkinson, Elizabeth PREM:EX
Sent: March 15, 2019 5:03 PM
To: Poldrugovac, Saija FIN:EX
Subject: Contract Modification for Natasha Heughan Tony

Hi Saija,

Please find attached the Service contract checklist and the GSA Modification 1 for Natasha Heughan Tony. I will be imputing it on Monday.

Thanks,



Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 18, 2019 12:09 PM
To: Geary, Vanessa PREM:EX
Subject: RE: March work

Hi Vanessa,

Bob will be billing \$9,000. We have \$9,400 left in Fees, so we should be ok.

Elizabeth

From: Geary, Vanessa PREM:EX
Sent: March 18, 2019 9:13 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Fwd: March work

Hi - would you please work this out to see if we need to move \$5k from expenses. Thank you!

Sent from my iPhone

Begin forwarded message:

From: Bob Dewar ^{s.22}
Date: March 18, 2019 at 9:03:00 AM PDT
To: <vanessa.geary@gov.bc.ca>
Subject: March work

Hi Vanessa,

I will be charging two weeks plus a day for March. I also have a flight on March 24th.

Thanks,
Bob

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 18, 2019 12:28 PM
To: Privett, Don PREM:EX
Subject: RE: Visitor Access to the PO

From: Privett, Don PREM:EX
Sent: March 18, 2019 12:16 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Visitor Access to the PO

Hi Kelly,
s.15

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 18, 2019 12:45 PM
To: Privett, Don PREM:EX
Subject: RE: Visitor Access to the PO

Looks good

From: Privett, Don PREM:EX
Sent: March 18, 2019 12:39 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Visitor Access to the PO

Hi Kelly,
s.15

Page 015 of 314

Withheld pursuant to/removed as

s.22

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 18, 2019 3:44 PM
To: 'Trudy Amos'
Subject: RE: Invoice s.22

Thank you Trudy, I am putting your invoice in for payment today.

Best,

Elizabeth

From: Trudy Amos <ar@alkanair.com>
Sent: March 18, 2019 2:56 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Invoice s.22

Good afternoon,

Please see attached invoice s.22 . If you have any questions or concerns please contact me.

Thank you,

Trudy

Alkan Air Ltd.
Accounting Department
105 Lodestar Lane
Whitehorse, YT
Y1A 6E6

Phone: 867-668-2107
Fax: 867-667-6117



Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 18, 2019 3:44 PM
To: Banister, Lori FIN:EX
Subject: RE: Bob Dewar Consulting

Are you going to re-send Lori?

From: Banister, Lori FIN:EX
Sent: March 18, 2019 2:16 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Bob Dewar Consulting

Hi, did you just receive my response to this note.... It's not appearing in my sent items. Lori

Lori Banister | Procurement Specialist | Corporate Services Division | Ministry of Finance
Ph: 778-698-3049 | e: Lori.Banister@gov.bc.ca | m: 3rd Floor – 617 Government St., Victoria BC V8W 9V1

From: Parkinson, Elizabeth PREM:EX
Sent: March 18, 2019 2:06 PM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: Bob Dewar Consulting

Hi Lori,

Bob will be billing \$9,000 for the month of March and I show \$9,400 in Fees. So we will not move the \$5,000 we were speaking about a few weeks ago as it looks like we have enough to cover this year.

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 18, 2019 3:45 PM
To: Holmwood, Jen PREM:EX
Subject: New business cards

Hi Jen,

Your new business cards are here.

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 18, 2019 4:03 PM
To: Banister, Lori FIN:EX
Subject: RE: Bob Dewar Consulting

Thank you Lori.

From: Banister, Lori FIN:EX
Sent: March 18, 2019 3:54 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Bob Dewar Consulting

Ok, we can leave everything as is then, thanks. L

From: Parkinson, Elizabeth PREM:EX
Sent: March 18, 2019 3:49 PM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Bob Dewar Consulting

Hi Lori,

There is \$9,400 in Fees and Bob will be billing \$9,000. So looks like we're ok and won't need to move the \$5,000.

Elizabeth

From: Banister, Lori FIN:EX
Sent: March 18, 2019 3:47 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Bob Dewar Consulting

Hi, are there enough funds to pay him if we leave the funds as they are now, or do we need to switch them back? Lori

From: Parkinson, Elizabeth PREM:EX
Sent: March 18, 2019 2:19 PM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Bob Dewar Consulting

No, I didn't receive a response Lori.

From: Banister, Lori FIN:EX
Sent: March 18, 2019 2:16 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Bob Dewar Consulting

Hi, did you just receive my response to this note.... It's not appearing in my sent items. Lori

Lori Banister | Procurement Specialist | Corporate Services Division | Ministry of Finance

From: Parkinson, Elizabeth PREM:EX
Sent: March 18, 2019 2:06 PM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: Bob Dewar Consulting

Hi Lori,

Bob will be billing \$9,000 for the month of March and I show \$9,400 in Fees. So we will not move the \$5,000 we were speaking about a few weeks ago as it looks like we have enough to cover this year.

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 18, 2019 4:45 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Geoff Meggs, TV#E130843
Attachments: Scan_20190318.pdf

From: s.15..... <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 18, 2019 4:32 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 18, 2019 4:46 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Geoff Meggs, TV #E130842
Attachments: Scan_20190318.pdf

From: s.15..... <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 18, 2019 4:33 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 18, 2019 4:52 PM
To: s.15; s.22
Cc: s.15; s.22
Subject: FW: Important update from Helijet!

CONSTRUCTION>>>

From: Passenger Services <PassengerServices@helijet.com>
Sent: March 18, 2019 4:48 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Important update from Helijet!



This is an important update from Helijet.

Hello,

Due to the road construction on Dallas Road, please allow for extra time to get to our terminal in Victoria. For more information, please call 1 800 665 4354.

Thank You,

Helijet Passenger Services

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

Customer Information

Account

Customer #	s.22
Name	Evan Brown
Company	Office Of The Premier

Advisory

Hello,

Due to the road construction on Dallas Road, please allow for extra time to get to our terminal in Victoria. For more information, please call 1 800 665 4354.

Thank You,

Helijet Passenger Services

Booking s.22

Tuesday, March 19, 2019

714

11:00 Victoria Harbour (Downtown)

11:35 Vancouver Harbour (Downtown)

35 minutes

Confirmed

1 Passengers - Full-Fare

· **Evan Brown, Male**

[Add to Calendar](#)

Helijet fares are fully Changeable / Refundable up to 5pm the day prior to departure.

After 5pm all next-day travel is non-refundable and only changeable for same-day travel. Any cancellations will result in a non-refundable cancellation fee equal to the value of the one-way travel.

Failure to change 1 hour prior or check-in 20 minutes prior to departure will also result in the cancellation of any onward and/or return reservations (additional cancellation fees may apply)

Login to your account at helijet.com

Thank you again for choosing to fly with Helijet.

passengerservices@helijet.com

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 18, 2019 4:54 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Geoff Meggs: TV#E130838
Attachments: Scan_20190318.pdf

From: s.15..... <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 18, 2019 4:34 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 18, 2019 4:56 PM
To: Dixon, Olivia PREM:EX
Subject: RE: Alkan Air Invoice, March 16

Thanks Olivia. No, if she is coming here on Wednesday I will catch her here.:-)
Thanks!

From: Dixon, Olivia PREM:EX
Sent: March 18, 2019 4:55 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Alkan Air Invoice, March 16

Hi Elizabeth!

s.22 when she will be in Victoria for the day. Would you like me to pass this
email on to her the next time she is in?

Warmest regards,

Olivia Dixon | Administrative Assistant
Vancouver Cabinet Office | Office of the Premier
O: 604-398-5779 | **B:** 604-775-1600 | **E:** Olivia.Dixon@gov.bc.ca

This message and its contents are confidential. If you received this message in error, do not distribute, use, or rely upon it. Instead, please inform the sender and then delete it. Thank you.

From: Parkinson, Elizabeth PREM:EX
Sent: March 18, 2019 4:51 PM
To: Dixon, Olivia PREM:EX <Olivia.Dixon@gov.bc.ca>
Subject: Alkan Air Invoice, March 16

Hi Vanessa,

Attached is the invoice from Alkan Air for their charter to Smithers return on March 16th. The fees will be split as below. Saija will be JV'ing the funds from MIRR.

MIRR	\$3,569.76
OOP	\$5788.80
s.15	\$1447.20

Elizabeth

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 18, 2019 4:33 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 18, 2019 5:03 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Evan Brown, TV#E130832
Attachments: Scan_20190318.pdf

From: s.15..... <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 18, 2019 4:35 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 18, 2019 5:04 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Evan Brown, TV#E130831
Attachments: Scan_20190318.pdf

From: s.15..... <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 18, 2019 4:35 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 18, 2019 8:08 PM
To: Geary, Vanessa PREM:EX
Subject: Re: Korean Round Table, March 19

Will do Vanessa.

Sent from my iPhone

On Mar 18, 2019, at 7:48 PM, Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca> wrote:

Yes approved.
Elizabeth, please work with Marlene to cover cost.
Thanks Vanessa

Sent from my iPhone

On Mar 18, 2019, at 5:10 PM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Hi Vanessa,

Marlene Behrens just contacted Amber and I in a bit of a panic realising that she wasn't sure how to pay for this round table tomorrow. I guess she doesn't yet have your approval yet too?

Can I go ahead and pay for the luncheon at roughly \$22 per person or less for the attached 9 journalists and our staff in attendance? The Premier arrives at 12:30, so if approved I will contact the restaurant in the am and make the arrangements. It is being held at s.15

Thanks,

<image003.png>

Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

CONFIDENTIALITY NOTICE: The above message contains confidential information intended for a specified individual and purpose. The information is private and protected by law. Any copying or disclosure of this transmission by anyone other than the intended recipient is prohibited. If you are not the intended recipient, please notify the sender immediately and delete this message and any attachments from your system. Thank you.

<CM PJH Korean Media Roundtable 19Mar2019_Guest List.docx>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 18, 2019 8:11 PM
To: Troy MacDonald
Subject: Re: Helijet

Thank you Troy. Please pass on my comments about your staff. They are wonderful to work with; you have a great team!

Elizabeth

Sent from my iPhone

On Mar 18, 2019, at 5:26 PM, Troy MacDonald <tmacdonald@helijet.com> wrote:

Thank you Elizabeth,

Really appreciate you do with our team and all the best s.22

Best,

Troy

Troy MacDonald, Director of Sales

Helijet International

Cell: 250-889-6851

tmacdonald@helijet.com

<Outlook-1493162513.png>

From: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 18, 2019 3:42:27 PM
To: Troy MacDonald
Subject: RE: Helijet

Thank you so much for your kind invitation Troy. I would have loved the opportunity to meet the wonderful people I chat with in your office, sometimes several times a day, s.22

Elizabeth

From: Troy MacDonald <tmacdonald@helijet.com>
Sent: March 18, 2019 3:05 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Helijet

Hello Elizabeth,

s.22

Best,

Troy

Troy MacDonald, Director of Sales

Helijet International

Cell: 250-889-6851

tmacdonald@helijet.com

<image001.png>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 9:06 AM
To: Poldrugovac, Saija FIN:EX
Subject: FW: Scan From <Device Name>
Attachments: Scan_20190319.pdf

From: s.15..... <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 19, 2019 9:05 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 9:06 AM
To: Poldrugovac, Saija FIN:EX
Subject: RE: PLEASE READ: Fiscal Year End Due Date

Just sent.

From: Poldrugovac, Saija FIN:EX
Sent: March 19, 2019 8:57 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: PLEASE READ: Fiscal Year End Due Date

Can you forward it to me again? I don't see it anywhere.
Sorry!
~S

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 8:54 AM
To: Poldrugovac, Saija FIN:EX
Subject: RE: PLEASE READ: Fiscal Year End Due Date

Hi Saija,

Evan and Sheena's travel Authorizations were scanned to you last week. I will remind everyone else to approve their travel.

Elizabeth

From: Poldrugovac, Saija FIN:EX
Sent: March 19, 2019 7:45 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: PLEASE READ: Fiscal Year End Due Date
Importance: High

Good Morning,

Just a friendly reminder that the deadline to get all fiscal 2018/19 **invoices and travel vouchers** (including electronic receipt packages) to us is **no later than March 20th @ 4:30p.**

Anything received late or incomplete will be processed in next fiscal year. I've attached a copy of Cindy's email with Fiscal Year End instructions that was sent out to you in January.

Below is a list of items that I'm waiting on.

Thanks!
~Saija



From: McKinstry, Cindy D FIN:EX
Sent: January 31, 2019 12:19 PM
To: LP Administrative Coordinators; LP Support Staff
Cc: LP Senior Ministerial Assistants; LP Ministerial Assistants; LP Executive Assistants; Poldrugovac, Saija FIN:EX; Janke, Debra FIN:EX; Laird, Patricia FIN:EX
Subject: MOSS Fiscal Year End 2018/19
Importance: High

To: Administrative Coordinators and Support Staff

Enclosed please find a document that contains the deadlines for submitting transactions for Fiscal Year End. Please read and if you have any questions contact your Executive Financial Clerk for clarification. We are hoping to attend a group meeting in February and can address any outstanding issues at that time.

Thanks,
Cindy McKinstry
Administrator, Financial Operations
Corporate Financial and Facilities Services Branch
Ministry of Finance
Phone: (778) 698-8594 **Cell:** (250) 508-2096 **Fax:** (250) 356-7326

E-mail: Cindy.McKinstry@gov.bc.ca

Website: <http://gwww.fin.gov.bc.ca/>

Serving the Ministries of Finance, the Office of the Premier, all Minister's Offices and various other entities

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 9:11 AM
To: Poldrugovac, Saija FIN:EX
Subject: RE: Premier Horgan, TV#E130261

Thank you Saija!

From: Poldrugovac, Saija FIN:EX
Sent: March 18, 2019 8:32 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Premier Horgan, TV#E130261

Hi Elizabeth,
A small change to this one. The hotel rate in Montreal was \$189.22 not \$189.33. I've updated the claim and new total is \$1041.58.
Thanks!
~S

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 2:39 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Premier Horgan, TV#E130261

From: s.15 | <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 13, 2019 1:00 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 9:29 AM
To: Parkinson, Elizabeth PREM:EX
Attachments: IMG_0075.PNG; ATT00001.txt

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 9:30 AM
To: Parkinson, Elizabeth PREM:EX
Attachments: IMG_0076.PNG; ATT00001.txt

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 9:46 AM
To: Poldrugovac, Saija FIN:EX
Subject: RE: Sage Aaron, TV#E130772

I've already asked for it. 😊

From: Poldrugovac, Saija FIN:EX
Sent: March 19, 2019 9:44 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Sage Aaron, TV#E130772

I'll take it off.

No rush on the accommodation approval. I'll process the claim today and add it once it's received. Next week is fine as well.

~S

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 9:43 AM
To: Poldrugovac, Saija FIN:EX
Subject: RE: Sage Aaron, TV#E130772

Thanks for catching this Saija. Geoff is on Mayne but will send his approval on a scanned copy I hope today for the accommodation. Sage says the s.15 receipt is food. Can we just pull it out?

From: Poldrugovac, Saija FIN:EX
Sent: March 19, 2019 8:53 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Sage Aaron, TV#E130772

Hey!

A few items for this claim,

The s.15 hotel isn't on the approved CSA list. I checked past claims and it looks like the Premier didn't stay there. Can you please have the hotel folio approved and set back.

Also the Cab receipt from Nov 16th is from the hotel. Can you confirm with Sage that this is for a cab ride?

Thanks so much!

~S

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 3:41 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Sage Aaron, TV#E130772

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 13, 2019 1:06 PM

To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>

Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 12:05 PM
To: Behrens, Marlene GCPE:EX
Subject: RE: Attendees for Korean lunch tomorrow

Perfect. I'll call right now.

From: Behrens, Marlene GCPE:EX
Sent: March 19, 2019 12:04 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Attendees for Korean lunch tomorrow

Hi,

Thanks, I'll get the final bill and send over to you. They're here now and we've ordered; she said to just call and the person who answers can help you. I've let them know you'll be calling.

Thanks,

Marlene

On Mar 19, 2019, at 11:29 AM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Thanks for the update Marlene. I've been trying every 30 minutes. Yes, \$22 per person before tip. Tip cannot be more than 15% of total. Can you please send me the menu that is finalized? When someone arrives I can call in my purchasing card for payment if you can send me a contact name.

Thanks,

Elizabeth

From: Behrens, Marlene GCPE:EX
Sent: March 19, 2019 11:25 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Attendees for Korean lunch tomorrow

Just got here and they're not open yet but I have a menu. Wanted to confirm that budget is a go for \$22 pp? Is that pre or post tip and tax?

Thanks!

On Mar 19, 2019, at 9:10 AM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

No problem. I'll keep trying to get hold of a staff member.

From: Behrens, Marlene GCPE:EX
Sent: March 19, 2019 9:09 AM

To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>

Subject: RE: Attendees for Korean lunch tomorrow

No, just the main line. I don't think they open until 11.

Sorry this has been all over the place! Withs.22 and me taking it over yesterday there's been a lot of confusion. I appreciate your patience.

From: Parkinson, Elizabeth PREM:EX

Sent: March 19, 2019 9:08 AM

To: Behrens, Marlene GCPE:EX <Marlene.Behrens@gov.bc.ca>

Subject: RE: Attendees for Korean lunch tomorrow

There's no answer at the restaurant. Do you happen to have a staff number?

From: Behrens, Marlene GCPE:EX

Sent: March 19, 2019 9:07 AM

To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>

Subject: RE: Attendees for Korean lunch tomorrow

I would say 13, knowing PJH likely won't eat but we should have food for him. Evan can pack it up for the car.

Thanks,

M

From: Parkinson, Elizabeth PREM:EX

Sent: March 19, 2019 9:06 AM

To: Behrens, Marlene GCPE:EX <Marlene.Behrens@gov.bc.ca>

Subject: RE: Attendees for Korean lunch tomorrow

So 12 people in total eating?

From: Behrens, Marlene GCPE:EX

Sent: March 19, 2019 8:58 AM

To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>

Subject: RE: Attendees for Korean lunch tomorrow

Assuming there are two with PJH, three. There are two of us from GCPE there. But I likely won't eat, as I'll be leaving early.

From: Parkinson, Elizabeth PREM:EX

Sent: March 19, 2019 8:48 AM

To: Behrens, Marlene GCPE:EX <Marlene.Behrens@gov.bc.ca>

Subject: RE: Attendees for Korean lunch tomorrow

Hi Marlene,

Do you have a rough idea of the number of staff joining this group ?

Elizabeth

From: Behrens, Marlene GCPE:EX

Sent: March 18, 2019 5:03 PM

To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>

Subject: Attendees for Korean lunch tomorrow

Thank you!

Marlene Behrens

Event Coordinator

Government Communications and Public Engagement

Marlene.Behrens@gov.bc.ca

778-584-1253

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 12:30 PM
To: Behrens, Marlene GCPE:EX
Subject: RE: Attendees for Korean lunch tomorrow

Yes, please give the hard copy to Evan to bring back 😊

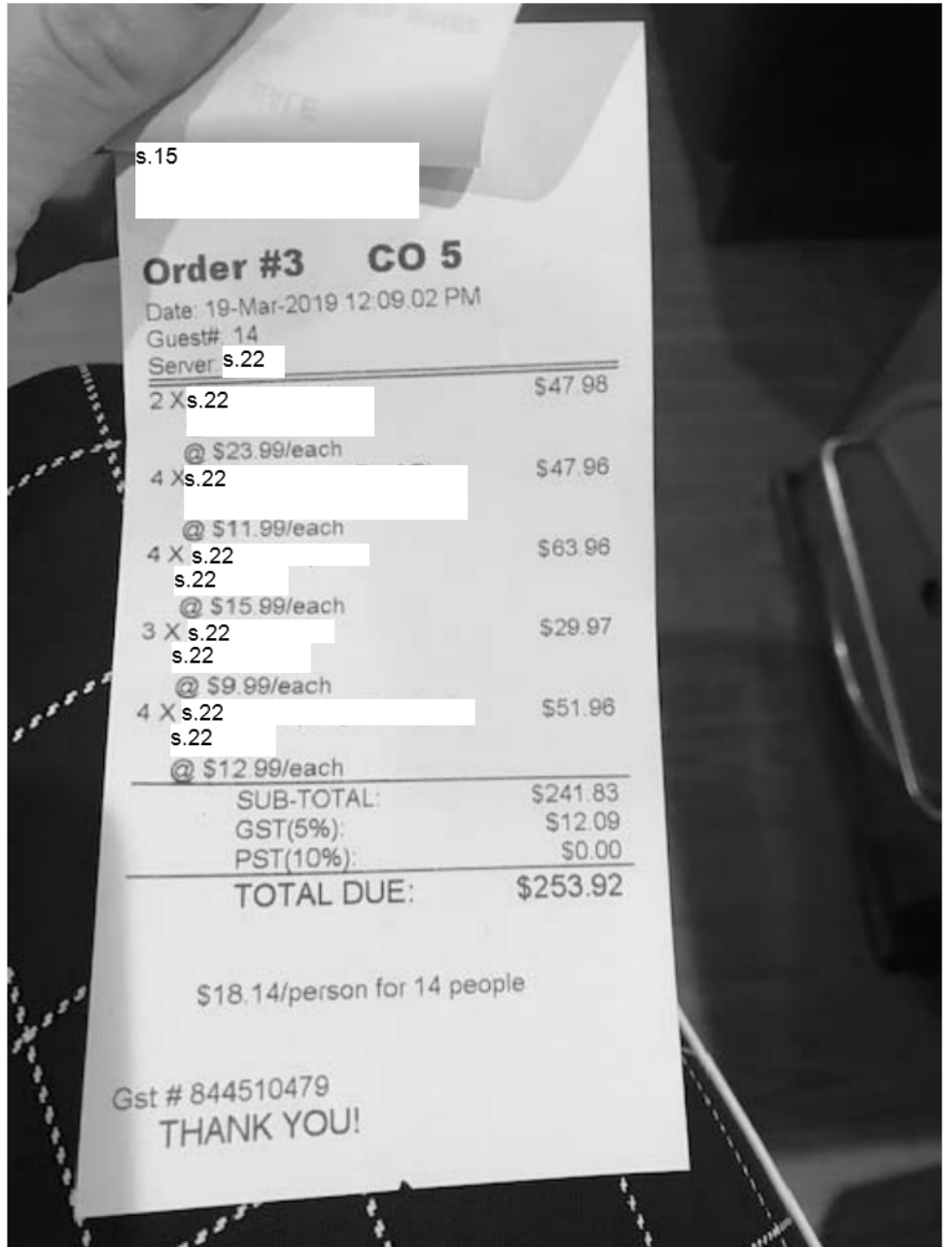
From: Behrens, Marlene GCPE:EX
Sent: March 19, 2019 12:15 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Attendees for Korean lunch tomorrow

Receipts attached. I can scan and send or give a hard copy to Evan, but I've attached a photo in case you need the info now.

Thanks,

Marlene





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Thanks,

Marlene

On Mar 19, 2019, at 11:29 AM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

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that is finalized? When someone arrives I can call in my purchasing card for payment if you can send me a contact name.

Thanks,

Elizabeth

From: Behrens, Marlene GCPE:EX
Sent: March 19, 2019 11:25 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Attendees for Korean lunch tomorrow

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Thanks!

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I would say 13, knowing PJH likely won't eat but we should have food for him. Evan can pack it up for the car.

Thanks,

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From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 9:06 AM
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Subject: RE: Attendees for Korean lunch tomorrow

So 12 people in total eating?

From: Behrens, Marlene GCPE:EX
Sent: March 19, 2019 8:58 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Attendees for Korean lunch tomorrow

Assuming there are two with PJH, three. There are two of us from GCPE there. But I likely won't eat, as I'll be leaving early.

From: Parkinson, Elizabeth PREM:EX
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Hi Marlene,

Do you have a rough idea of the number of staff joining this group ?

Elizabeth

From: Behrens, Marlene GCPE:EX
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Thank you!

Marlene Behrens
Event Coordinator
Government Communications and Public Engagement
Marlene.Behrens@gov.bc.ca
778-584-1253

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 1:38 PM
To: Brown, Evan PREM:EX
Subject: FW: Attendees for Korean lunch tomorrow

FYI- Don't claim a lunch per diem.

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 1:36 PM
To: Behrens, Marlene GCPE:EX <Marlene.Behrens@gov.bc.ca>
Subject: RE: Attendees for Korean lunch tomorrow

Yes, but nowhere to sign. She asked for a signed copy returned to her but she didn't send it to me... Evan can just not claim lunch per diem. It's all good.

From: Behrens, Marlene GCPE:EX
Sent: March 19, 2019 12:39 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Attendees for Korean lunch tomorrow

The final attached has that amount on it, is that not right?

On Mar 19, 2019, at 12:21 PM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

The woman I spoke with included the tip, bringing the total to \$292.01 and was going to send it to me but hasn't. Can you get a picture of that final and I will sign and scan back to you for her?

From: Behrens, Marlene GCPE:EX
Sent: March 19, 2019 12:15 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Attendees for Korean lunch tomorrow

Receipts attached. I can scan and send or give a hard copy to Evan, but I've attached a photo in case you need the info now.

Thanks,

Marlene <image001.jpg>
<image002.jpg>

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Perfect. I'll call right now.

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Shortt, Amanda PREM:EX

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Subject: FW: Attendees for Korean lunch tomorrow

Now I'm confused. See what Marlene says below.

From: Behrens, Marlene GCPE:EX
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To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Attendees for Korean lunch tomorrow

Sorry again. The additional dish is for Evan, is it easier if he just pays for it himself?

Sorry, not sure how this got complicated.

On Mar 19, 2019, at 1:05 PM, Behrens, Marlene GCPE:EX <Marlene.Behrens@gov.bc.ca> wrote:

Hi,

I just left for my next event, but they added to the order. Are you able to call back for payment on the remainder?

Thank you,

Marlene

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Yes, please give the hard copy to Evan to bring back 😊

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Do you have a rough idea of the number of staff joining this group ?

Elizabeth

From: Behrens, Marlene GCPE:EX
Sent: March 18, 2019 5:03 PM
To: Parkinson, Elizabeth PREM:EX
<Elizabeth.Parkinson@gov.bc.ca>
Subject: Attendees for Korean lunch tomorrow

Thank you!

Marlene Behrens
Event Coordinator
Government Communications and Public Engagement
Marlene.Behrens@gov.bc.ca
778-584-1253

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 1:43 PM
To: Poldrugovac, Saija FIN:EX
Subject: RE: Is E-Forms down?

Thanks Saija. I'll let him know. He's trying to approve travel.

From: Poldrugovac, Saija FIN:EX
Sent: March 19, 2019 1:42 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Is E-Forms down?

Could just be having a moment...
Is he using VPN? If that isn't working, he might need to contact the Tech guys....

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 1:40 PM
To: Poldrugovac, Saija FIN:EX
Subject: RE: Is E-Forms down?

He's on the road, yes.

From: Poldrugovac, Saija FIN:EX
Sent: March 19, 2019 1:38 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Is E-Forms down?

I'm in right now....
Is he on a computer and using iExplorer?
~S

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 1:33 PM
To: Poldrugovac, Saija FIN:EX
Subject: Is E-Forms down?

Hi Saija,

Evan says he can't get in. Is there anything going on?

8. WASH STATE HISTORICAL SOCIETY

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 1:43 PM
To: Behrens, Marlene GCPE:EX
Subject: RE: Attendees for Korean lunch tomorrow

Perfect. Thanks Marlene.

From: Behrens, Marlene GCPE:EX
Sent: March 19, 2019 1:43 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Attendees for Korean lunch tomorrow

He did. And the restaurant is all good too, they didn't need a signature.

Thank you again!

Marlene

On Mar 19, 2019, at 1:41 PM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Evan says he paid for his lunch himself, correct?

From: Behrens, Marlene GCPE:EX
Sent: March 19, 2019 1:05 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Attendees for Korean lunch tomorrow

Hi,

I just left for my next event, but they added to the order. Are you able to call back for payment on the remainder?

Thank you,

Marlene

On Mar 19, 2019, at 12:29 PM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Yes, please give the hard copy to Evan to bring back 😊

From: Behrens, Marlene GCPE:EX
Sent: March 19, 2019 12:15 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Attendees for Korean lunch tomorrow

Receipts attached. I can scan and send or give a hard copy to Evan, but I've attached a photo in case you need the info now.

Thanks,

Marlene <image001.jpg>
<image002.jpg>

On Mar 19, 2019, at 12:04 PM, Parkinson, Elizabeth PREM:EX
<Elizabeth.Parkinson@gov.bc.ca> wrote:

Perfect. I'll call right now.

From: Behrens, Marlene GCPE:EX
Sent: March 19, 2019 12:04 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Attendees for Korean lunch tomorrow

Hi,

Thanks, I'll get the final bill and send over to you. They're here now and we've ordered; she said to just call and the person who answers can help you. I've let them know you'll be calling.

Thanks,

Marlene

On Mar 19, 2019, at 11:29 AM, Parkinson, Elizabeth PREM:EX
<Elizabeth.Parkinson@gov.bc.ca> wrote:

Thanks for the update Marlene. I've been trying every 30 minutes. Yes, \$22 per person before tip. Tip cannot be more than 15% of total. Can you please send me the menu that is finalized? When someone arrives I can call in my purchasing card for payment if you can send me a contact name.

Thanks,

Elizabeth

From: Behrens, Marlene GCPE:EX
Sent: March 19, 2019 11:25 AM
To: Parkinson, Elizabeth PREM:EX
<Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Attendees for Korean lunch tomorrow

Just got here and they're not open yet but I have a menu. Wanted to confirm that budget is a go for \$22 pp? Is that pre or post tip and tax?

Thanks!

On Mar 19, 2019, at 9:10 AM, Parkinson, Elizabeth
PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

No problem. I'll keep trying to get hold
of a staff member.

From: Behrens, Marlene GCPE:EX
Sent: March 19, 2019 9:09 AM
To: Parkinson, Elizabeth PREM:EX
<Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Attendees for Korean
lunch tomorrow

No, just the main line. I don't think they
open until 11.

Sorry this has been all over the place!
With s.22 and me taking it over
yesterday there's been a lot of
confusion. I appreciate your patience.

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 9:08 AM
To: Behrens, Marlene GCPE:EX
<Marlene.Behrens@gov.bc.ca>
Subject: RE: Attendees for Korean
lunch tomorrow

There's no answer at the
restaurant. Do you happen to have a
staff number?

From: Behrens, Marlene GCPE:EX
Sent: March 19, 2019 9:07 AM
To: Parkinson, Elizabeth PREM:EX
<Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Attendees for Korean
lunch tomorrow

I would say 13, knowing PJH likely
won't eat but we should have food for
him. Evan can pack it up for the car.

Thanks,

M

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 9:06 AM
To: Behrens, Marlene GCPE:EX

<Marlene.Behrens@gov.bc.ca>

Subject: RE: Attendees for Korean lunch tomorrow

So 12 people in total eating?

From: Behrens, Marlene GCPE:EX
Sent: March 19, 2019 8:58 AM
To: Parkinson, Elizabeth PREM:EX
<Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Attendees for Korean lunch tomorrow

Assuming there are two with PJH, three. There are two of us from GCPE there. But I likely won't eat, as I'll be leaving early.

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 8:48 AM
To: Behrens, Marlene GCPE:EX
<Marlene.Behrens@gov.bc.ca>
Subject: RE: Attendees for Korean lunch tomorrow

Hi Marlene,

Do you have a rough idea of the number of staff joining this group ?

Elizabeth

From: Behrens, Marlene GCPE:EX
Sent: March 18, 2019 5:03 PM
To: Parkinson, Elizabeth PREM:EX
<Elizabeth.Parkinson@gov.bc.ca>
Subject: Attendees for Korean lunch tomorrow

Thank you!

Marlene Behrens
Event Coordinator
Government Communications and Public Engagement
Marlene.Behrens@gov.bc.ca
778-584-1253

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 1:45 PM
To: Poldrugovac, Saija FIN:EX
Subject: RE: Hotel Rate approval



From: Poldrugovac, Saija FIN:EX
Sent: March 19, 2019 1:45 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Hotel Rate approval

Yes that will do this time. Thanks!
~S

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 1:44 PM
To: Poldrugovac, Saija FIN:EX
Subject: FW: Hotel Rate approval

Will this work as approval Saija?

Elizabeth

From: Wade, Debbie PREM:EX
Sent: March 19, 2019 1:42 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: FW: Hotel Rate approval

Here is email with Geoff's approval.
Thanks!

*Debbie Wade
Executive Coordinator to Geoff Meggs - Chief of Staff
and Amber Hockin - Deputy Chief of Staff
Office of the Premier
778-974-6075*

From: Meggs, Geoff PREM:EX
Sent: Tuesday, March 19, 2019 1:37 PM

To: Wade, Debbie PREM:EX <Debbie.Wade@gov.bc.ca>

Subject: Re: Hotel Rate approval

Thanks Debbie, this is approved

Geoff

Sent from my iPhone

On Mar 19, 2019, at 11:28 AM, Wade, Debbie PREM:EX <Debbie.Wade@gov.bc.ca> wrote:

Hi Geoff;

At your convenience (before tomorrow 😊) could you please approve the attached Hotel Rate for Sage Aaron, with a return email saying approved.

Thanks!

Debbie Wade
Executive Coordinator to Geoff Meggs - Chief of Staff
and Amber Hockin - Deputy Chief of Staff
Office of the Premier
778-974-6075

<Scan_20190319.pdf>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 1:47 PM
To: Brown, Evan PREM:EX
Subject: RE: Is E-Forms down?

OK. And Marlene confused me with a second email saying the restaurant was charging a meal for you to the Pcard, but it's all sorted. I see you paid on your card.

From: Brown, Evan PREM:EX
Sent: March 19, 2019 1:44 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Is E-Forms down?

I was using VPN, I'll try again in a bit though.

Evan Brown, Executive Assistant to the Premier
Office of the Premier | Government of BC |
501 Belleville St, Victoria BC, V8V 2L8 | 250.387.1715

On Mar 19, 2019, at 1:43 PM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

See Saija's suggestions below. 😊

From: Poldrugovac, Saija FIN:EX
Sent: March 19, 2019 1:42 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Is E-Forms down?

Could just be having a moment...
Is he using VPN? If that isn't working, he might need to contact the Tech guys....

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 1:40 PM
To: Poldrugovac, Saija FIN:EX
Subject: RE: Is E-Forms down?

He's on the road, yes.

From: Poldrugovac, Saija FIN:EX
Sent: March 19, 2019 1:38 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Is E-Forms down?

I'm in right now....
Is he on a computer and using iExplorer?

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 1:53 PM
To: Poldrugovac, Saija FIN:EX
Subject: RE: Evan Brown: E130668

OK, Thanks Saija. I'll let Evan know.

From: Poldrugovac, Saija FIN:EX
Sent: March 19, 2019 1:52 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Evan Brown: E130668

Hey! I have to take the incidental off of this claim as staff can only claim per diems if they are travelling more than 32km from their office location. Only exception is if it is a BEA as we have been doing. Premier doesn't fall under this policy though.

~S

From: Parkinson, Elizabeth PREM:EX
Sent: February 25, 2019 4:40 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Evan Brown: E130668

From: s,15..... | <Elizabeth.Parkinson@gov.bc.ca>
Sent: February 25, 2019 4:21 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 2:11 PM
To: Poldrugovac, Saija FIN:EX
Subject: RE: Evan Brown TV #E130790

Sorry, I should have put a note in. Parking is free at Helijet and there's no parking here at the buildings so you will see that again. Next time I will add comments.

From: Poldrugovac, Saija FIN:EX
Sent: March 19, 2019 2:10 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Evan Brown TV #E130790

Ok Thanks! I will make a note of that.
Thanks!

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 2:10 PM
To: Poldrugovac, Saija FIN:EX
Subject: RE: Evan Brown TV #E130790

Hiya Saija,

There were 2 receipts. One coming home from the airport and the other for the cost to pick up his car at Helijet the next morning, on the 11th.

From: Poldrugovac, Saija FIN:EX
Sent: March 19, 2019 2:07 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Evan Brown TV #E130790

Hey,
One of the taxi receipts is from Mar 11th... Do you know if he has another one for the 10th...
~S

From: Parkinson, Elizabeth PREM:EX
Sent: March 13, 2019 3:36 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Evan Brown TV #E130790

From: s.15. <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 13, 2019 1:03 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 3:24 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Sheena McConnell, TV #E130861
Attachments: Scan_20190319.pdf

From: s.15..... <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 19, 2019 3:17 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 3:25 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Evan Brown TV #E130859
Attachments: Scan_20190319.pdf

From: s.15..... <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 19, 2019 3:17 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 3:26 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Evan Brown TV#E130858
Attachments: Scan_20190319.pdf

From: s.15..... <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 19, 2019 3:18 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 3:33 PM
To: McLaren, Chris PREM:EX
Subject: RE: Travel March 21

Hi Chris,

Nothing has changed from what I see. He's departing on the 20th, staying in Kamloops and then returning to Vancouver and flying back to Victoria.

From: McLaren, Chris PREM:EX
Sent: March 19, 2019 3:29 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Travel March 21

Hi Elizabeth,

Wondering if there is a change to March 21 travel and Vancouver accommodation for PJH?

Looks like he will be staying in Vancouver but I don't see that in there.

Can you shed any light on this?

Chris



Christine McLaren, Scheduling Officer
Office of the Premier
778-974-6083

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 3:52 PM
To: Poldrugovac, Saija FIN:EX
Subject: HARBOUR AIR: Turbobucks report
Attachments: Scan_20190319.pdf

Hi Saija,

Attached is the Harbour Air report. Our balance is zero.

Thanks,

Elizabeth

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 19, 2019 3:49 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 4:15 PM
To: Holmwood, Jen PREM:EX
Subject: RE: Outstanding travel claims?

I don't see any claims for you since mid February Jen.

From: Holmwood, Jen PREM:EX
Sent: March 19, 2019 4:12 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Outstanding travel claims?

Just last week's but I'm not sure if Evan submitted it? He had the hotel receipts.

From: Parkinson, Elizabeth PREM:EX
Sent: Tuesday, March 19, 2019 3:58 PM
To: Holmwood, Jen PREM:EX <Jen.Holmwood@gov.bc.ca>
Subject: Outstanding travel claims?

Hi Jen,

Do you have any outstanding travel? Our year end cut-off is tomorrow, so I wanted to double check with you.

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 4:54 PM
To: Geary, Vanessa PREM:EX
Subject: RE: I heard a rumour...

Awesome!! See you in the am.

From: Geary, Vanessa PREM:EX
Sent: March 19, 2019 4:51 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: I heard a rumour...

It's true!! And yes 😊😊

Sent from my iPhone

On Mar 19, 2019, at 4:04 PM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Hi Vanessa,

I heard a rumour you'll be here in Victoria tomorrow. Can you please sign the 5 approvals requiring your signature on my desk? 😊

Thanks,

<image001.png>

Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

Subject: Canceled: Sheena: HELIJET: Vancouver to Victoria (6:45 PM)
Location: Flight# 731

Start: Thu 2019-03-21 6:45 PM
End: Thu 2019-03-21 7:20 PM
Show Time As: Free

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17
Required Attendees McConnell, Sheena PREM:EX

Importance: High

Thursday, March 21, 2019

HELIJET Flight # 731

Depart Vancouver Harbour at 6:45 PM
Arrive Victoria Harbour at 7:20 PM

CONFIRMATIONS: Sheena s.22

Helijet Tel # 1-800-665-4354

Elizabeth-04-03-19

Shortt, Amanda PREM:EX

Subject: Sheena: HELIJET: Vancouver to Victoria (6:45 PM)
Location: Flight# 731

Start: Thu 2019-03-21 6:45 PM
End: Thu 2019-03-21 7:20 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required Attendees McConnell, Sheena PREM:EX

Thursday, March 21, 2019

HELIJET Flight # 731

Depart Vancouver Harbour at 6:45 PM
Arrive Victoria Harbour at 7:20 PM

CONFIRMATIONS: Sheena s.22

Helijet Tel # 1-800-665-4354

Elizabeth-04-03-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 5:00 PM
To: s.15; s.22
Cc:
Subject: C ANCELLATION: March 21 Helijet

From: Passenger Services <PassengerServices@helijet.com>
Sent: March 19, 2019 4:59 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Thank you for choosing to take off with Helijet!



Please review your reservation below.

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

We look forward to welcoming you aboard your flight soon!

Customer Information

Account

Customer #	s.22
Name	s.15
Company	Office Of The Premier

Booking #401536

Thursday, March 21, 2019

Invoice s.22

731

18:45 Vancouver Harbour (Downtown)

19:20 Victoria Harbour (Downtown)

35 minutes

Helijet fares are fully Changeable / Refundable up to 5pm the day prior to departure.

After 5pm all next-day travel is non-refundable and only changeable for same-day travel. Any cancellations will result in a non-refundable cancellation fee equal to the value of the

Cancelled

1 Passengers - Full-Fare

s.15

Male

[Add to Calendar](#)

one-way travel.

Failure to change 1 hour prior or check-in 20 minutes prior to departure will also result in the cancellation of any onward and/or return reservations (additional cancellation fees may apply)

THIS ITINERARY IS YOUR OFFICIAL TRAVEL DOCUMENT, PLEASE READ FULLY

Carriage is subject to applicable tariffs, conditions of carriage and related regulations which are available at the Helijet International administration offices. Carriage here under is subject to the rules and limitations relating to the liability established by the Warsaw Convention.

GST#:

R102320165

Passenger Travel Information:

For detailed Travel Information visit helijet.com or call Helijet Reservations 1.800.665.4354

Payment:

Credit Card is required at time of booking to hold reservations, and will be charged in-full at time of check-in, or if change/cancellation or no-show fee applies.

Passenger Check-in:

Passengers are required to check-in at least 20 minutes prior to scheduled flight departure time. When flight boarding commences, seats will be forfeited & any onward/return flights may be cancelled.

Changes/Cancellations & No Show Penalty:

Unless otherwise stated, all fares may be cancelled, changed and refunded up to 5pm the day prior to departure. All same-day bookings are non-refundable.

After 5pm, all next-day travel is non-refundable and only changeable for same-day travel; a fare upgrade may be required. On the day of travel, changes must be made at least 1 hour prior to departure or the cancellation fee, equal to the value of the one-way travel, will apply. Failure to check in prior to departure will also result in any onward and/or return reservations being cancelled, with any applicable cancellation fees applied.

Terminals:

Helijet scheduled flights operate from four terminals, please ensure you are aware of your flight departure/arrival locations;

Vancouver Harbour Heliport: 455 West Waterfront Road, Vancouver BC (*note: pedestrian access via Waterfront Station requires Compass Card or Fare Payment)

Vancouver International Airport: 5911 Airport Road South, Richmond BC

Victoria Harbour Heliport: 79 Dallas Road, Victoria BC

Nanaimo Harbor Heliport at Nanaimo Cruise Ship Welcome Centre: 100 Port Drive, Nanaimo BC

Parking:

Free Parking (7 days maximum) is included with tickets purchased on Helijet Scheduled Flights. Space may be limited, please observe signage in designated parking areas. Note: some locations are secured after-hours, ask at check-in for information.

Aircraft Type:

Scheduled flights are operated by 12 passenger Sikorsky S-76 helicopters

Travel Documentation:

Government issued Photo ID must be presented at check-in of all flights for all passengers appearing 18 years or over.

Children and Youth travelling unaccompanied must present Government issued ID; birth certificate, passport, driver's license or provincial ID card.

Proof of age must be presented for children who appear to be over 12 years of age and is recommended for youth (13-17 years) travelling with an adult.

Baggage Allowance:

Baggage is limited to 2 pieces per person (including hand baggage) weighing no more than 50lbs total.

Excess baggage will be accepted on a space available basis. No carry-on cabin baggage is allowed.

Please visit <http://www.catsa-acsta.gc.ca/> for information on how to "Pack Smart" and avoid delays

Baggage Liability:

The liability for the loss of and/or the damage to any personal property, including baggage or goods is limited to an amount equal to the value of such baggage or goods, which shall not exceed \$250.00 (CAD) per passenger, unless greater value declared.

Transportation upon arrival:

Helijet is pleased to offer courtesy shuttle van drop off service within the downtown core in Victoria, Vancouver Harbour, and Nanaimo, ask the driver for drop off locations. Taxis & rental cars may also be available, please ask an agent.

Accessibility:

To ensure your travel is possible, passengers with limited mobility and/or special needs must advise Helijet Reservations at 1.800.665.4354

Pets on Helijet:

If you have a Special Assistance Animal please advise Helijet Reservations. Other small pets and animals are not accepted for carriage, please visit our website for restrictions.

Weather Conditions:.

If due to weather conditions the flight is unable to operate Helijet will make every attempt to contact passengers as early as possible via phone numbers and/or email addresses provided.

Reservations:

Reservations are required for all flights and may be booked online at www.helijet.com or by calling 1.800.665.4354 (within North America).

Login to your account at helijet.com

Thank you again for choosing to fly with Helijet.

passengerservices@helijet.com

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 5:22 PM
To: s.15; s.22
Subject: Note: Premier staying in Vancouver overnight, March 21

Hi s.15: ,

Just wanted you to note the change to travel. I'll be inputting the changes tomorrow morning. The premier will be staying at the s.15 and travelling back via Air Canada at around 10:00 (these flights are not yet confirmed)

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 6:40 PM
To: s.15; s.22
Subject: Re: Note: Premier staying in Vancouver overnight, March 21

Will do s.15;
- 00

Sent from my iPhone

On Mar 19, 2019, at 5:48 PM, s.15; s.22 <s.15; s.22> wrote:

Thanks Elizabeth. Can you please let Dan know which flight you'll be booking the Premier on as he will be flying over with him and he will have to book his seat.

s.15; s.22

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

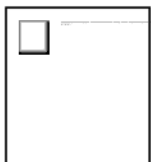
From: "Parkinson, Elizabeth PREM:EX" <Elizabeth.Parkinson@gov.bc.ca>
Date: 2019-03-19 17:22 (GMT-08:00)
To: s.15; s.22
Subject: Note: Premier staying in Vancouver overnight, March 21

>>> "Parkinson, Elizabeth PREM:EX" 03/19/2019 20:22 >>>

His.15;

Just wanted you to note the change to travel. I'll be inputting the changes tomorrow morning. The premier will be staying at the s.15 and travelling back via Air Canada at around 10:00 (these flights are not yet confirmed)

Thanks,



Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier
*Direct: 778-974-6082
Reception: 250-387-1715
E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 8:48 AM
To: Holmwood, Jen PREM:EX
Subject: FW: Thank you for choosing to take off with Helijet!

Hi Jen,

Your flights are booked. I'll send to your calendar.

Elizabeth

From: Passenger Services <PassengerServices@helijet.com>
Sent: March 19, 2019 5:15 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Thank you for choosing to take off with Helijet!



Please review your reservation below.

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

We look forward to welcoming you aboard your flight soon!

Customer Information

Account

Customer #	s.22
Name	Jennifer Holmwood
Company	Bc Government

Booking #407893

Friday, March 22, 2019

714

11:00 Victoria Harbour (Downtown)

Invoice s.22	
FARE-YWH-FULL_Winter2019	\$333.33
+ GST	\$16.67

11:35 Vancouver Harbour (Downtown)

35 minutes

Confirmed

1 Passengers - Full-Fare

· Jennifer Holmwood, Female

[Add to Calendar](#)

Billing	\$333.33
Taxes	\$16.67
Grand Total	\$350.00

Helijet fares are fully Changeable / Refundable up to 5pm the day prior to departure.

After 5pm all next-day travel is non-refundable and only changeable for same-day travel. Any cancellations will result in a non-refundable cancellation fee equal to the value of the one-way travel.

Failure to change 1 hour prior or check-in 20 minutes prior to departure will also result in the cancellation of any onward and/or return reservations
(additional cancellation fees may apply)

Booking #407894

Friday, March 22, 2019

731

18:45 Vancouver Harbour (Downtown)

19:20 Victoria Harbour (Downtown)

35 minutes

Confirmed

1 Passengers - Full-Fare

· Jennifer Holmwood, Female

[Add to Calendar](#)

Invoices.22	
FARE-YWH-FULL_Winter2019	\$333.33
+ GST	\$16.67

Billing	\$333.33
Taxes	\$16.67
Grand Total	\$350.00

Helijet fares are fully Changeable / Refundable up to 5pm the day prior to departure.

After 5pm all next-day travel is non-refundable and only changeable for same-day travel. Any cancellations will result in a non-refundable cancellation fee equal to the value of the one-way travel.

Failure to change 1 hour prior or check-in 20 minutes prior to departure will also result in the cancellation of any onward and/or return reservations
(additional cancellation fees may apply)

THIS ITINERARY IS YOUR OFFICIAL TRAVEL DOCUMENT, PLEASE READ FULLY

Carriage is subject to applicable tariffs, conditions of carriage and related regulations which are available at the Helijet International administration offices. Carriage here under is subject to the rules and limitations relating to the liability established by the Warsaw Convention.

GST#:

R102320165

Passenger Travel Information:

For detailed Travel Information visit helijet.com or call Helijet Reservations 1.800.665.4354

Payment:

Credit Card is required at time of booking to hold reservations, and will be charged in-full at time of check-in, or if change/cancellation or no-show fee applies.

Passenger Check-in:

Passengers are required to check-in at least 20 minutes prior to scheduled flight departure time. When flight boarding commences, seats will be forfeited & any onward/return flights may be cancelled.

Changes/Cancellations & No Show Penalty:

Unless otherwise stated, all fares may be cancelled, changed and refunded up to 5pm the day prior to departure. All same-day bookings are non-refundable.

After 5pm, all next-day travel is non-refundable and only changeable for same-day travel; a fare upgrade may be required. On the day of travel, changes must be made at least 1 hour prior to departure or the cancellation fee, equal to the value of the one-way travel, will apply. Failure to check in prior to departure will also result in any onward and/or return reservations being cancelled, with any applicable cancellation fees applied.

Terminals:

Helijet scheduled flights operate from four terminals, please ensure you are aware of your flight departure/arrival locations;

Vancouver Harbour Heliport: 455 West Waterfront Road, Vancouver BC (*note: pedestrian access via Waterfront Station requires Compass Card or Fare Payment)

Vancouver International Airport: 5911 Airport Road South, Richmond BC

Victoria Harbour Heliport: 79 Dallas Road, Victoria BC

Nanaimo Harbor Heliport at Nanaimo Cruise Ship Welcome Centre: 100 Port Drive, Nanaimo BC

Parking:

Free Parking (7 days maximum) is included with tickets purchased on Helijet Scheduled Flights. Space may be limited, please observe signage in designated parking areas. Note: some locations are secured after-hours, ask at check-in for information.

Aircraft Type:

Scheduled flights are operated by 12 passenger Sikorsky S-76 helicopters

Travel Documentation:

Government issued Photo ID must be presented at check-in of all flights for all passengers appearing 18 years or over.

Children and Youth travelling unaccompanied must present Government issued ID; birth certificate, passport, driver's license or provincial ID card.

Proof of age must be presented for children who appear to be over 12 years of age and is recommended for youth (13-17 years) travelling with an adult.

Baggage Allowance:

Baggage is limited to 2 pieces per person (including hand baggage) weighing no more than 50lbs total.

Excess baggage will be accepted on a space available basis. No carry-on cabin baggage is allowed. Please visit <http://www.catsa-acsta.gc.ca/> for information on how to "Pack Smart" and avoid delays

Baggage Liability:

The liability for the loss of and/or the damage to any personal property, including baggage or goods is limited to an amount equal to the value of such baggage or goods, which shall not exceed \$250.00 (CAD) per passenger, unless greater value declared.

Transportation upon arrival:

Helijet is pleased to offer courtesy shuttle van drop off service within the downtown core in Victoria, Vancouver Harbour, and Nanaimo, ask the driver for drop off locations. Taxis & rental cars may also be available, please ask an agent.

Accessibility:

To ensure your travel is possible, passengers with limited mobility and/or special needs must advise Helijet Reservations at 1.800.665.4354

Pets on Helijet:

If you have a Special Assistance Animal please advise Helijet Reservations. Other small pets and animals are not accepted for carriage, please visit our website for restrictions.

Weather Conditions:.

If due to weather conditions the flight is unable to operate Helijet will make every attempt to contact passengers as early as possible via phone numbers and/or email addresses provided.

Reservations:

Reservations are required for all flights and may be booked online at www.helijet.com or by calling 1.800.665.4354 (within North America).

Login to your account at helijet.com

Thank you again for choosing to fly with Helijet.

passengerservices@helijet.com

Shortt, Amanda PREM:EX

Subject: HELIJET: Victoria to Vancouver (11:00 AM)
Location: Flight # 714

Start: Fri 2019-03-22 11:00 AM
End: Fri 2019-03-22 11:35 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Parkinson, Elizabeth PREM:EX
Required Attendees Holmwood, Jen PREM:EX

Friday, March 22, 2019

HELIJET Flight # 714

Depart Victoria Harbour at 11:00 AM
Arrive Vancouver Harbour at 11:35 AM

CONFIRMATION s.22

Helijet Tel # 250-479-6962

Elizabeth-20-03-19

Shortt, Amanda PREM:EX

Subject: OVERNIGHT: s.15 Vancouver
Location: s.15

Start: Thu 2019-03-21 12:00 AM
End: Fri 2019-03-22 12:00 AM
Show Time As: Free

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17 :EX
Required Attendees Brown, Evan PREM:EX

Thursday, March 21, 2019

OVERNIGHT: s.15

CONFIRMATIONS: Premier s.22
Evan

s.22 room, gov't rate \$\$159.00 per night plus taxes

Elizabeth-20-03-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 9:19 AM
To: Nash, Amber PREM:EX
Subject: March 22, Vancouver to Victoria

Hi Amber,

Please see the options for the flight home March 22 from Vancouver.

1. AC8081M 22MAR F Vancouver to Victoria 955P 1025P - \$344
2. WS3185K 22MAR F Vancouver to Victoria 900P 935P - \$250

Thanks,

Elizabeth

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 9:34 AM
To: s.15; s.22
Subject: FW: Flight for Premier

Hi s.15;

The Premier and Evan are being booked on the 9:55 pm , option one flight.

Elizabeth

From: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Sent: March 20, 2019 9:17 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Flight for Premier

Good Morning Elizabeth

Here are the flight options :

1. AC8081M 22MAR F Vancouver to Victoria 955P 1025P - \$344
2. WS3185K 22MAR F Vancouver to Victoria 900P 935P - \$250

Please let me know if you have any questions or need anything further .

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

From: Parkinson, Elizabeth PREM:EX [<mailto:Elizabeth.Parkinson@gov.bc.ca>]
Sent: Tuesday, March 19, 2019 5:05 PM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Subject: Flight for Premier

Hi Tamra,

Can I please book the Premier and Evan on a Vancouver to Victoria Air Canada flight about 10:00 pm on March 22?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 9:36 AM
To: Lozano, Rebeca FIN:EX
Subject: RE: Adding to a contract

Thank you!

From: Lozano, Rebeca FIN:EX
Sent: March 20, 2019 9:36 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Adding to a contract

No problem, welcome to Fiscal Year End madness!!! 😊

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 9:35 AM
To: Lozano, Rebeca FIN:EX
Subject: RE: Adding to a contract

s.22

🙄 Ok, I will send you the details of the update.

Thank you for setting me straight.

From: Lozano, Rebeca FIN:EX
Sent: March 20, 2019 9:34 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Adding to a contract

Nope, that is where you allow money to be release for payment, where you “go shopping” and you send me the ICS after to cut the cheque 😊

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 9:32 AM
To: Lozano, Rebeca FIN:EX
Subject: RE: Adding to a contract

Ok.. I thought I put the initial amounts into her contract...under the Shop tab.

From: Lozano, Rebeca FIN:EX
Sent: March 20, 2019 9:30 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Adding to a contract

You can't add amounts \$\$\$\$ on iPro it needs to be added in CAS and send for approval to the EA and then, you will be able to see it in iPro.

Rebeca

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 9:29 AM
To: Lozano, Rebeca FIN:EX
Subject: RE: Adding to a contract

Hi Rebeca,

When I was trying to add to the contract amount iPro wouldn't pull up her contract. When I try again shortly can we share screens? Maybe I'm doing something incorrectly?

Thanks,


Elizabeth


From: Lozano, Rebeca FIN:EX
Sent: March 20, 2019 8:27 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Adding to a contract


Hello Elizabeth!


I was able to find it:


View Receipts


Receipt Created By 

Items Received 
 (Enter at least one additional search criterion when selecting Items Received)

Receipt 

Requisition Number 

Order Number 

Supplier 

Go**Clear**

Receipt	Requisition	Description	Received Unit
<u>6283</u>	1521	Natasha Heughan Tony -Expenses	989.33 \$\$
<u>6281</u>	1521	Natasha Heughan Tony -Fees	4800 \$\$

 Indicates an adjusted receipt quantity.

 **TIP** You can return items in the receipt or correct the receipt by viewing the details.

[Return to Receiving](#)

Shop Re

[Privacy Statement](#)

From: Lozano, Rebeca FIN:EX
Sent: March 20, 2019 8:27 AM
To: Parkinson, Elizabeth PREM:EX
Subject: RE: Adding to a contract

Hello Elizabeth!

I was able to find it:

From: Parkinson, Elizabeth PREM:EX
Sent: March 19, 2019 4:38 PM
To: Lozano, Rebeca FIN:EX
Subject: Adding to a contract

Hi Rebeca,

I'm adding money to the Natasha Heughan Tony contract C19PREM1521 in iPro and it won't accept the contract number or recognise her name. Are you able to help?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

Subject: HELIJET: Victoria to Vancouver (11:00 AM)
Location: Flight # 714

Start: Fri 2019-03-22 11:00 AM
End: Fri 2019-03-22 11:35 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Parkinson, Elizabeth PREM:EX
Required Attendees Holmwood, Jen PREM:EX

Friday, March 22, 2019

HELIJET Flight # 714

Depart Victoria Harbour at 11:00 AM
Arrive Vancouver Harbour at 11:35 AM

CONFIRMATION ^{s.22}

Helijet Tel # 1-800-665-4354

Elizabeth-20-03-19

Shortt, Amanda PREM:EX

Subject: JEN: HELIJET: Victoria to Vancouver (11:00 AM)
Location: Flight # 714

Start: Fri 2019-03-22 11:00 AM
End: Fri 2019-03-22 11:35 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Parkinson, Elizabeth PREM:EX
Required Attendees Holmwood, Jen PREM:EX

Friday, March 22, 2019

HELIJET Flight # 714

Depart Victoria Harbour at 11:00 AM
Arrive Vancouver Harbour at 11:35 AM

CONFIRMATION ^{s.22}

Helijet Tel # 1-800-665-4354

Elizabeth-20-03-19

Shortt, Amanda PREM:EX

Subject: AIR CANADA: Kamloops to Vancouver (10:10 AM)

Location: Flight # AC 8191

Start: Thu 2019-03-21 10:10 AM

End: Thu 2019-03-21 11:04 AM

Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: PREM CAL PREM:EX

Required Attendees Brown, Evan PREM:EX; Bain, Don PREM:EX; McConnell, Sheena PREM:EX

Optional Attendees: s.17 ; s.22

Thursday, March 21, 2019

AIR CANADA Flight # AC 8191

Depart Kamloops Airport at 10:10 AM

Arrive Vancouver Airport (main terminal) at 11:04 AM

CONFIRMATIONS: Premier, Evan s.22 , Seat #s s.15
Sheena s.22 s.15
Don Bain s.22

Booked with Tamra at Flight Centre, Tel 250-360-2058

Elizabeth-01-03-19

Shortt, Amanda PREM:EX


From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 10:09 AM
To: 'Tamra Bartilucci'
Subject: RE: Etricket : John Horgan and Evan Brown / Kamloops to Vancouver / March 21

Thank you Tamra!!

From: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Sent: March 20, 2019 10:03 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Etricket : John Horgan and Evan Brown / Kamloops to Vancouver / March 21

Hi Elizabeth,
I have moved the Premiere and Evan to row . I will note their files that they prefer s.15
s.15 _ . as well if that is the only option

Thanks



AIR CANADA

Seat Selection – Kamloops > V

YVR

Vancouver

Economy - Comfort

s.15

| 01

☐


John Horgan


Preferred Seat

Preferred Seats offer extra legroom c
cabin, you'll be on your way faster at c

Wednes

20 Mar,





Thursda

21 Mar,

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

From: Flight Centre Business Travel [mailto:confirmation@tripcase.com]

Sent: Wednesday, March 20, 2019 9:59 AM

To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>

Subject: Travel Reservation March 21 for JOHN HORGAN



Flight Centre Business Travel
250-360-2058

Itinerary

Add to Calendar

Itinerary

Priority Notes from your Travel Arranger

THANK YOU FOR BOOKING WITH FLIGHT CENTRE BUSINESS TRAVEL
YOUR TRAVEL MANAGER IS TAMRA BARTILUCCI
FOR EMERGENCY 24 HOUR ASSISTANCE PLEASE CALL 1-250-415-2330

Trip to: VANCOUVER BC, CANADA Reservation code: s.22
Passenger(s): HORGAN/JOHN Airline Reservation Code:
BROWN/EVAN



AIR CANADA AC Flight Number **8191**
Operated by: /AIR CANADA EXPRESS - JAZZ
CONFIRMED, Confirmation# s.22

Thursday, 21 March

Departure: YKA KAMLOOPS BC, CANADA
10:10AM

Arrival: YVR VANCOUVER BC, CANADA
11:04AM
Main Terminal

Please verify flight times prior to departure

Class: s.15

Aircraft: DEHAVILLAND DASH 8-400
TURBOPROP

Duration: 0hour(s) and 54minute(s)

Distance (in Miles): 161



John Horgan

Seat(s): Check-In Required

Evan Brown

Seat(s): Check-In Required

If you no longer wish to receive these emails please contact: confirmation@tripcase.com.

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 10:10 AM
To: Tsang, Robin FIN:EX
Subject: RE: Premier's phone

The Premier has a case that locks his MLA phone and Gov't phone together (so they're not lost). I think an 8 is bigger than a 6, so that might not work. Can we get him a 7 instead?

From: Tsang, Robin FIN:EX
Sent: March 20, 2019 10:08 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Premier's phone

Hi Elizabeth:

Brett checked and it looks like his phone has the latest iOS. He has the iPhone for a while. Probably, the battery isn't holding charge anymore.

I believe iPhone 8 is \$0. There is a charge for iPhone 9 and 10.

Thanks,
Robin

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

From: "Parkinson, Elizabeth PREM:EX" <Elizabeth.Parkinson@gov.bc.ca>
Date: 2019-03-20 9:38 AM (GMT-08:00)
To: "Tsang, Robin FIN:EX" <Robin.Tsang@gov.bc.ca>
Subject: RE: Premier's phone

I'll check with Evan to make sure it has all the updates and then will get back to you on the other questions. I think he has a 6 right now.

From: Tsang, Robin FIN:EX
Sent: March 20, 2019 9:37 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Henry, David A FIN:EX <David.Henry@gov.bc.ca>
Subject: Re: Premier's phone

Hi Elizabeth:

Is the Premier's phone the latest iOS? If not, sometime the update may fix charge problem.

Of course, if he wants a new one, we can order one. What model of iPhone he wants?

He has a lot of information in his current phone (Amber knows well). I believe it will take over an hour to do the transfer.

Thanks,
Robin

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

From: "Parkinson, Elizabeth PREM:EX" <Elizabeth.Parkinson@gov.bc.ca>
Date: 2019-03-20 9:25 AM (GMT-08:00)
To: "Tsang, Robin FIN:EX" <Robin.Tsang@gov.bc.ca>
Subject: Premier's phone

Hi Robin,

The Premier's phone is not holding a charge. Can we get him a new one and have all his information transferred over? He will be back in the office on Monday.

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 10:25 AM
To: s.15; s.22
Subject: RE: Note: Premier staying in Vancouver overnight, March 21

It's the AC 9:55 pm flight^{s.15;} and I've sent the information to s.15;

Elizabeth

From: s.15; s.22
Sent: March 19, 2019 5:48 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: s.15; s.22
Subject: Re: Note: Premier staying in Vancouver overnight, March 21

Thanks Elizabeth. Can you please let s.15; know which flight you'll be booking the Premier on as he will be flying over with him and he will have to book his seat.

s.15; s.22

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

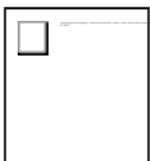
From: "Parkinson, Elizabeth PREM:EX" <Elizabeth.Parkinson@gov.bc.ca>
Date: 2019-03-19 17:22 (GMT-08:00)
To: s.15; s.22
Subject: Note: Premier staying in Vancouver overnight, March 21

>>> "Parkinson, Elizabeth PREM:EX" 03/19/2019 20:22 >>>

Hi s.15;

Just wanted you to note the change to travel. I'll be inputting the changes tomorrow morning. The premier will be staying at the s.15 and travelling back via Air Canada at around 10:00 (these flights are not yet confirmed)

Thanks,



Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 11:04 AM
To: Lozano, Rebeca FIN:EX
Subject: RE: Amending amount of Natasha Heighan Tony contract

Of course! Thanks for redirecting me.

From: Lozano, Rebeca FIN:EX
Sent: March 20, 2019 11:01 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Amending amount of Natasha Heighan Tony contract

Hello Elizabeth,

Could you please send your request to CFFShelp instead?

Thank you,

Rebeca

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 11:00 AM
To: Lozano, Rebeca FIN:EX
Subject: Amending amount of Natasha Heighan Tony contract

Hi Rebeca,

We have an addition to the amount of the contract for Natasha Heughan Tony's contract as below. Please let me know if you need anything else to update. I've attached the updated Service Contract checklist. Can you please confirm?

Natasha Heughan Tony

C19PREM1521

STOB 6020 (Fees) \$5,000.00
STOB 6021 (Expenses) \$1,000.00

Thanks,



Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 12:21 PM
To: McLaren, Chris PREM:EX
Subject: RE: Any sign of the water man?

Thanks Chris. Glad he came at least.

From: McLaren, Chris PREM:EX
Sent: March 20, 2019 12:19 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Any sign of the water man?

Hi Elizabeth,
He came and brought 5 full bottles but did not take the 5 empties

╰(╯╯╰

Guess we'll put them aside for next time...hopefully there is a next time.
Chris

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 10:15 AM
To: McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>
Subject: RE: Any sign of the water man?

I've called again Chris and he should be coming back today. Please let me know when he shows up.

From: McLaren, Chris PREM:EX
Sent: March 20, 2019 10:11 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Any sign of the water man?

No, never came yesterday...
Let me know if they are able to confirm a time...
Chris

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 9:22 AM
To: McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>
Subject: Any sign of the water man?



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

Subject: AIR CANADA: Vancouver to Victoria (9:55 PM)
Location: Flight # AC 8081

Start: Fri 2019-03-22 9:55 PM
End: Fri 2019-03-22 10:25 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: s.17

Required Attendees Brown, Evan PREM:EX

Friday, March 22, 2019

Air Canada Flight # AC8081

Departing Vancouver Airport (Main terminal) at 9:55 PM
Arriving Victoria Airport at 10:25 PM

CONFIRMATIONS: Premier & Evan s.15

Booked with Tamra at Flight Centre, Tel # 250-360-2058

Elizabeth-20-03-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 12:31 PM
To: Brown, Evan PREM:EX
Subject: Question re: Claims

Importance: High

Hi Evan,

I have 2 questions after conversation with Amber about the Premier's claims.

March 7 – Does the Premier want to claim lunch (I know he didn't eat at the event) as this would be a third lunch claim in Victoria in a week?

March 16 – The trip to Smithers: I know they didn't arrive home until 9:00 pm, but it is listed as a 'Smoke Feast' and has them in attendance until 6:00 pm. Does the Premier want to claim Dinner and an Incidental in light of that?

Today is our year end cut-off, they must be approved before 4:30.

Thanks Evan!



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 1:52 PM
To: 'Lana Garraway'
Subject: RE: iPhone for Premier Office

Hi Lana,

Evan's current tel # 778-584-0217 and our Telus account is \$17 .

Thanks,

Elizabeth

From: Tsang, Robin FIN:EX
Sent: March 20, 2019 1:48 PM
To: Lana Garraway <lane@ralphs.ca>; Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: PREM Tech <PREM.Tech@gov.bc.ca>
Subject: iPhone for Premier Office

Hi Lana:

Elizabeth would like to order a \$0 iPhone 8 upgrade for Brown, Evan PREM:EX.

Elizabeth: please provide Lana with Evan's cell number and also account number.

Thanks,
Robin

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 1:54 PM
To: Wensink, Alison PREM:EX
Subject: Telus bill

Hi Alison,

It seems that Leslie has been accidentally put onto our Telus phone bill. Can you please have her switched and our account credited?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 1:57 PM
To: Parkinson, Elizabeth PREM:EX
Subject: RE: Chantille Viaud phone

Hi Cherie,

Chantille is still being billed on our Telus account. Can you please call and have her switched to your account and have ours credited for the charges?

Thanks,

Elizabeth

From: Parkinson, Elizabeth PREM:EX
Sent: February 28, 2019 12:27 PM
To: Wilson, Cherie MCF:EX <Cherie.Wilson@gov.bc.ca>
Subject: RE: Chantille Viaud phone

Thanks Cherie. Our account s.17

Thanks,

Elizabeth

From: Wilson, Cherie MCF:EX
Sent: February 28, 2019 12:26 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Viaud, Chantille MCF:EX <Chantille.Viaud@gov.bc.ca>
Subject: Re: Chantille Viaud phone

Hi Elisabeth,

Telus may ask for the acct number her phone is currently sitting on to add to our Telus acct.

Is it possible to get that acct number to reference by?

Sincerely,

Cherie Wilson
Administrative Assistant to
The Hon. Katrina Chen
Minister of State for Child Care

In British Columbia, the Office of the Registrar of Lobbyists is responsible for monitoring and enforcing compliance with the Lobbyists Registration Act. To ensure that you are in compliance with the registration requirements for lobbyists under the Act please contact the Office of the Registrar of Lobbyists at: <https://www.lobbyistsregistrar.bc.ca/>.

Room 027 | Parliament Buildings | Victoria
| British Columbia | V8W 9E2
Phone: 250-356-5781 | Fax: 250-356-0201 | Email: Cherie.Wilson@gov.bc.ca

On Feb 28, 2019, at 11:30 AM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Hi Cherie,

Can you please add Chatille's phone to your bill today? Her # 604-838-3025.

Thanks,

<image001.png> *Elizabeth Parkinson*
Finance and Administration Officer
Office of the Premier
*Direct: 778-974-6082
Reception: 250-387-1715
E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 1:58 PM
To: Wilson, Cherie MCF:EX
Subject: FW: Chantille Viaud phone

Hi Cherie,

Chantille is still being billed on our Telus account. Can you please call and have her switched to your account and have ours credited for the charges?

Thanks,

Elizabeth

From: Parkinson, Elizabeth PREM:EX
Sent: February 28, 2019 12:27 PM
To: Wilson, Cherie MCF:EX <Cherie.Wilson@gov.bc.ca>
Subject: RE: Chantille Viaud phone

Thanks Cherie. Our account s.17

Thanks,

Elizabeth

From: Wilson, Cherie MCF:EX
Sent: February 28, 2019 12:26 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Viaud, Chantille MCF:EX <Chantille.Viaud@gov.bc.ca>
Subject: Re: Chantille Viaud phone

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Is it possible to get that acct number to reference by?

Sincerely,

Cherie Wilson
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Room 027 | Parliament Buildings | Victoria
| British Columbia | V8W 9E2
Phone: 250-356-5781 | Fax: 250-356-0201 | Email: Cherie.Wilson@gov.bc.ca

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Hi Cherie,

Can you please add Chatille's phone to your bill today? Her #s.17

Thanks,

<image001.png>	<i>Elizabeth Parkinson</i> Finance and Administration Officer Office of the Premier *Direct: 778-974-6082 Reception: 250-387-1715 E-mail: elizabeth.parkinson@gov.bc.ca
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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 2:04 PM
To: 'Tamra Bartilucci'
Subject: Flight tomorrow

Hi Tamra,

Can I bug you for the seat numbers for Evan and the Premier coming home tomorrow?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 2:19 PM
To: 'Tamra Bartilucci'
Subject: RE: Etricket : John Horgan and Evan Brown / Kamloops to Vancouver / March 21



From: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Sent: March 20, 2019 2:18 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Etricket : John Horgan and Evan Brown / Kamloops to Vancouver / March 21

Yes they are , that is a bit confusing for sure !

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

From: Parkinson, Elizabeth PREM:EX [<mailto:Elizabeth.Parkinson@gov.bc.ca>]
Sent: Wednesday, March 20, 2019 2:14 PM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Subject: RE: Etricket : John Horgan and Evan Brown / Kamloops to Vancouver / March 21

Sorry for the confusion Tamra,

They have ^{s.1} and s.15 on both March 21 and 22nd so I thought I was confused.

From: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Sent: March 20, 2019 2:07 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: FW: Etricket : John Horgan and Evan Brown / Kamloops to Vancouver / March 21

Hi Elizabeth

The seats numbers are ^{s.1} and ^{s.1}

Please let me know if you have any questions or need anything further .

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058

From: Tamra Bartilucci

Sent: Wednesday, March 20, 2019 10:03 AM

To: 'Parkinson, Elizabeth PREM:EX' <Elizabeth.Parkinson@gov.bc.ca>

Subject: Etricket : John Horgan and Evan Brown / Kamloops to Vancouver / March 21

Hi Elizabeth,


I have moved the Premiere and Evan to s.15

Tamra

. I will note their files that they prefer s.22

as well if that is the only option

Thanks



AIR CANADA

Seat Selection – Kamloops > Vancouver

Economy - Comfort s.15

☐ John Horgan

Preferred Seat

Preferred Seats offer extra legroom and more space in the cabin, you'll be on your way faster at check-in.

Wednesday
20 Mar,

!

Thursday
21 Mar,

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

From: Flight Centre Business Travel [<mailto:confirmation@tripcase.com>]

Sent: Wednesday, March 20, 2019 9:59 AM

To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>

Subject: Travel Reservation March 21 for JOHN HORGAN

FLIGHT CENTRE
Business Travel

Flight Centre Business
Travel
250-360-2058

Itinerary

[Add to Calendar](#)

[Itinerary](#)

Priority Notes from your Travel Arranger

THANK YOU FOR BOOKING WITH FLIGHT CENTRE BUSINESS TRAVEL
YOUR TRAVEL MANAGER IS TAMRA BARTILUCCI
FOR EMERGENCY 24 HOUR ASSISTANCE PLEASE CALL 1-250-415-2330

Trip to:	VANCOUVER BC, CANADA	Reservation code:	s.22
Passenger(s):	HORGAN/JOHN BROWN/EVAN	Airline Reservation Code:	



AIR CANADA AC Flight Number **8191**
Operated by: /AIR CANADA EXPRESS - JAZZ
CONFIRMED, Confirmation#s.22

Thursday, 21 March

Departure: YKA KAMLOOPS BC, CANADA
10:10AM

Arrival: YVR VANCOUVER BC, CANADA
11:04AM
Main Terminal

Please verify flight times prior to departure

Class: Economy
Aircraft: DEHAVILLAND DASH 8-400
TURBOPROP

Duration: 0hour(s) and 54minute(s)
Distance (in Miles): 161

John Horgan
Seat(s): Check-In Required

Evan Brown
Seat(s): Check-In Required

If you no longer wish to receive these emails please contact: confirmation@tripcase.com.

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 2:35 PM
To: Geary, Vanessa PREM:EX
Subject: Natasha Heughan Tony contract amendment

Hi Vanessa,

I put through the request for the \$6,000 increase to Natasha's contract and Melissa Holman sent it back. She said that we cannot add to a contract until the initial funds have been used. I sent the email to Lori Banister to advise. Did you want the funds allocated before Year end? Is Natasha going to be sending in her invoice for last weeks sessions before March 31st for payment?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 3:21 PM
To: Tsang, Robin FIN:EX
Subject: RE: Premier's phone

Yes please Robin.

From: Tsang, Robin FIN:EX
Sent: March 20, 2019 3:14 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Premier's phone

Hi Elizabeth:

Lana got back to me that they don't have any iPhone 7 more than 32 GB in any locations. Do you want me to escalate to others if they have?

If yes, just want to clarify. You want either iPhone 6 OR 7 with 64 GB or more?

Thanks,
Robin

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 2:41 PM
To: Tsang, Robin FIN:EX <Robin.Tsang@gov.bc.ca>
Subject: RE: Premier's phone

Or bigger. He just needs a reliable phone.

From: Tsang, Robin FIN:EX
Sent: March 20, 2019 2:39 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Premier's phone

It's 32 GB Elizabeth. I am asking Lana if she can find a 64 GB one anywhere at all.

Thanks,
Robin

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 2:25 PM
To: Tsang, Robin FIN:EX <Robin.Tsang@gov.bc.ca>
Subject: RE: Premier's phone

So what size memory is the iPhone 7 Robin?

From: Tsang, Robin FIN:EX
Sent: March 20, 2019 2:23 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Premier's phone

Hi Elizabeth:

Visually, I cannot tell at all, comparing the 2 used ones here, except the headphone jack and the cameras are slightly off.

The spec is from the website and the difference is only 0.2 mm which is very very small different. The problem is there is no new iPhone 7 – 64 GB from Lana.

Thanks,
Robin

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 2:18 PM
To: Tsang, Robin FIN:EX <Robin.Tsang@gov.bc.ca>
Subject: RE: Premier's phone

Hi Robin,

I thought an iPhone 7 was the same size as a 6? The earphones are not a problem as the Premier uses the AirPods.

Thanks,

Elizabeth

From: Tsang, Robin FIN:EX
Sent: March 20, 2019 1:23 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: PREM Tech <PREM.Tech@gov.bc.ca>
Subject: RE: Premier's phone

Hi Elizabeth:

Brett checked that the Premier's iPhone 6 is a 128 GB device but it only uses about 30 GB space. Therefore, a 64 GB device is sufficient.

However, as I suspected, below are the only device options available for 64 GB. As you mentioned, iPhone 8 is bigger and likely it won't fit into the Premier's current phone case (see dimensions below). Also, ALL newer models of iPhones don't have built-in headphone jack (Premier likes) but come with adapter only.

- iPhone 8 64GB \$280
- iPhone X 64GB \$680

iPhone 8 - 138.4 x 67.3 x 7.3 mm

iPhone 7 - 138.3 x 67.1 x 7.1 mm

iPhone 6 - 138.1 x 67 x 6.9 mm

If the iPhone 8 or 10 doesn't work, Brett has a suggestion. We can set up the Premier with a used iPhone 6 (regular 32 GB) that we have. Hope it has enough space for all the data. Then, send Premier's iPhone for a battery replacement. David has suggested Android device but at this point we aren't sure if all information is transferrable yet.

Please check with Evan and see how to proceed.

I will send a separate email to order a new iPhone for Evan. Monday setup is fine.

Thanks,
Robin

From: Tsang, Robin FIN:EX
Sent: March 20, 2019 10:15 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Premier's phone

Hi Elizabeth:

I am not sure about the sizes and camera/buttons locations are the same. Will need to check.

Getting a new 7 is pretty slim chance. But I will check as well.

Thanks,
Robin

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

From: "Parkinson, Elizabeth PREM:EX" <Elizabeth.Parkinson@gov.bc.ca>
Date: 2019-03-20 10:10 AM (GMT-08:00)
To: "Tsang, Robin FIN:EX" <Robin.Tsang@gov.bc.ca>
Subject: RE: Premier's phone

The Premier has a case that locks his MLA phone and Gov't phone together (so they're not lost). I think an 8 is bigger than a 6, so that might not work. Can we get him a 7 instead?

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 3:21 PM
To: Tsang, Robin FIN:EX
Subject: RE: iPhone for Premier Office

Yes, done.

From: Tsang, Robin FIN:EX
Sent: March 20, 2019 3:18 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: iPhone for Premier Office

Just in case Elizabeth. I assume you have sent Lana the account and phone number of Evan.

Thanks,
Robin

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 2:15 PM
To: Tsang, Robin FIN:EX <Robin.Tsang@gov.bc.ca>
Cc: 'Lana Garraway' <lane@ralphs.ca>
Subject: RE: iPhone for Premier Office

The iPhone 7 please for Evan.

Elizabeth

From: Tsang, Robin FIN:EX
Sent: March 20, 2019 2:10 PM
To: 'Lana Garraway' <lane@ralphs.ca>; Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: PREM Tech <PREM.Tech@gov.bc.ca>
Subject: RE: iPhone for Premier Office

Thanks Lana for pointing that out. For some reasons, I thought the 8 was no cost.

Elizabeth: Please let Lana know which one for Evan? 7 is \$0 but there is a cost for 8.

Thanks,
Robin

From: Lana Garraway <lane@ralphs.ca>
Sent: March 20, 2019 2:04 PM
To: Tsang, Robin FIN:EX <Robin.Tsang@gov.bc.ca>; Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: PREM Tech <PREM.Tech@gov.bc.ca>
Subject: RE: iPhone for Premier Office

Hi Robin, do you mean the iPhone 7 32gb? As the iPhone 8 64GB is \$280

Lana Garraway
Victoria Store Manager
Ralph's Radio Ltd.
815 View St, Victoria BC V8W 1K1
Cellular: (250)896-4866
Office: 778-404-7232
www.ralphs.ca



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Pricing**

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From: Tsang, Robin FIN:EX <Robin.Tsang@gov.bc.ca>
Sent: March 20, 2019 1:48 PM
To: Lana Garraway <lane@ralphs.ca>; Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: PREM Tech <PREM.Tech@gov.bc.ca>
Subject: iPhone for Premier Office

Hi Lana:

Elizabeth would like to order a \$0 iPhone 8 upgrade for Brown, Evan PREM:EX.

Elizabeth: please provide Lana with Evan's cell number and also account number.

Thanks,
Robin

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 3:25 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: BEA: 2019/2020 Fiscal refreshments
Attachments: Scan_20190320.pdf

From: s.15..... <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 20, 2019 2:42 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 3:26 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: BEA: Korean Round Table, March 19
Attachments: Scan_20190320.pdf

From: s.15..... <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 20, 2019 2:43 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 3:27 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: BEA: Business Luncheon, Geoff Meggs
Attachments: Scan_20190320.pdf

From: s.15..... <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 20, 2019 2:43 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 3:33 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Alkan Air Charter, March 16
Attachments: Scan_20190320.pdf

Hi Saija,

Please find attached the Alkan Air Invoice Coding Sheet for the Premier and Minister Fraser's visit to Smithers on March 16. The flight charges are to be shared. I've split up the cost per person on the manifest.

Thanks,

Elizabeth

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 20, 2019 2:44 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 3:36 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Reimbursement claim, Evan Brown
Attachments: Scan_20190320.pdf

From: s.15..... <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 20, 2019 2:45 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 3:37 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Premier Horgan, TV#E130850
Attachments: Scan_20190320.pdf

From: s.15..... <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 20, 2019 2:46 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 3:42 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Premier Horgan TV #E130848
Attachments: Scan_20190320.pdf

From: s.15..... <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 20, 2019 2:46 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 3:43 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Premier Horgan: TV#E130847
Attachments: Scan_20190320.pdf

From: s.15..... <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 20, 2019 2:47 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 3:44 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Premier Horgan, TV#E130849
Attachments: Scan_20190320.pdf

From: s.15..... <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 20, 2019 2:47 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 3:45 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Premier Horgan, TV#E130857
Attachments: Scan_20190320.pdf

From: s.15..... <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 20, 2019 2:48 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 3:46 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Jen Holmwood, TV#E130868
Attachments: Scan_20190320.pdf

From: s.15..... <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 20, 2019 2:48 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 3:47 PM
To: Nanninga, Tanera AG:EX
Subject: RE: George Smith

Thanks Tanera.

Elizabeth

From: Nanninga, Tanera AG:EX
Sent: March 20, 2019 2:44 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Wade, Debbie PREM:EX <Debbie.Wade@gov.bc.ca>
Subject: RE: George Smith

Hi Elizabeth,

George's number is 250-208-6794

Some other useful info....

Supplier: s.22
EI: s.22
IDIR: s.15
UC number: 778-974-5932

Cheers,

Tanera Nanninga

Administrative Coordinator to the Honourable David Eby, QC
Attorney General and Minister responsible for Liquor, Gaming, and ICBC
Phone: (250-387-1866)

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 2:40 PM
To: Nanninga, Tanera AG:EX <Tanera.Nanninga@gov.bc.ca>
Subject: George Smith

Hi Tanera,

Can you please send me George's cell number and I will have it transferred to our account? His final day with you is March 31st?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 3:56 PM
To: Farmer, Susan PREM:EX
Subject: RE: Vanessa question

Sorry to hear that Susan. s.22

From: Farmer, Susan PREM:EX
Sent: March 20, 2019 3:53 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Vanessa question

s.22 , so I haven't done the letter.

I sent the BEA to Vanessa last week, but I'll resend.

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

From: "Parkinson, Elizabeth PREM:EX" <Elizabeth.Parkinson@gov.bc.ca>
Date: 2019-03-20 3:50 PM (GMT-08:00)
To: "Farmer, Susan PREM:EX" <Susan.Farmer@gov.bc.ca>
Subject: Vanessa question

Hi Susan,

Vanessa is here and asked if you have your BEA for office refreshments done for her. Also, have you had a chance to get the letter for staff travel with the Premier done? We will have to get it signed next week.

Thanks,



Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 3:58 PM
To: Geary, Vanessa PREM:EX
Subject: RE: Year end

Hi Vanessa,

It wasn't attached. Can you please re-send?

Thanks,

Elizabeth

From: Geary, Vanessa PREM:EX
Sent: March 20, 2019 3:57 PM
To: Farmer, Susan PREM:EX <Susan.Farmer@gov.bc.ca>
Cc: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Year end

Thanks – I thought you had sent this but my memory is terrible!

EP – would you please print so I can approve before I leave (at 430) ... thanks

From: Farmer, Susan PREM:EX
Sent: Wednesday, March 20, 2019 3:54 PM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: Fwd: Year end

Hi - responding as per Elizabeth's email.

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

From: "Farmer, Susan PREM:EX" <Susan.Farmer@gov.bc.ca>
Date: 2019-03-15 9:43 AM (GMT-08:00)
To: "Geary, Vanessa PREM:EX" <Vanessa.Geary@gov.bc.ca>
Subject: RE: Year end

Hi Vanessa - pls find attached my BEA. Last year's was approved for \$2500. I've increased it slightly as the Aramark's prices have increased & water consumption has also gone up. This is the only piece I need.

All travel & purchasing charges that are outstanding (up to & including the March statement) are to be submitted no later than Mar 21.

I haven't seen a fixed deadline for when they want the March purchases (Apr statement) submitted, but last year's statements were sent out on Apr 3 & due by Apr 5.

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

From: Geary, Vanessa PREM:EX
Sent: March 15, 2019 9:26 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>; Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>; Farmer,

Susan PREM:EX <Susan.Farmer@gov.bc.ca>

Subject: Year end

Hi - please prepare annual BEAs for 2019/2020 for my approval next week.

Are there other pieces we need to have in place?

And what is the deadline for submitting travel receipts etc?

Thanks V

Sent from my iPhone

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 4:20 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Cc: Farmer, Susan PREM:EX
Subject: BEA: Refreshments for year
Attachments: Scan_20190320.pdf

From: s.15 | <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 20, 2019 4:19 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 4:53 PM
To: Poldrugovac, Saija FIN:EX
Subject: RE: Geoff Meggs Marc 6 lunch meeting

I re-sent it today.

From: Poldrugovac, Saija FIN:EX
Sent: March 20, 2019 4:52 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Geoff Meggs Marc 6 lunch meeting

This wasn't signed by Vanessa.
~S

From: Parkinson, Elizabeth PREM:EX
Sent: March 18, 2019 4:55 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: BEA: Geoff Meggs Marc 6 lunch meeting

From: s.15 | <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 18, 2019 4:34 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 4:54 PM
To: Poldrugovac, Saija FIN:EX
Subject: FW: Geoff Meggs Luncheon, March 6
Attachments: Scan_20190320.pdf

Here it is

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 3:35 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX <FINFSAMINOFF@gov.bc.ca>
Subject: BEA: Geoff Meggs Luncheon, March 6

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 20, 2019 2:44 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 21, 2019 8:48 AM
To: CFFSHELP, FIN FIN:EX
Subject: RE: Amending amount of Natasha Heighan Tony contract

Hi Melissa,

Vanessa Geary is the Expense Authority. The contract is approved by Geoff Meggs, Chief of Staff.

From: CFFSHELP, FIN FIN:EX
Sent: March 21, 2019 8:06 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Amending amount of Natasha Heighan Tony contract

Sorry Elizabeth, one more question – who am I sending this to for approval? I see Vanessa Geary wrote her name but the ADM is just a scribble 😊

-Melissa

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 11:05 AM
To: CFFSHELP, FIN FIN:EX
Subject: FW: Amending amount of Natasha Heighan Tony contract

Hi,,

We have an addition to the amount of the contract for Natasha Heughan Tony's contract as below. Please let me know if you need anything else to update. I've attached the updated Service Contract checklist. Can you please confirm?

Natasha Heughan Tony

C19PREM1521

STOB 6020 (Fees)	\$5,000.00
STOB 6021 (Expenses)	\$1,000.00

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 21, 2019 9:05 AM
To: Dunnett, Jennifer PREM:EX
Subject: RE: Art Bank Pictures in Sage's Office

Hi Jennifer,

This is the contact for the Art Bank. Please send me any updates to our contract that you make.

Kris Andersen

(Ms.) Kris Andersen, MMSt.

Senior Policy Analyst, Arts & Cultural Development Branch
Ministry of Tourism, Arts and Culture

778.698.3520 2nd Floor 800 Johnson Street, PO Box 9819 Stn Prov Govt, Victoria BC V8W 9W3

Thanks,

Elizabeth

From: Dunnett, Jennifer PREM:EX
Sent: March 20, 2019 4:39 PM
To: Privett, Don PREM:EX <Don.Privett@gov.bc.ca>; Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Art Bank Pictures in Sage's Office

Hi Don and Elizabeth,

In my meeting with Sage she requested that I look into replacing the large picture in her office with a photo/map of BC (photo to be no older than 20 years), she would also like the small photo of the flower removed.

Are either of you able to assist me in this request?

Thank you so much!



Jennifer Dunnett | Communications Assistant
Office of the Premier | Government of BC
West Annex, Parliament Buildings
Phone: 250.704.3034

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 21, 2019 9:12 AM
To: Wensink, Alison PREM:EX
Subject: Accepted: Email Management Training

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 21, 2019 9:14 AM
To: Dunnett, Jennifer PREM:EX

Kimberley Reid is apparently monitoring her email as s.22 .



Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 21, 2019 9:38 AM
To: 'Natasha Tony'
Subject: RE: Invoice for Sessions last week
Attachments: Scan_20190321.pdf

Hi Natasha,

Are you able to send me a revised invoice for your expenses? Attached is your invoice with a couple changes. Also, you can charge the hotel taxes.

Thanks,

Elizabeth

From: Natasha Tony <s.22 >
Sent: March 20, 2019 4:04 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Invoice for Sessions last week

Hi there,

I have mailed the hard copies with receipts that should arrive to Vanessa in the next day or two but here are the attachments of the invoices.

Hotel and ferry receipts in the mail – only one way for ferry and two nights for hotel – did not put any tax in and took out 5% gst on the meals in my calculations.

Best,

Natasha

Your Receipt

Guest	Natasha Heughan Tony
Arrive	Monday, March 11, 2019
Depart	Thursday, March 14, 2019
Adults	1
Room	s.15

Rates per room	
s.15	(Natasha Heughan Tony - 1 adults, 0 children)
Free Cancellation	
Mon, Mar 11	
Tue, Mar 12	
Wed, Mar 13	
Costs & Fees	
Subtotal	
Tax Recovery Charges & Service Fees	
Total	
Payment Info	
Payment Method	
Card Number	*****
Amount Charged	
Your card was charged in Canadian Dollars	
This payment will be processed in the United States and will appear on your statement as s.15	
By booking this reservation you have accepted the Terms and Conditions.	
Billing Address	
Name	Natasha Heughan Tony
Address	s.22
Phone	
Promotion Details	
Semi Flex Promotion House + 2 days	
Cancellation Policy	
Each room in this reservation is subject to the hotel's cancellation policy which is: Cancellations before 03/06/2019, 11:59 PM (America/V are fully refundable. Bookings cancelled after 03/06/2019, 11:59 PM (America/Vancouver) are subject to a fee of 1 night's room and tax. refund for no-shows, early checkouts, or cancellations after 03/11/2019, 10:00 AM (America/Vancouver).	
Booking Ref. Number	
s.22	

Natasha Tony

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 3:57 PM
To: 'Natasha Tony'
Subject: Invoice for Sessions last week
Importance: High

Hi Natasha,

We're hoping to get the sessions into this fiscal year. Our cut-off is tomorrow. Would you be able to get the invoice and expenses to me tomorrow before 4:00 pm?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 21, 2019 9:45 AM
To: Farmer, Susan PREM:EX
Subject: RE: Accommodation Letter

Thank you Susan!

From: Farmer, Susan PREM:EX
Sent: March 21, 2019 9:44 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Accommodation Letter

Attached.

Susan Farmer

Managing Director | Correspondence Branch | Office of the Premier
P: 250-387-3570 E: susan.farmer@gov.bc.ca

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 21, 2019 9:46 AM
To: Poldrugovac, Saija FIN:EX
Subject: FW: Accommodation Letter
Attachments: 2019 Accommodation Letter.pdf

Hi Saija,

Attached is the accommodation letter from the Premier for this coming fiscal year.

Thanks,

Elizabeth

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 21, 2019 9:50 AM
To: Roberts, Connie A IRR:EX
Subject: Copy of letter

Hi Connie,

I understand you have a copy of the letter regarding the cigarettes given as a gift in Smithers? Can you please send it to me?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 21, 2019 10:42 AM
To: Dixon, Olivia PREM:EX
Subject: Natasha Heughan Tony expenses
Attachments: Scan_20190321.pdf

From: s.15..... <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 21, 2019 10:40 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 21, 2019 10:52 AM
To: s.15
Subject: RE: Premier Horgan

Perfect! Thanks for your help.

Elizabeth

From: s.15
Sent: March 21, 2019 10:51 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Premier Horgan

Hi Elizabeth,

Please see attached screen shot. Please let me know if you have any questions.

Thank you,

s.15

From: Parkinson, Elizabeth PREM:EX [<mailto:Elizabeth.Parkinson@gov.bc.ca>]
Sent: March-21-19 9:01 AM
To: s.15
Subject: RE: Premier Horgan

Thank you for the copy of the invoice showing the charge to the Premier's s.22 Can you also please send me a copy of the credit to his s.22 ?

Much thanks,

Elizabeth

From: s.15
Sent: March 21, 2019 8:48 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject:

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Page 165 of 314

Withheld pursuant to/removed as

s.22

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 21, 2019 11:03 AM
To: CFFSHELP, FIN FIN:EX
Subject: RE: Amending amount of Natasha Heighan Tony contract

Thanks. I work with the STOB amounts This is correct.

Elizabeth

From: CFFSHELP, FIN FIN:EX
Sent: March 21, 2019 11:00 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Amending amount of Natasha Heighan Tony contract

Line 1 is STOB 6021 in this case and;
Line 2 is STOB 6020

Two different codes requires two different lines in CAS:

Purchase Order Summary to Purchase Orders - C19PREM1521

Operating Unit	Finance Supported Entit	Created	13-DEC-2018 09:18:08
PO, Rev	C19PREM1521 1	Type	Standard Purchase Order
Supplier	TONY, NATASHA HEUGHAN	Site	001
Ship-To	FS	Bill-To	FS
Buyer	LOZANO, REBECA	Status	Approved, Reserved
Description	Natasha Heughan Tony		

Contact
Currency
Total

Lines Price Reference Reference Documents More Agreement

Num	Supplier Config ID	Amount	Charge Account	Reserved	Secondary	S
					UOM	
1		2,500.00	s.17	<input checked="" type="checkbox"/>		
2		11,000.00		<input checked="" type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		

Item Natasha Heughan Tony -Expenses

Currency... Terms Sh

For future reference, please include the lines numbers that you'd like to increase so there isn't confusion.

This amendment has been submitted and approved.

-Melissa

From: Parkinson, Elizabeth PREM:EX
Sent: March 21, 2019 10:24 AM
To: CFFSHELP, FIN FIN:EX
Subject: RE: Amending amount of Natasha Heighan Tony contract

Hi Melissa,

I'm confused by your email. Perhaps a conversation after year end when you and I have a moment would be best?

We want to add \$1,000 to STOB 6021 (Expenses) and \$5,000 to STOB 6020 (Fees).

Thanks,

Elizabeth

From: CFFSHELP, FIN FIN:EX
Sent: March 21, 2019 8:00 AM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Cc: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Amending amount of Natasha Heighan Tony contract

Hi Lori, (and Elizabeth – s.22

Well, I wrote out a big email showing how to return the receipts and why it didn't balance. Then I just went into CAS, it looks like those invoices were **just paid today** so now they match. Yay! I can now amend the contract 😊

Elizabeth – please just confirm – I am adding \$1,000 to **Line 1** and \$5,000 to **Line 2**? There was no page 1 of the SCC you sent so want to make sure I have that right.

For future reference – do not receive items in iProcurement until you have an invoice in your hand for payment. Then you know that the contracts will always balance. Or – make sure those invoices have been entered into CAS to match the iPro receipts before sending in an amendment. We truly cannot amend a contract that does not balance.

-Melissa

From: Banister, Lori FIN:EX
Sent: March 20, 2019 3:46 PM
To: CFFSHELP, FIN FIN:EX
Subject: FW: Amending amount of Natasha Heighan Tony contract

Hi Melissa, Elizabeth asked that I help out with the recent amendment to Natasha Heighan Tony's contract.

We amended Ms. Tony's contract to allow her to do additional Services before the **contract expiry on March 31 2019**. Additional funding was included as well to pay her for the additional Services and related Expenses. I expect she will invoice for close to the total value of the contract. I think we must have done similar amendments with other contracts? I'm afraid I don't make entries to the system so do not understand the system well enough to understand the limitations. Thanks, Lori

Lori Banister | Procurement Specialist | Corporate Services Division | Ministry of Finance
Ph: 778-698-3049 | *e:* Lori.Banister@gov.bc.ca | *m:* 3rd Floor – 617 Government St., Victoria BC V8W 9V1

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 3:23 PM
To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>
Subject: RE: Amending amount of Natasha Heighan Tony contract

Thanks Lori. Much appreciated.

Elizabeth

From: Banister, Lori FIN:EX
Sent: March 20, 2019 3:22 PM

To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>

Subject: RE: Amending amount of Natasha Heighan Tony contract

Hi Elizabeth, legally, a contract can be amended at any time, unless the contract says otherwise. Neither Bob nor Natasha's contracts prohibit amendments.

I think I should touch in with Melissa's area to learn more of the system limitations ... if you can give me this afternoon to contact Melissa or maybe her Lead, I'll be back to you with a better understanding.

Thanks. Lori

Lori Banister | Procurement Specialist | Corporate Services Division | Ministry of Finance

Ph: 778-698-3049 | e: Lori.Banister@gov.bc.ca | m: 3rd Floor – 617 Government St., Victoria BC V8W 9V1

From: Parkinson, Elizabeth PREM:EX

Sent: March 20, 2019 2:25 PM

To: Banister, Lori FIN:EX <Lori.Banister@gov.bc.ca>

Subject: FW: Amending amount of Natasha Heighan Tony contract

Hi Lori,

Can you please see the emails below and advise? I know that we were about to amend Bob Dewar's contract and no one said it couldn't be done until all of the initial contract funds were gone. I am checking with Vanessa about whether or not we are expecting an invoice from Natasha soon to balance the amounts.

Thanks,

Elizabeth

From: CFFSHELP, FIN FIN:EX

Sent: March 20, 2019 1:44 PM

To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>

Subject: RE: Amending amount of Natasha Heighan Tony contract

No, you cannot amend a contract until the quantity billed and quantity received match. Right now there are outstanding receipts on the contract so it cannot be amended until it balances.

Refer to my below notes on how to get around this – you can either return the receipts or send the invoices with those receipts applied for processing. If you want this to go through before FYE, returning the receipts will be the quickest way.

-Melissa

From: Parkinson, Elizabeth PREM:EX

Sent: March 20, 2019 1:16 PM

To: CFFSHELP, FIN FIN:EX

Subject: RE: Amending amount of Natasha Heighan Tony contract

Hi Melissa,

So I have a couple of questions. We're not able to amend (add to) a contract until the balance has been used? What if we want this to go through this fiscal year?

Thanks,
Elizabeth

From: CFFSHELP, FIN FIN:EX
Sent: March 20, 2019 11:28 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Amending amount of Natasha Heighan Tony contract

Hi Elizabeth,

Quantity billed and quantity received do not match so I can't update the amounts yet.

Line 1: Billed - \$0; Received - \$989.33
Line 2: Billed - \$0; Received - \$4800.00

Please let me know once all invoices have been paid and received correctly. You can either submit any outstanding invoices and wait until they are processed, **or** return the receipts in iPro. Once these figures have balanced, please email me back and I can go ahead with the amendment.

Let me know if you have any further questions.

Thank you,

Melissa Holman
Financial Services Representative

Corporate Financial and Facilities Services Branch | Ministry of Finance
(778) 698-1969 | Melissa.Holman@gov.bc.ca | Website: <http://www.fin.gov.bc.ca/>



 Please consider the environment before printing this email

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 11:05 AM
To: CFFSHELP, FIN FIN:EX
Subject: FW: Amending amount of Natasha Heighan Tony contract

Hi,,

We have an addition to the amount of the contract for Natasha Heighan Tony's contract as below. Please let me know if you need anything else to update. I've attached the updated Service Contract checklist. Can you please confirm?

Natasha Heighan Tony

C19PREM1521

STOB 6020 (Fees) \$5,000.00
STOB 6021 (Expenses) \$1,000.00

Thanks,



Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 21, 2019 2:25 PM
To: Loubert, Danny PREM:EX
Subject: RE: Natasha Heughan receipts

Hi Danny,

I need this one too, but I'm waiting on the Natasha Heughan Tony receipts.

From: Loubert, Danny PREM:EX
Sent: March 21, 2019 2:24 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Natasha Heughan receipts

Marlene from GCPE Dropped off a receipt to go back with Evan with your name on it was this it? Or is this something else?

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-398-5780 | E: Danny.Loubert@gov.bc.ca

From: Parkinson, Elizabeth PREM:EX
Sent: Thursday, March 21, 2019 2:19 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Natasha Heughan receipts

Thanks Danny!

From: Loubert, Danny PREM:EX
Sent: March 21, 2019 2:16 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Natasha Heughan receipts

Hi Elizabeth,

Will do.

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-398-5780 | E: Danny.Loubert@gov.bc.ca

From: Parkinson, Elizabeth PREM:EX
Sent: Thursday, March 21, 2019 9:57 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Natasha Heughan receipts

Hi Danny,

If Natasha's receipts arrive in the mail today could you please scan them to me and then send them in the mail to me?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 21, 2019 2:53 PM
To: Holmwood, Jen PREM:EX
Subject: FW: Important update from Helijet!

Hi Jen,

See the notice about construction.

Elizabeth

From: Passenger Services <PassengerServices@helijet.com>
Sent: March 21, 2019 2:39 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Important update from Helijet!



This is an important update from Helijet.

Good afternoon,

Due to the road construction on Dallas Road, please allow for extra time to get to our terminal in Victoria tomorrow.

For more information, please call 1 800 665 4354.

**Thank You,
Helijet Passenger Services**

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

Customer Information

Account

Customer #	s.22
Name	Jennifer Holmwood
Company	Bc Government

Advisory

Good afternoon,

Due to the road construction on Dallas Road, please allow for extra time to get to our terminal in Victoria tomorrow.

For more information, please call 1 800 665 4354.

Thank You,
Helijet Passenger Services

Booking s.22

Friday, March 22, 2019

714

11:00 Victoria Harbour (Downtown)

11:35 Vancouver Harbour (Downtown)

35 minutes

Confirmed

1 Passengers - Full-Fare

· **Jennifer Holmwood, Female**

[Add to Calendar](#)

Helijet fares are fully Changeable / Refundable up to 5pm the day prior to departure.

After 5pm all next-day travel is non-refundable and only changeable for same-day travel. Any cancellations will result in a non-refundable cancellation fee equal to the value of the one-way travel.

Failure to change 1 hour prior or check-in 20 minutes prior to departure will also result in the cancellation of any onward and/or return reservations (additional cancellation fees may apply)

Login to your account at helijet.com

Thank you again for choosing to fly with Helijet.

passengerservices@helijet.com

Shortt, Amanda PREM:EX

Subject: HELIJET: Vancouver to Victoria (5:10 PM)
Location: Flight # 727

Start: Fri 2019-04-05 5:10 PM
End: Fri 2019-04-05 5:45 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Dewar, Bob PREM:EX
Required Attendees Robinson, Jon PREM:EX

Friday, April 5, 2019

Helijet Flight # 727

Depart Vancouver Harbour at 5:10 PM
Arrive Victoria Harbour at 5:45 PM

CONFIRMATIONs: Bob s.22

Helijet Tel # 1-800-665-4354

Elizabeth-07-03-19

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 21, 2019 3:36 PM
To: Roberts, Connie A IRR:EX
Subject: Letter

Hi Connie,

Will an email from me work or does it have to be a letter?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 21, 2019 3:51 PM
To: Roberts, Connie A IRR:EX
Subject: Gift from Premier Horgan
Attachments: Scan_20190321.pdf

Hi Connie,

This email is to confirm that Anne-Marie Sam purchased a case of cigarettes at a cost of \$100.00, as a ceremonial gift from Premier Horgan, on March 16th for the Gathering of the Wet'suweten Clan bahlats in Smithers. Attached is the receipt. Please feel free to contact me should you have any questions.

Best,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 21, 2019 3:53 PM
To: Wade, Debbie PREM:EX
Subject: FW: Geoff Meggs Luncheon, March 6

Hi Debbie,

Are you able to check with Geoff if he has an itemized receipt for the luncheon March 6th with Amber and Heather Finn at the s.15

Thanks,

Elizabeth

From: Poldrugovac, Saija FIN:EX
Sent: March 20, 2019 5:04 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Geoff Meggs Luncheon, March 6

We need an itemized receipt to show what they had for lunch.... Can you check if Geoff still has that?
~S

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 3:35 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: BEA: Geoff Meggs Luncheon, March 6

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 20, 2019 2:44 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 21, 2019 3:54 PM
To: Roberts, Connie A IRR:EX
Subject: RE: Gift from Premier Horgan

Thank you Connie!

From: Roberts, Connie A IRR:EX
Sent: March 21, 2019 3:52 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Gift from Premier Horgan

Perfect, thanks so much Elizabeth!

*Thanks,
Connie Roberts
Administrative Coordinator to the
Honourable Scott Fraser
Minister of Indigenous Relations and Reconciliation
Room #323, Parliament Buildings
Victoria, BC
Phone: 778-974-6014*

From: Parkinson, Elizabeth PREM:EX
Sent: March 21, 2019 3:51 PM
To: Roberts, Connie A IRR:EX <Connie.Roberts@gov.bc.ca>
Subject: Gift from Premier Horgan

Hi Connie,

This email is to confirm that Anne-Marie Sam purchased a case of cigarettes at a cost of \$100.00, as a ceremonial gift from Premier Horgan, on March 16th for the Gathering of the Wet'suweten Clan bahlats in Smithers. Attached is the receipt. Please feel free to contact me should you have any questions.

Best,



Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier
*Direct: 778-974-6082
Reception: 250-387-1715
E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 22, 2019 11:51 AM
To: Tsang, Robin FIN:EX
Subject: RE: Premier's phone

Thanks Robin. The phone is here at my desk.

Elizabeth

From: Tsang, Robin FIN:EX
Sent: March 22, 2019 11:13 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>; Wynans, Tim ISMC:EX <Tim.Wynans@gov.bc.ca>
Cc: PREM Tech <PREM.Tech@gov.bc.ca>
Subject: RE: Premier's phone

Hi Elizabeth:

Just want to update you that Tim will be there on Monday to help with Evan's iPhone upgrade.

Has the new iPhone delivered to your office yet?

Thanks,
Robin

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 10:19 AM
To: Tsang, Robin FIN:EX <Robin.Tsang@gov.bc.ca>
Subject: RE: Premier's phone

Thank you Robin. Can Evan's be done between 1:30-2:30 on Monday?

From: Tsang, Robin FIN:EX
Sent: March 20, 2019 10:16 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Premier's phone

For sure Elizabeth.

Thanks,
Robin

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

From: "Parkinson, Elizabeth PREM:EX" <Elizabeth.Parkinson@gov.bc.ca>
Date: 2019-03-20 10:12 AM (GMT-08:00)
To: "Tsang, Robin FIN:EX" <Robin.Tsang@gov.bc.ca>
Subject: RE: Premier's phone

Evan is having the same problem with his gov't phone Robin. Can we get him the iphone 8?

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 22, 2019 4:06 PM
To: Cleaver, Sheila C FIN:EX
Subject: RE: Request

Thanks Sheila 😊 I'll check with Amber on Monday and let you know as she didn't give me the details.

Elizabeth

From: Cleaver, Sheila C FIN:EX
Sent: March 22, 2019 3:34 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Request

...meant NOT showing up

From: Cleaver, Sheila C FIN:EX
Sent: March 22, 2019 3:33 PM
To: Parkinson, Elizabeth PREM:EX
Subject: RE: Request

There are some vendors that may be restricted depending on how they are set up as a company.

For example: Cards may be declined at a certain restaurant if they have a "spa" attached and are register under a "spa"

Can she try again and let me know what the error message says? If a card is declined for any reason, it will show up on BMO's end and this one is **NOT** showing up?

How is she trying to pay? Is she manually entering her # as she could be entering the # incorrectly?

From: Parkinson, Elizabeth PREM:EX
Sent: March 22, 2019 3:08 PM
To: Cleaver, Sheila C FIN:EX
Subject: RE: Request

Hi Sheila,
Sorry, yes it's her BMO travel card. She tried the card and it wouldn't work so she assumed it was not allowed.

From: Cleaver, Sheila C FIN:EX
Sent: March 22, 2019 3:06 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Request

Hi Elizabeth,

Just to clarify, Amber Hockin has a BMO Travel card, not a BTA Account.

I've just logged into BMO and there is no declines showing on her account which means it did not go through at the vendor's end.

How is she trying to pay?

Thank You.

Sheila Cleaver

Corporate CardCoordinator-Purchase Card/Travel Card/BTA
Min of Finance, Minister's Offices and the Office of the Premier
3rd Fl. 617 Government St. Victoria, BC V8W 9V1
Phone# (778) 698-8586

From: Parkinson, Elizabeth PREM:EX
Sent: March 22, 2019 2:57 PM
To: Cleaver, Sheila C FIN:EX
Subject: Request

Hi Sheila,

Amber Hockin is wondering if it's possible to have her BTA card made usable for the Skytrain? She tried to use it and it was declined. Would that be possible?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 25, 2019 12:11 PM
To: Privett, Don PREM:EX
Subject: FW: Transition

From: Wensink, Alison PREM:EX
Sent: March 25, 2019 10:43 AM
To: Van Meer-Mass, Kate PREM:EX <Kate.VanMeer-Mass@gov.bc.ca>
Cc: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Transition

Hi Kate,

Thanks so much for checking on that. This can be done from the transfer out that will be submitted. I will then have a copy of your records up until the date you transfer to CABRO.

Elizabeth, when you do the transfer out for Kate, can you please put myself as the person to review her records? (Or if someone else will be doing the transfer out, could you ask them)

Thanks so much!

Alison

From: Van Meer-Mass, Kate PREM:EX
Sent: March 25, 2019 10:35 AM
To: Wensink, Alison PREM:EX <Alison.Wensink@gov.bc.ca>
Subject: Transition

Hi Alison,

As I move over to CABRO April 1st I want to make sure my emails are still available for FOI. Do I just stick them into the share folder or is there another way you would like me to do this?

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 25, 2019 12:14 PM
To: Wensink, Alison PREM:EX
Subject: RE: Transition

Thanks Alison,

Don will set this request up.

Elizabeth

From: Wensink, Alison PREM:EX
Sent: March 25, 2019 10:43 AM
To: Van Meer-Mass, Kate PREM:EX <Kate.VanMeer-Mass@gov.bc.ca>
Cc: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Transition

Hi Kate,

Thanks so much for checking on that. This can be done from the transfer out that will be submitted. I will then have a copy of your records up until the date you transfer to CABRO.

Elizabeth, when you do the transfer out for Kate, can you please put myself as the person to review her records? (Or if someone else will be doing the transfer out, could you ask them)

Thanks so much!

Alison

From: Van Meer-Mass, Kate PREM:EX
Sent: March 25, 2019 10:35 AM
To: Wensink, Alison PREM:EX <Alison.Wensink@gov.bc.ca>
Subject: Transition

Hi Alison,

As I move over to CABRO April 1st I want to make sure my emails are still available for FOI. Do I just stick them into the share folder or is there another way you would like me to do this?

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 25, 2019 12:15 PM
To: Van Meer-Mass, Kate PREM:EX
Subject: RE: Transitioning

Thanks Kate. I'll connect with her.

From: Van Meer-Mass, Kate PREM:EX
Sent: March 25, 2019 12:14 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Transitioning

Hi Elizabeth,

I think it is Lianna Olson, she's been guiding me at least!

From: Parkinson, Elizabeth PREM:EX
Sent: March 25, 2019 12:13 PM
To: Van Meer-Mass, Kate PREM:EX <Kate.VanMeer-Mass@gov.bc.ca>
Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: RE: Transitioning

Hi Kate,

I handle the Telus account. I'm happy to transfer your phone over if you can find out the name of the person in your new office I should talk to?

Thanks,

Elizabeth

From: Van Meer-Mass, Kate PREM:EX
Sent: March 25, 2019 10:40 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>; Privett, Don PREM:EX <Don.Privett@gov.bc.ca>
Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: FW: Transitioning

Hi Folks,

Can we chat about how this is going to work so it will be all set and ready to go?

Kate

From: Henry, David A FIN:EX
Sent: March 25, 2019 10:39 AM
To: Van Meer-Mass, Kate PREM:EX <Kate.VanMeer-Mass@gov.bc.ca>

Cc: PREM Tech <PREM.Tech@gov.bc.ca>; FIN IMB Service Desk s.17

Subject: RE: Transitioning

Good morning Kate,

For cellphone transfer, 2 steps:

1st, Manager approval to take device

2nd, whomever does the TELUS account maintenance, (possibly Elizabeth may know or Don?) they need to transfer your account over to CABRO (there should be someone there whom does the accounts as well in similar role).

Then you can take your device with you.

The TELUS corporate service email for this is as below:

corp34.tm@telus.com

For your Government account:

A service request should be submitted (I think Don does these) for your government account to be transferred from PREM exec to CABRO. That will take care of all the other pieces. Based on your transfer date there could be some downtime.

PremTech can be of assistance with any technology needs.

Any questions/issues or assistance required don't hesitate to contact.

David

From: Van Meer-Mass, Kate PREM:EX

Sent: March 25, 2019 10:06 AM

To: PREM Tech <PREM.Tech@gov.bc.ca>

Subject: Transitioning

Morning,

I'm transitioning over to CABRO on April 1st. They are wondering if I am bringing my work cell over and how the transfer over of LAN's will work. Can you offer some advice?

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 25, 2019 12:17 PM
To: OOP FOI PREM:EX
Subject: RE: Call for Records OOP-2019-91214 Records Due March 28, 2019

No records.

Elizabeth

From: OOP FOI PREM:EX
Sent: March 25, 2019 11:01 AM
To: Meggs, Geoff PREM:EX <Geoff.Meggs@gov.bc.ca>; Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>; Wright, Don J. PREM:EX <Don.J.Wright@gov.bc.ca>; Kennedy, Christine PREM:EX <Christine.Kennedy@gov.bc.ca>; Kristianson, Eric PREM:EX <Eric.Kristianson@gov.bc.ca>
Subject: Call for Records OOP-2019-91214 Records Due March 28, 2019

Hello,

Apologies for the short turn around time on this one. Please see the below request and please let me know by March 28th whether or not you have any records:

Canvassed: Geoff, Elizabeth, Don, Christine, Eric

All internal Ministry performance audits, financial management audits, compliance audits, formal reviews and evaluations of Ministry functions or programs or specific events related to Ministry functions or programs, completed in 2018

*(Date Range for Record Search: **From 01/01/2018 To 01/01/2019**) Date Format is MM/DD/YYYY*

UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.

Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.

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

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 25, 2019 12:23 PM
To: Horgan.MLA, John LASS:EX
Cc: Brown, Evan PREM:EX
Subject: RE: CONFIRMED -- QP - TICKETS AND LUNCH - s.22 s.22 and s.22 s.22

Hi Moe,

Evan handles the Premier's Introduction requests so I'll make sure he has this information. From his calendar right now the best time for s.22 to come by would be after QP finishes.

Elizabeth

From: Horgan.MLA, John <John.Horgan.MLA@leg.bc.ca>
Sent: March 25, 2019 12:15 PM
To: McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>; Horgan.MLA, John LASS:EX <John.Horgan.MLA@leg.bc.ca>; Mitchell-Starkey, Maureen LASS:EX <Maureen.Mitchell-Starkey@leg.bc.ca>; Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>; Privett, Don PREM:EX <Don.Privett@gov.bc.ca>; Fogg, Bruce PREM:EX <Bruce.Fogg@gov.bc.ca>
Subject: CONFIRMED -- QP - TICKETS AND LUNCH - s.22

Hello Don, Chris, Elizabeth and Bruce,

Confirmed that our Friday CO s.22 s.22 have lunch booked in the s.15 s.15 (confirmed) for 11:30 am on Wednesday, April 3, 2019 and as well two tickets for QP for pick up at 1:00.

If John is around and free April 3, 2019, will you please let him know and he can perhaps mention s.22 volunteer in his constituency office, John calls s.22 !! Or stop by in the Dining room and say hello.

As well is there an opportunity for s.22 to visit the PO either before lunch or after QP?

Thanks, Moe

From: Horgan.MLA, John
Sent: Monday, March 25, 2019 11:23 AM
To: s.15 Privett, Don PREM:EX <Don.Privett@gov.bc.ca>
Subject: CONFIRMED -- QP - TICKETS AND LUNCH - s.22

Thank you Dorothy! Appreciate this, I will let both s.22 know. Cheer, Moe

Maureen Mitchell-Starkey

Constituency Assistant to Honourable John Horgan, MLA, Langford-Juan de Fuca
P: 250-391-2801

MLA John Horgan | E: John.Horgan.MLA@leg.bc.ca

NEW-2019 - Maureen's hours (9 am to 3 pm): Monday, Thursday and Friday

From: Reservations

Sent: Monday, March 25, 2019 9:04 AM

To: Horgan.MLA, John <John.Horgan.MLA@leg.bc.ca>; Privett, Don PREM:EX <Don.Privett@gov.bc.ca>

Subject: FW: QP - TICKETS AND LUNCH -s.22

Hi Don and Moe,

I have reserved the seats for QP on April 3rd. In future please make the request through the Premiers office and them to us as I can only reserve for Legislative Offices. I assume that Don giving you our info it has been approved by the Premiers office.

Thanks

Dorothy Graham

Administrative Assistant

Sergeant At Arms

Room 218, Parliament Buildings

Victoria, BC

250-387-0952

Dorothy.Graham2@leg.bc.ca

From: Hemming, Angela

Sent: Monday, March 25, 2019 8:41 AM

To: Mitchell-Starkey, Maureen <Maureen.Mitchell-Starkey@leg.bc.ca>

Cc: Reservations <reservations@leg.bc.ca>

Subject: RE: QP - TICKETS AND LUNCH -s.22

Hi Moe,

Actually your go-to for QP tickets is Dorothy Graham who can be reached at reservations@leg.bc.ca. I've cc'd her on this message. s.15

Thanks,

Angela

From: Mitchell-Starkey, Maureen

Sent: Friday, March 22, 2019 3:13 PM

To: Hemming, Angela <Angela.Hemming@leg.bc.ca>

Cc: Horgan.MLA, John <John.Horgan.MLA@leg.bc.ca>

Subject: QP - TICKETS AND LUNCH - s.22

Hello Angela,

I would like to make arrangements for s.22
MLA John Horgan, and his guest, to attend and have lunch in the s.15

of
Wednesday, April 3, 2019 at 11:30 am

and then get two Question Period Tickets for the 1:30 pm session, same day? I understand that you are my go to person for QP tickets.

Thanks, Moe

Maureen Mitchell-Starkey

Constituency Assistant to Honourable John Horgan, MLA, Langford-Juan de Fuca

NEW-2019 - Maureen's hours (9 am to 3 pm): Monday, Thursday and Friday

P: 250-391-2801

MLA John Horgan | E: John.Horgan.MLA@leg.bc.ca

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From: Privett, Don PREM:EX [<mailto:Don.Privett@gov.bc.ca>]**Sent:** Friday, March 22, 2019 3:00 PM**To:** Mitchell-Starkey, Maureen <Maureen.Mitchell-Starkey@leg.bc.ca>**Subject:** RE: Tag you are it - question

Hi Moe,

Best to reserve

s.15		Amanda/ or other	s.15
------	--	------------------	------

QP Tickets, according to Elizabeth, it's currently

Angela Hemming

Job Title: Executive Assistant

Company: Legislative Assembly

Email: Angela.Hemming@leg.bc.ca

Business Address:

s.15

Business Phone: (250) 387-0953

Cheers,

Don

From: Mitchell-Starkey, Maureen <Maureen.Mitchell-Starkey@leg.bc.ca>**Sent:** March 22, 2019 1:55 PM**To:** Privett, Don PREM:EX <Don.Privett@gov.bc.ca>**Subject:** Tag you are it - question

Question –s.22

would like to have lunch in the s.15

and then have tickets for

QP for next Wednesday. Who do I ask? Thanks, Moe

Maureen Mitchell-Starkey

Constituency Assistant to Honourable John Horgan, MLA, Langford-Juan de Fuca

#122 - 2806 Jacklin Road Victoria BC V9B 5A4

P: 250-391-2801 | F: 250-391-2804

MLA John Horgan | E: John.Horgan.MLA@leg.bc.ca

Constituency Office Hours: Monday to Friday, 10 am to 4 pm

NEW-2019 - Maureen's hours (9 am to 3 pm): Monday, Thursday and Friday

MLA Website and to Sign up for John's Newsletter: [MLA John Horgan](#) | Twitter: [John Horgan](#) | Facebook: [John Horgan](#)



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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 25, 2019 1:01 PM
To: Olson, Lianna FIN:EX
Subject: RE: Transfer: Kate Van Meer-Mass

Hi Lianna,

I have asked Don Privett to begin the transfer out.

Elizabeth

From: Olson, Lianna FIN:EX
Sent: March 25, 2019 12:43 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Olson, Lianna FIN:EX <Lianna.Olson@gov.bc.ca>
Subject: RE: Transfer: Kate Van Meer-Mass

Hi Elizabeth,
Thanks for reaching out, the Telus Account number iss.22
process?

Also, will you be the one to do the transfer out

Thanks,
Lianna

From: Parkinson, Elizabeth PREM:EX
Sent: March 25, 2019 12:32 PM
To: Olson, Lianna FIN:EX <Lianna.Olson@gov.bc.ca>
Subject: Transfer: Kate Van Meer-Mass

Hello Lianna,

Kate gave me your name as the person she thinks might be able to help her move her phone over. Are you able to provide your Telus account number and I will let Telus know?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 25, 2019 3:01 PM
To: Geary, Vanessa PREM:EX
Subject: RE: Ministerial In-constituency travel expenses

Will do Vanessa. And are you ok with Kate taking her phone to her new position? If so, I can transfer the number over.

Elizabeth

From: Geary, Vanessa PREM:EX
Sent: March 25, 2019 2:52 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: FW: Ministerial In-constituency travel expenses

Hi EP – would you please plan on attending this session, thanks Vanessa

From: Moran, Roseanne <Roseanne.Moran@leg.bc.ca>
Sent: Monday, March 25, 2019 2:49 PM
To: Parte, Maura PSA:EX <Maura.Parte@gov.bc.ca>; Hockin, Amber PREM:EX <Amber.Hockin@gov.bc.ca>; Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: FW: Ministerial In-constituency travel expenses

Hello. Wanted to make sure you know this is happening. Offices should send someone who does Minister's expenses to the training if at all possible. Happy to chat more if needed. Thanks.

From: Reine, Kathryn
Sent: Monday, March 25, 2019 2:42 PM
To: LPACS@Victoria1.gov.bc.ca
Cc: Moran, Roseanne <Roseanne.Moran@leg.bc.ca>; Bowen, Bev <Bev.Bowen@leg.bc.ca>; McKinstry, Cindy D FIN:EX <Cindy.McKinstry@gov.bc.ca>; Levi, Nina <Nina.Levi@leg.bc.ca>; Urquhart, Brian <Brian.Urquhart@leg.bc.ca>; Poldrugovac, Saija FIN:EX <Saija.Poldrugovac@gov.bc.ca>
Subject: Ministerial In-constituency travel expenses

Attention Ministerial staff,

Below is an email provided by the Legislative Assembly Financial Services office regarding changes to MLA travel allowances as of January 1, 2019. With the attached travel form, Ministers may now claim certain in-constituency travel expenses solely for MLA travel (non-Minister travel). When submitting please do so through Legislative Assembly Financial Services office at 614 Government Street, using the same process you follow for caucus and accompanying person travel.

We will also be providing an information and training session on Wednesday, April 24th at 10:00 in the
s.15
staff in your office that may be interested in attending.

Feel free to forward this invite to other

Please RSVP by April 12th by replying to this email.

In the meantime, if you have further questions please contact me at 250-356-7515.

Thank you,

Kathryn Reine
Legislative Assembly Financial Services
614 Government Street Victoria, B.C. V8V 1X4
phone 250-356-7515

Previously sent by Ministry of Finance March, 2019

On December 19, 2018 the Legislative Assembly Management Committee (LAMC) approved changes to the Members' travel allowances. These changes have been incorporated into the Member's Guide to Policy and Resources.

At this time we wanted to provide further information to the Ministerial staff pertaining to the changes made to the In-Province Travel section, particularly related to In-Constituency travel and processing of those claims. To summarize the changes:

- The previous tiered Members' In-Constituency Travel Allowance was eliminated effective January 1, 2019.
- In its place, as of January 1, 2019 all Members receive a flat rate taxable Members Travel Expense Allowance of \$1,500 per quarter. This allowance is paid through the Assembly's payroll system and doesn't require any supporting receipts/travel claims.
- In addition, Members may now claim reimbursement for the following specific in-constituency travel expenses:
 - Accommodation, ferry costs, and airfare; and,
 - If the Member travelled more than 50km in a single day (excluding travel to and from his or her primary constituency office), mileage and per diems may be claimed.

We understand that Ministers are already able to claim for travel within their constituency in their role as Minister. If a Minister has travel expenses that relate solely to their role as an MLA (i.e. non Ministry travel) within their constituency, eligible in-constituency expenses will be covered by the Legislative Assembly by following the same process and submitting the same MLA travel claim form (attached) as is currently used for the Accompanying Person Travel and Caucus Travel claims.

Please note that for all eligible mileage claims a clear description of each individual trip, including starting and ending location is required to be included in order to be eligible for reimbursement.

If you have any questions about the above, please don't hesitate to contact Kathryn Reine (Kathryn.Reine@leg.bc.ca), (250) 356-7515, in Financial Services at the Legislative Assembly of BC.

Kind regards,

Brian Urquhart, CPA, CA
Director

Financial Services | Legislative Assembly of B.C. | 614 Government Street | Victoria, BC V8V 1X4 | Tel: 250.387.0762

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 25, 2019 3:02 PM
To: Van Meer-Mass, Kate PREM:EX
Subject: RE: Transitioning

Great! I'll set it up.

From: Van Meer-Mass, Kate PREM:EX
Sent: March 25, 2019 3:02 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Transitioning

Friday works!

From: Parkinson, Elizabeth PREM:EX
Sent: March 25, 2019 3:00 PM
To: Van Meer-Mass, Kate PREM:EX <Kate.VanMeer-Mass@gov.bc.ca>
Subject: RE: Transitioning

Hi Kate,

When would you like the phone transferred over? Friday?

From: Van Meer-Mass, Kate PREM:EX
Sent: March 25, 2019 12:14 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Transitioning

Hi Elizabeth,

I think it is Lianna Olson, she's been guiding me at least!

From: Parkinson, Elizabeth PREM:EX
Sent: March 25, 2019 12:13 PM
To: Van Meer-Mass, Kate PREM:EX <Kate.VanMeer-Mass@gov.bc.ca>
Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: RE: Transitioning

Hi Kate,

I handle the Telus account. I'm happy to transfer your phone over if you can find out the name of the person in your new office I should talk to?

Thanks,

Elizabeth

From: Van Meer-Mass, Kate PREM:EX

Sent: March 25, 2019 10:40 AM

To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>; Privett, Don PREM:EX <Don.Privett@gov.bc.ca>

Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>

Subject: FW: Transitioning

Hi Folks,

Can we chat about how this is going to work so it will be all set and ready to go?

Kate

From: Henry, David A FIN:EX

Sent: March 25, 2019 10:39 AM

To: Van Meer-Mass, Kate PREM:EX <Kate.VanMeer-Mass@gov.bc.ca>

Cc: PREM Tech <PREM.Tech@gov.bc.ca>; FIN IMB s.17

Subject: RE: Transitioning

Good morning Kate,

For cellphone transfer, 2 steps:

1st, Manager approval to take device

2nd, whomever does the TELUS account maintenance, (possibly Elizabeth may know or Don?) they need to transfer your account over to CABRO (there should be someone there whom does the accounts as well in similar role).

Then you can take your device with you.

The TELUS corporate service email for this is as below:

corp34.tm@telus.com

For your Government account:

A service request should be submitted (I think Don does these) for your government account to be transferred from PREM exec to CABRO. That will take care of all the other pieces. Based on your transfer date there could be some downtime.

PremTech can be of assistance with any technology needs.

Any questions/issues or assistance required don't hesitate to contact.

David

From: Van Meer-Mass, Kate PREM:EX

Sent: March 25, 2019 10:06 AM

To: PREM Tech <PREM.Tech@gov.bc.ca>

Subject: Transitioning

Morning,

I'm transitioning over to CABRO on April 1st. They are wondering if I am bringing my work cell over and how the transfer over of LAN's will work. Can you offer some advice?

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 25, 2019 3:41 PM
To: Nash, Amber PREM:EX
Subject: RE: Premier's phone

Agreed Amber. I'd like to order it today if Vanessa approves.

From: Nash, Amber PREM:EX
Sent: March 25, 2019 3:38 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>; Brown, Evan PREM:EX <Evan.Brown@gov.bc.ca>
Subject: Re: Premier's phone

I'm ok with whatever the Premier needs. And if he good with the newer model than that's great. Would like to get this resolved soon.

Amber

On Mar 25, 2019, at 3:35 PM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Hi Amber and David and Vanessa,

The Premier's phone battery will not hold a charge anymore. It is an iPhone 6 and is not produced anymore. Robin looked all over the province thru Telus for an iPhone 7 with at least 64GB of data and couldn't find one as they are also no longer produced. There are iPhone 8's available and surprisingly they fit his special locking cases better than the iPhone 6. I understand there is a \$230 fee currently for the iPhone 8. Would everyone be ok with this solution? The Premier was asking again today about what is happening with his phone and when he will be getting a new one.

Thanks,

<image003.png> *Elizabeth Parkinson*
Finance and Administration Officer
Office of the Premier
*Direct: 778-974-6082
Reception: 250-387-1715
E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 25, 2019 3:42 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Amber Hockin, TV#E130908
Attachments: Scan_20190325.pdf

From: s.15..... <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 25, 2019 3:39 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 25, 2019 4:30 PM
To: 's.15; s.22'; s.15; s.22
Cc: McLaren, Chris PREM:EX; Nash, Amber PREM:EX
Subject: Grizzlies at the Q-Centre tonight

Hj s.15; s.22

The Premier wants to attend Game 7 of the Grizzlies tonight at the Q-Centre. He is apparently dropping the puck and will be introduced by the owner Lance Black. Bruce Fogg will be staffing him and will meet him at the 'Will call' window for the tickets. Mr. Black will have a s.15
s.15

Thanks,



Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 8:47 AM
To: Henry, David A FIN:EX; Nash, Amber PREM:EX
Subject: RE: Premier's phone

Thanks for your response David. The Premier uses Airbuds now. He will need a 64GB device too.

From: Henry, David A FIN:EX
Sent: March 26, 2019 7:47 AM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>; Nash, Amber PREM:EX <Amber.Nash@gov.bc.ca>; Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Brown, Evan PREM:EX <Evan.Brown@gov.bc.ca>
Subject: RE: Premier's phone

Apologies Amber and Elizabeth, Evan and Vanessa,

I was out of town and just back. I have an **iPhone 6** (spare – **32GB**) model. It works quite fine.
I know the Premier wanted a device previously with the jack for wired earbuds.
Or is this no longer an issue? I understand he may use wireless earbuds? I don't want to throw a wrench in the works, but wanted to advise of all options.

Thanks,
David

From: Geary, Vanessa PREM:EX
Sent: March 25, 2019 4:07 PM
To: Nash, Amber PREM:EX <Amber.Nash@gov.bc.ca>; Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Brown, Evan PREM:EX <Evan.Brown@gov.bc.ca>
Subject: RE: Premier's phone

This is approved. Please go ahead and make it happen. Thanks all. Vanessa

From: Nash, Amber PREM:EX
Sent: Monday, March 25, 2019 3:38 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>; Brown, Evan PREM:EX <Evan.Brown@gov.bc.ca>
Subject: Re: Premier's phone

I'm ok with whatever the Premier needs. And if he good with the newer model than that's great. Would like to get this resolved soon.

Amber

On Mar 25, 2019, at 3:35 PM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Hi Amber and David and Vanessa,

The Premier's phone battery will not hold a charge anymore. It is an iPhone 6 and is not produced anymore. Robin looked all over the province thru Telus for an iPhone 7 with at least 64GB of data and couldn't find one as they are also no longer produced. There are iPhone 8's available and surprisingly they fit his special locking cases better than the iPhone 6. I understand there is a \$230 fee currently for the iPhone 8. Would everyone be ok with this solution? The Premier was asking again today about what is happening with his phone and when he will be getting a new one.

Thanks,

<image003.png>

Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 9:03 AM
To: Dixon, Olivia PREM:EX
Subject: RE: Receipts from Natasha Tony



From: Dixon, Olivia PREM:EX
Sent: March 26, 2019 9:03 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Receipts from Natasha Tony

Absolutely!

Olivia Dixon | Administrative Assistant
Vancouver Cabinet Office | Office of the Premier
O: 604-398-5779 | **B:** 604-775-1600 | **E:** Olivia.Dixon@gov.bc.ca

This message and its contents are confidential. If you received this message in error, do not distribute, use, or rely upon it. Instead, please inform the sender and then delete it. Thank you.

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 9:02 AM
To: Dixon, Olivia PREM:EX <Olivia.Dixon@gov.bc.ca>
Subject: RE: Receipts from Natasha Tony

Thanks Olivia. I've emailed Natasha and asked for a copies, but if the originals come in can you please send them over to me?

Thanks,

Elizabeth

From: Dixon, Olivia PREM:EX
Sent: March 26, 2019 9:01 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Receipts from Natasha Tony

Hello again,

No we have not received the receipts yet. BC Mail just left and there was nothing for us delivered here or to JTT.

Olivia Dixon | Administrative Assistant
Vancouver Cabinet Office | Office of the Premier
O: 604-398-5779 | **B:** 604-775-1600 | **E:** Olivia.Dixon@gov.bc.ca

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From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 9:00 AM
To: Dixon, Olivia PREM:EX <Olivia.Dixon@gov.bc.ca>
Subject: RE: Receipts from Natasha Tony

Thank you Olivia!

From: Dixon, Olivia PREM:EX
Sent: March 26, 2019 8:30 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Receipts from Natasha Tony

Good morning Elizabeth!

No receipts arrived here yet but I will go check next door if they haven't arrived with the mail when it comes this morning.

Warmest regards,

Olivia Dixon | Administrative Assistant
Vancouver Cabinet Office | Office of the Premier
O: 604-398-5779 | **B:** 604-775-1600 | **E:** Olivia.Dixon@gov.bc.ca

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From: Parkinson, Elizabeth PREM:EX
Sent: March 25, 2019 4:34 PM
To: Dixon, Olivia PREM:EX <Olivia.Dixon@gov.bc.ca>
Subject: RE: Receipts from Natasha Tony

Hi Olivia,

I think the receipts should have come in the mail today.

Elizabeth

From: Dixon, Olivia PREM:EX
Sent: March 25, 2019 4:16 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Receipts from Natasha Tony

Hi Elizabeth,

I am not sure, were they the ones Evan was going to bring over with him? I believe Danny was scanning you some receipts last week would those have been the ones?

Olivia Dixon | Administrative Assistant
Vancouver Cabinet Office | Office of the Premier
O: 604-398-5779 | **B:** 604-775-1600 | **E:** Olivia.Dixon@gov.bc.ca

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From: Parkinson, Elizabeth PREM:EX
Sent: March 25, 2019 3:46 PM
To: Dixon, Olivia PREM:EX <Olivia.Dixon@gov.bc.ca>
Subject: Receipts from Natasha Tony

Hi Olivia,

Do you know if the receipts have arrived from Natasha?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 9:38 AM
To: Henry, David A FIN:EX
Cc: Brown, Evan PREM:EX
Subject: RE: Iphone 8 for the Premier

Thank you David. 3:15 should give us the time necessary.

Elizabeth

From: Henry, David A FIN:EX
Sent: March 26, 2019 9:38 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: 'Lana Garraway' <lane@ralphs.ca>
Subject: Re: Iphone 8 for the Premier

Hi Elizabeth, we will be ready. We will need at least an hour with old device and new to to transfer of all the data, account, music, etc.

David

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

From: "Parkinson, Elizabeth PREM:EX" <Elizabeth.Parkinson@gov.bc.ca>
Date: 2019-03-26 9:34 AM (GMT-08:00)
To: "Henry, David A FIN:EX" <David.Henry@gov.bc.ca>
Subject: FW: Iphone 8 for the Premier

Hi Lindsay and David,

Could we have the phone here before 3:00? David, would it be possible to have someone here at 3:15 today to set-up and transfer over the Premier's phone contacts and information?

Thanks,

Elizabeth

From: Lana Garraway <lane@ralphs.ca>
Sent: March 26, 2019 9:26 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>; Henry, David A FIN:EX <David.Henry@gov.bc.ca>
Subject: RE: Iphone 8 for the Premier

Good morning,

I will have this done as soon as I can.

Lindsay Slevan on behalf of

Lana Garraway
Victoria Store Manager
Ralph's Radio Ltd.
815 View St, Victoria BC V8W 1K1
Cellular: (250)896-4866
Office: 778-404-7232
www.ralphs.ca



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From: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 25, 2019 5:06 PM
To: Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Lana Garraway <lane@ralphs.ca>
Subject: RE: Iphone 8 for the Premier

Hi Lana,

Our account is s.17

Thanks,

Elizabeth

From: Henry, David A FIN:EX
Sent: March 25, 2019 4:50 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: 'Lana Garraway' <lane@ralphs.ca>; PREM Tech <PREM.Tech@gov.bc.ca>
Subject: Re: Iphone 8 for the Premier

For sure Elizabeth, we will work with Lana on this.
Lana will need the account # and cell #.

Thanks,
David

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

From: "Parkinson, Elizabeth PREM:EX" <Elizabeth.Parkinson@gov.bc.ca>
Date: 2019-03-25 4:32 PM (GMT-08:00)

To: "Henry, David A FIN:EX" <David.Henry@gov.bc.ca>

Cc: 'Lana Garraway' <lane@ralphs.ca>

Subject: Iphone 8 for the Premier

Hi David,

Can I please order an iPhone 8 for the Premier and arrange set-up asap?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 9:41 AM
To: Nash, Amber PREM:EX
Subject: FW: Iphone 8 for the Premier

Hi Amber,

Arranged with Evan 😊

From: Henry, David A FIN:EX
Sent: March 26, 2019 9:38 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: 'Lana Garraway' <lane@ralphs.ca>
Subject: Re: Iphone 8 for the Premier

Hi Elizabeth, we will be ready. We will need at least an hour with old device and new to to transfer of all the data, account, music, etc.

David

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

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Subject: RE: Iphone 8 for the Premier

Good morning,

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Lindsay Slevan on behalf of

Lana Garraway
Victoria Store Manager
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815 View St, Victoria BC V8W 1K1
Cellular: (250)896-4866
Office: 778-404-7232
www.ralphs.ca



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From: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 25, 2019 5:06 PM
To: Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Lana Garraway <lane@ralphs.ca>
Subject: RE: Iphone 8 for the Premier

Hi Lana,

Our account is s.17

Thanks,

Elizabeth

From: Henry, David A FIN:EX
Sent: March 25, 2019 4:50 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: 'Lana Garraway' <lane@ralphs.ca>; PREM Tech <PREM.Tech@gov.bc.ca>
Subject: Re: Iphone 8 for the Premier

For sure Elizabeth, we will work with Lana on this.
Lana will need the account # and cell #.

Thanks,
David

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

From: "Parkinson, Elizabeth PREM:EX" <Elizabeth.Parkinson@gov.bc.ca>
Date: 2019-03-25 4:32 PM (GMT-08:00)

To: "Henry, David A FIN:EX" <David.Henry@gov.bc.ca>

Cc: 'Lana Garraway' <lane@ralphs.ca>

Subject: Iphone 8 for the Premier

Hi David,

Can I please order an iPhone 8 for the Premier and arrange set-up asap?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 9:42 AM
To: Poldrugovac, Saija FIN:EX
Subject: RE: Ministerial in-Constituency travel expenses

Perfect! Thanks Saija. I'll sign up too.

From: Poldrugovac, Saija FIN:EX
Sent: March 26, 2019 7:02 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Ministerial in-Constituency travel expenses

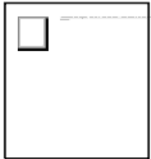
I think that's a great idea! I believe that if the Premier is doing anything that is specific to his MLA role and not to do with capacity of the Premier, the rules aren't different.

From: Parkinson, Elizabeth PREM:EX
Sent: March 25, 2019 3:16 PM
To: Poldrugovac, Saija FIN:EX
Subject: Ministerial in-Constituency travel expenses

Hi Saija,

Is it ok if I attend this session? Is there anything that applies differently to the Premier?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 9:54 AM
To: Reine, Kathryn LASS:EX
Subject: RE: Ministerial In-constituency travel expenses

Thanks Kathryn. Yes, I like to keep in the know.

From: Reine, Kathryn <Kathryn.Reine@leg.bc.ca>
Sent: March 26, 2019 9:46 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Ministerial In-constituency travel expenses

Absolutely! See you then

I can't imagine the in-constituency travel affecting you too much as the Premier's riding is smaller? But, its good to attend these events. ☺

*Kathryn Reine
Legislative Assembly Financial Services
614 Government Street
Victoria, B.C. V8V 1X4
phone 250-356-7515 fax 250-356-7517*

From: Parkinson, Elizabeth PREM:EX [<mailto:Elizabeth.Parkinson@gov.bc.ca>]
Sent: Tuesday, March 26, 2019 9:43 AM
To: Reine, Kathryn <Kathryn.Reine@leg.bc.ca>
Subject: FW: Ministerial In-constituency travel expenses

Hi Kathryn,

Can I also attend this training session?

Thanks,

Elizabeth

From: Reine, Kathryn
Sent: Monday, March 25, 2019 2:42 PM
To: LPACS@Victoria1.gov.bc.ca
Cc: Moran, Roseanne <Roseanne.Moran@leg.bc.ca>; Bowen, Bev <Bev.Bowen@leg.bc.ca>; McKinstry, Cindy D FIN:EX <Cindy.McKinstry@gov.bc.ca>; Levi, Nina <Nina.Levi@leg.bc.ca>; Urquhart, Brian <Brian.Urquhart@leg.bc.ca>; Poldrugovac, Saija FIN:EX <Saija.Poldrugovac@gov.bc.ca>
Subject: Ministerial In-constituency travel expenses

Attention Ministerial staff,

Below is an email provided by the Legislative Assembly Financial Services office regarding changes to MLA travel allowances as of January 1, 2019. With the attached travel form, Ministers may now claim certain in-constituency travel expenses solely for MLA travel (non-Minister travel). When submitting please do so through Legislative Assembly Financial Services office at 614 Government Street, using the same process you follow for caucus and accompanying person travel.

We will also be providing an information and training session on Wednesday, April 24th at 10:00 in the s.15 located on the s.15. Feel free to forward this invite to other staff in your office that may be interested in attending.

Please RSVP by April 12th by replying to this email.

In the meantime, if you have further questions please contact me at 250-356-7515.

Thank you,

Kathryn Reine
Legislative Assembly Financial Services
614 Government Street Victoria, B.C. V8V 1X4
phone 250-356-7515

Previously sent by Ministry of Finance March, 2019

On December 19, 2018 the Legislative Assembly Management Committee (LAMC) approved changes to the Members' travel allowances. These changes have been incorporated into the Member's Guide to Policy and Resources.

At this time we wanted to provide further information to the Ministerial staff pertaining to the changes made to the In-Province Travel section, particularly related to In-Constituency travel and processing of those claims. To summarize the changes:

- The previous tiered Members' In-Constituency Travel Allowance was eliminated effective January 1, 2019.
- In its place, as of January 1, 2019 all Members receive a flat rate taxable Members Travel Expense Allowance of \$1,500 per quarter. This allowance is paid through the Assembly's payroll system and doesn't require any supporting receipts/travel claims.
- In addition, Members may now claim reimbursement for the following specific in-constituency travel expenses:
 - Accommodation, ferry costs, and airfare; and,
 - If the Member travelled more than 50km in a single day (excluding travel to and from his or her primary constituency office), mileage and per diems may be claimed.

We understand that Ministers are already able to claim for travel within their constituency in their role as Minister. If a Minister has travel expenses that relate solely to their role as an MLA (i.e. non Ministry travel) within their constituency, eligible in-constituency expenses will be covered by the Legislative Assembly by following the same process and submitting the same MLA travel claim form (attached) as is currently used for the Accompanying Person Travel and Caucus Travel claims.

Please note that for all eligible mileage claims a clear description of each individual trip, including starting and ending location is required to be included in order to be eligible for reimbursement.

If you have any questions about the above, please don't hesitate to contact Kathryn Reine (Kathryn.Reine@leg.bc.ca), (250) 356-7515, in Financial Services at the Legislative Assembly of BC.

Kind regards,

Brian Urquhart, CPA, CA
Director

Financial Services | Legislative Assembly of B.C. | 614 Government Street | Victoria, BC V8V 1X4 | Tel: 250.387.0762

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 9:58 AM
To: 'Lana Garraway'
Subject: RE: Iphone 8 for the Premier

Thank you for checking Lindsay. The Premier uses about 30 GB so the 64 GB iphone 8 will do fine.

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

From: Lana Garraway <lane@ralphs.ca>
Sent: March 26, 2019 9:49 AM
To: Henry, David A FIN:EX <David.Henry@gov.bc.ca>; Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Iphone 8 for the Premier

Hello Elizabeth,

Upon checking Jon Horgan's line, it looks like he is currently using the iPhone 6s 128GB. The iPhone 8 only comes in a 64GB. Are you able to find out how much internal storage he uses just because if he needs the 128GB's of storage, then we will have to go with the iPhone Xr 128GB at \$550.00 in cost instead of the iPhone 8 64GB at \$280.00 in cost.

Unfortunately the higher storage amounts for the iPhone 8 were discontinued some time ago.

Lindsay Slevan on behalf of
Lana Garraway
Victoria Store Manager
Ralph's Radio Ltd.
815 View St, Victoria BC V8W 1K1
Cellular: (250)896-4866
Office: 778-404-7232
www.ralphs.ca

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

From: Henry, David A FIN:EX <David.Henry@gov.bc.ca>
Sent: March 26, 2019 9:38 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Lana Garraway <lane@ralphs.ca>
Subject: Re: Iphone 8 for the Premier

Hi Elizabeth, we will be ready. We will need at least an hour with old device and new to to transfer of all the data, account, music, etc.

David

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

From: "Parkinson, Elizabeth PREM:EX" <Elizabeth.Parkinson@gov.bc.ca>
Date: 2019-03-26 9:34 AM (GMT-08:00)
To: "Henry, David A FIN:EX" <David.Henry@gov.bc.ca>
Subject: FW: Iphone 8 for the Premier

Hi Lindsay and David,

Could we have the phone here before 3:00? David, would it be possible to have someone here at 3:15 today to set-up and transfer over the Premier's phone contacts and information?

Thanks,

Elizabeth

From: Lana Garraway <lane@ralphs.ca>
Sent: March 26, 2019 9:26 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>; Henry, David A FIN:EX <David.Henry@gov.bc.ca>
Subject: RE: Iphone 8 for the Premier

Good morning,

I will have this done as soon as I can.

Lindsay Slevan on behalf of
Lana Garraway
Victoria Store Manager
Ralph's Radio Ltd.
815 View St, Victoria BC V8W 1K1
Cellular: (250)896-4866
Office: 778-404-7232
www.ralphs.ca<<http://www.ralphs.ca>>

[cid:image001.jpg@01D451C6.BD808D00]
[cid:image002.jpg@01D451C6.BD808D00]

From: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca<mailto:Elizabeth.Parkinson@gov.bc.ca>>
Sent: March 25, 2019 5:06 PM
To: Henry, David A FIN:EX <David.Henry@gov.bc.ca<mailto:David.Henry@gov.bc.ca>>; Lana Garraway <lane@ralphs.ca<mailto:lane@ralphs.ca>>
Subject: RE: Iphone 8 for the Premier

Hi Lana,

Our account is s.17

Thanks,

Elizabeth

From: Henry, David A FIN:EX
Sent: March 25, 2019 4:50 PM

To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca<mailto:Elizabeth.Parkinson@gov.bc.ca>>
Cc: 'Lana Garraway' <lane@ralphs.ca<mailto:lane@ralphs.ca>>; PREM Tech
<PREM.Tech@gov.bc.ca<mailto:PREM.Tech@gov.bc.ca>>
Subject: Re: Iphone 8 for the Premier

For sure Elizabeth, we will work with Lana on this.
Lana will need the account # and cell #.

Thanks,
David

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

From: "Parkinson, Elizabeth PREM:EX" <Elizabeth.Parkinson@gov.bc.ca<mailto:Elizabeth.Parkinson@gov.bc.ca>>
Date: 2019-03-25 4:32 PM (GMT-08:00)
To: "Henry, David A FIN:EX" <David.Henry@gov.bc.ca<mailto:David.Henry@gov.bc.ca>>
Cc: 'Lana Garraway' <lane@ralphs.ca<mailto:lane@ralphs.ca>>
Subject: Iphone 8 for the Premier

Hi David,

Can I please order an iPhone 8 for the Premier and arrange set-up asap?

Thanks,

[cid:image003.png@01D30B76.0B043D30]

Elizabeth Parkinson
Finance and Administration Officer
Office of the Premier
*Direct: 778-974-6082
Reception: 250-387-1715
E-mail: elizabeth.parkinson@gov.bc.ca<mailto:elizabeth.parkinson@gov.bc.ca>

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 10:00 AM
To: McLaren, Chris PREM:EX
Subject: RE: contact info

I sent Amber a message Friday, she received it and then she sent me a bunch of texts which didn't come to my phone. It's really odd. Brett is on it.

From: McLaren, Chris PREM:EX
Sent: March 26, 2019 9:56 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: contact info

s.22

It said it was delivered as an iMessage...that is weird. I sent it at 8:54 on Saturday, March 24...

Chris

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 9:51 AM
To: McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>
Subject: RE: contact info

No, I didn't get anything. Amber also sent me texts and I didn't get them. Weird. I'll check with Brett.

What's your number? I'll add it to my contacts.

From: McLaren, Chris PREM:EX
Sent: March 26, 2019 9:48 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: contact info

Hi Elizabeth,
I texted you over the weekend and did not hear back from you.
Did you get it?
The number I have for your work cell is:

s.17

Is this correct?
Thanks for letting me know.
Cheers,
Chris



Christine McLaren, Scheduling Officer
Office of the Premier
778-974-6083

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 10:05 AM
To: Hockin, Amber PREM:EX
Subject: BMO-Compass

Hi Amber,

I spoke with Finance and she thought that the Compass charge should have gone through for you on your travel card. She asked if you can try again and tell me exactly what it says and she will follow-up with BMO.

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 10:21 AM
To: McLaren, Chris PREM:EX
Subject: RE: contact info

Me either. Can you try to send me one now?

From: McLaren, Chris PREM:EX
Sent: March 26, 2019 10:21 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: contact info

Yes, it would...not sure why it went to iMessage to your phone though...

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 10:19 AM
To: McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>
Subject: RE: contact info

iMessage was clicked off. Would that cause problems?

From: McLaren, Chris PREM:EX
Sent: March 26, 2019 10:17 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: contact info

It came through as an iMessage which is odd...
Maybe check settings?

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 10:01 AM
To: McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>
Subject: RE: contact info

Your contact is in my phone. I don't know what could be wrong but Brett said maybe they'll take it back to factory format and re-install.

From: McLaren, Chris PREM:EX
Sent: March 26, 2019 9:56 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: contact info

s.22

It said it was delivered as an iMessage...that is weird. I sent it at 8:54 on Saturday, March 24...

Chris

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 9:51 AM
To: McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>
Subject: RE: contact info

No, I didn't get anything. Amber also sent me texts and I didn't get them. Weird. I'll check with Brett.

What's your number? I'll add it to my contacts.

From: McLaren, Chris PREM:EX
Sent: March 26, 2019 9:48 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: contact info

Hi Elizabeth,
I texted you over the weekend and did not hear back from you.
Did you get it?
The number I have for your work cell is:
s.17
Is this correct?
Thanks for letting me know.
Cheers,
Chris



Christine McLaren, Scheduling Officer
Office of the Premier
778-974-6083

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 10:22 AM
To: Wade, Debbie PREM:EX
Subject: RE: Geoff Meggs Luncheon, March 6

Yes, please.

From: Wade, Debbie PREM:EX
Sent: March 26, 2019 10:21 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Geoff Meggs Luncheon, March 6

NO! lol – should I ask him again?

Debbie Wade
Executive Coordinator to Geoff Meggs - Chief of Staff
and Amber Hockin - Deputy Chief of Staff
Office of the Premier
778-974-6075

From: Parkinson, Elizabeth PREM:EX
Sent: Tuesday, March 26, 2019 10:21 AM
To: Wade, Debbie PREM:EX <Debbie.Wade@gov.bc.ca>
Subject: RE: Geoff Meggs Luncheon, March 6

Thanks Debbie. Did he say where they sat?

From: Wade, Debbie PREM:EX
Sent: March 26, 2019 10:19 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Geoff Meggs Luncheon, March 6

Hi Elizabeth;

Geoff's response.

I thought I had attached it. It was s.22

Hope this helps!

Debbie Wade
Executive Coordinator to Geoff Meggs - Chief of Staff
and Amber Hockin - Deputy Chief of Staff
Office of the Premier
778-974-6075

From: Parkinson, Elizabeth PREM:EX
Sent: Tuesday, March 26, 2019 10:06 AM
To: Wade, Debbie PREM:EX <Debbie.Wade@gov.bc.ca>
Subject: FW: Geoff Meggs Luncheon, March 6

Hi Debbie,

Were you able to ask Geoff where they sat in the restaurant and one of the dishes, so I can follow-up on getting a list for Finance?

Thanks,

Elizabeth

From: Poldrugovac, Saija FIN:EX
Sent: March 20, 2019 5:04 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Geoff Meggs Luncheon, March 6

We need an itemized receipt to show what they had for lunch.... Can you check if Geoff still has that?
~S

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 3:35 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: BEA: Geoff Meggs Luncheon, March 6

From:s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 20, 2019 2:44 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 10:28 AM
To: Henry, David A FIN:EX
Subject: RE: Premier's phone today-Time change

I'll do that. Thanks again!

From: Henry, David A FIN:EX
Sent: March 26, 2019 10:26 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: 'Lana Garraway' <lane@ralphs.ca>
Subject: RE: Premier's phone today-Time change

No problem here Elizabeth.
One item as soon as you receive the phone, can it be taken out and put on charger? That will help speed up things too.

Thanks,
David

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 10:24 AM
To: Henry, David A FIN:EX <David.Henry@gov.bc.ca>
Cc: 'Lana Garraway' <lane@ralphs.ca>
Subject: Premier's phone today-Time change

Hi David and Lindsay,

Can we do the transfer at 3:00, just a little earlier?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 10:30 AM
To: McLaren, Chris PREM:EX
Subject: RE: contact info

😊 Thanks.

From: McLaren, Chris PREM:EX
Sent: March 26, 2019 10:30 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: contact info

Sorry I have had to catch up on a few calendar entries...will send in 2 mins...
C

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 10:29 AM
To: McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>
Subject: RE: contact info

Are you able to send me a message now?

From: McLaren, Chris PREM:EX
Sent: March 26, 2019 10:21 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: contact info

Yes, it would...not sure why it went to iMessage to your phone though...

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 10:19 AM
To: McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>
Subject: RE: contact info

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From: McLaren, Chris PREM:EX
Sent: March 26, 2019 10:17 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: contact info

It came through as an iMessage which is odd...
Maybe check settings?

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 10:01 AM

To: McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>

Subject: RE: contact info

Your contact is in my phone. I don't know what could be wrong but Brett said maybe they'll take it back to factory format and re-install.

From: McLaren, Chris PREM:EX

Sent: March 26, 2019 9:56 AM

To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>

Subject: RE: contact info

s.22

It said it was delivered as an iMessage...that is weird. I sent it at 8:54 on Saturday, March 24...

Chris

From: Parkinson, Elizabeth PREM:EX

Sent: March 26, 2019 9:51 AM

To: McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>

Subject: RE: contact info

No, I didn't get anything. Amber also sent me texts and I didn't get them. Weird. I'll check with Brett.

What's your number? I'll add it to my contacts.

From: McLaren, Chris PREM:EX

Sent: March 26, 2019 9:48 AM

To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>

Subject: contact info

Hi Elizabeth,

I texted you over the weekend and did not hear back from you.

Did you get it?

The number I have for your work cell is:

s.17

Is this correct?

Thanks for letting me know.

Cheers,

Chris



Christine McLaren, Scheduling Officer
Office of the Premier
778-974-6083

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 11:07 AM
To: Wade, Debbie PREM:EX
Subject: RE: Geoff Meggs Luncheon, March 6

Thank you Debbie!

From: Wade, Debbie PREM:EX
Sent: March 26, 2019 11:06 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: FW: Geoff Meggs Luncheon, March 6

He said they sat in the s.15 far right side.



*Debbie Wade
Executive Coordinator to Geoff Meggs - Chief of Staff
and Amber Hockin - Deputy Chief of Staff
Office of the Premier
778-974-6075*

From: Meggs, Geoff PREM:EX
Sent: Tuesday, March 26, 2019 10:18 AM
To: Wade, Debbie PREM:EX <Debbie.Wade@gov.bc.ca>
Subject: Re: Geoff Meggs Luncheon, March 6

I thought I had attached it. It was s.22

G

Sent from my iPhone

On Mar 26, 2019, at 10:11 AM, Wade, Debbie PREM:EX <Debbie.Wade@gov.bc.ca> wrote:

Hi Geoff;

Sorry to bother you on this one again, do you have to remember where you sat in the s.15
s.15 for this lunch, and one of the dishes that was ordered? They will be able to find the itemized
receipt hopefully with this info.

Thanks!

*Debbie Wade
Executive Coordinator to Geoff Meggs - Chief of Staff
and Amber Hockin - Deputy Chief of Staff
Office of the Premier*

From: Poldrugovac, Saija FIN:EX
Sent: March 20, 2019 5:04 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Geoff Meggs Luncheon, March 6

We need an itemized receipt to show what they had for lunch.... Can you check if Geoff still has that?
~S

From: Parkinson, Elizabeth PREM:EX
Sent: March 20, 2019 3:35 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: BEA: Geoff Meggs Luncheon, March 6

From: s.15 | <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 20, 2019 2:44 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 11:11 AM
To: Trimble, Brett FIN:EX
Subject: RE: Phone issues

Sure. Thanks Brett.

From: Trimble, Brett FIN:EX
Sent: March 26, 2019 11:11 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Phone issues

Hi Elizabeth,
Can I come by this afternoon to discuss, sometime after 2:00 perhaps?

Regards, Brett

Brett Trimble
Systems Analyst
Ministry of Finance | Offices of the Premier
Tel: (778)698-3782
Cel: (250)634-4966

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

From: "Parkinson, Elizabeth PREM:EX" <Elizabeth.Parkinson@gov.bc.ca>
Date: 2019-03-26 9:55 AM (GMT-08:00)
To: "Trimble, Brett FIN:EX" <Brett.Trimble@gov.bc.ca>
Subject: Phone issues

Hi Brett,

Three people told me they sent me multiple texts over the weekend and I didn't receive them. Are you able to fix whatever is going on?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 11:33 AM
To: 'Sharon MacAdams'
Subject: RE: Ralph's Radio Ltd. - A/R Payment Invoice s.22

Thank you Sharon.

From: Sharon MacAdams <sharon@ralphs.ca>
Sent: March 26, 2019 11:31 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Ralph's Radio Ltd. - A/R Payment Invoice s.22

Hi Elizabeth,

I have attached the A/R receipt for Invoice s.22 \$313.60 processed on Mastercard.

Thankyou

Sharon

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 12:11 PM
To: Dixon, Olivia PREM:EX
Subject: RE: Tableware Purchases at VCO

Hi Olivia,

Yes, you should get written approval for the expense with an amount total and then fill in the BEA once you have the receipts.

Elizabeth

From: Dixon, Olivia PREM:EX
Sent: March 26, 2019 12:08 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Tableware Purchases at VCO

Hi Elizabeth!

I am purchasing some tableware items for VCO (plates, forks, mug, etc.) and I was wondering if I need to fill out a BEA for this? Or would I just send all the details to Vanessa requesting her written permission to purchase them?

Warmest regards,

Olivia Dixon | Administrative Assistant
Vancouver Cabinet Office | Office of the Premier
O: 604-398-5779 | **B:** 604-775-1600 | **E:** Olivia.Dixon@gov.bc.ca

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Page 237 of 314 to/à Page 238 of 314

Withheld pursuant to/removed as

s.22

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 3:04 PM
To: Privett, Don PREM:EX
Subject: FW: Copy of the receipts?
Attachments: BOOKING_B190414936_V1[13988].pdf; image001.png

Hi Don,

Are you able to print this? The page cuts off when I try.

Thanks,

Elizabeth

From: Natasha Tony <s.22...>
Sent: March 26, 2019 2:53 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: RE: Copy of the receipts?

Hello Elizabeth,

I am looking into the tracking of the mail after I send you this information - attached is the booking for the ferry and the hotel booking.

Thank you and apologies – I really thought I was being thorough with submitting invoices and receipts!

Best,

Natasha

Your Receipt

Guest	Natasha Heughan Tony
Arrive	Monday, March 11, 2019
Depart	Thursday, March 14, 2019
Adults	1
Room	1s.15
Rates per room	
Room 1s.15 Free Cancellation	(Natasha Heughan Tony - 1 adults, 0 children)

Mon, Mar 11
Tue, Mar 12
Wed, Mar 13
Costs & Fees
Subtotal
Tax Recovery Charges & Service Fees
Total
Payment Info
Payment Method
Card Number *****
Amount Charged
Your card was charged in Canadian Dollars
This payment will be processed in the United States and will appear on your statement as "s.15
By booking this reservation you have accepted the Terms and Conditions.
Billing Address
Name Natasha Heughan Tony
Address s.22
Phone
Promotion Details
Semi Flex Promotion House + 2 days
Cancellation Policy
Each room in this reservation is subject to the hotel's cancellation policy which is: Cancellations before 03/06/2019, 11:59 PM (America/V are fully refundable. Bookings cancelled after 03/06/2019, 11:59 PM (America/Vancouver) are subject to a fee of 1 night's room and tax. refund for no-shows, early checkouts, or cancellations after 03/11/2019, 10:00 AM (America/Vancouver).
Booking Ref. Number
s.15

Natasha Tony

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 9:00 AM
To: 'Natasha Tony'
Subject: Copy of the receipts?

Hi Natasha,

We haven't received the receipts yet at VCO. Are you able to send me a scanned copy from your files so I can begin with payment of the expenses?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer
Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 3:48 PM
To: McLaren, Chris PREM:EX
Subject: RE: contact info

Hi Chris,

Brett says that when we update our phones sometimes the settings are changed and he thinks that is what happened here. So it should be ok now. Thanks again for telling me.

Elizabeth

From: McLaren, Chris PREM:EX
Sent: March 26, 2019 10:21 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: contact info

Yes, it would...not sure why it went to iMessage to your phone though...

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 10:19 AM
To: McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>
Subject: RE: contact info

iMessage was clicked off. Would that cause problems?

From: McLaren, Chris PREM:EX
Sent: March 26, 2019 10:17 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: contact info

It came through as an iMessage which is odd...
Maybe check settings?

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 10:01 AM
To: McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>
Subject: RE: contact info

Your contact is in my phone. I don't know what could be wrong but Brett said maybe they'll take it back to factory format and re-install.

From: McLaren, Chris PREM:EX
Sent: March 26, 2019 9:56 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: contact info

s.22

It said it was delivered as an iMessage...that is weird. I sent it at 8:54 on Saturday, March 24...

Chris

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 9:51 AM
To: McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>
Subject: RE: contact info

No, I didn't get anything. Amber also sent me texts and I didn't get them. Weird. I'll check with Brett.

What's your number? I'll add it to my contacts.

From: McLaren, Chris PREM:EX
Sent: March 26, 2019 9:48 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: contact info

Hi Elizabeth,
I texted you over the weekend and did not hear back from you.
Did you get it?
The number I have for your work cell is:
s.17

Is this correct?
Thanks for letting me know.
Cheers,
Chris



Christine McLaren, Scheduling Officer
Office of the Premier
778-974-6083

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 3:52 PM
To: Geary, Vanessa PREM:EX
Subject: RE: Nowruz payments

Hi Vanessa,

I don't see any attachment. Can you send that to me so I can see?

Thanks,

Elizabeth

From: Geary, Vanessa PREM:EX
Sent: March 26, 2019 3:49 PM
To: Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>; Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Devereux, Rick GCPE:EX <Rick.Devereux@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Nowruz payments

Thanks Charlotte.

Elizabeth, as Danny is away this week on training, do you have time to process with the off chance we may be able to sneak in under the 2018/19 wire?

Thanks V

From: Kingston, Charlotte PREM:EX
Sent: Tuesday, March 26, 2019 1:05 PM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Devereux, Rick GCPE:EX <Rick.Devereux@gov.bc.ca>
Subject: Nowruz payments

Hi Vanessa and Danny,

Attached is a summary of all the performers and organizers who should be receiving cheques for their participation in yesterday's Nowruz celebration. It should all be in line with the current BEA. Please see the 'reimbursement' tab for the total cheque amount for each group, name, and full address of recipient.

Let me know if you need anything else to process their cheques.

Thanks,
Char

Charlotte Kingston,
Manager of Stakeholder Relations

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 4:07 PM
To: 'Michael Harcourt'
Subject: Your email

Hi Mike,

IGRS have asked me for your email address so they can chat with you about a Public Policy School UBC is planning to build. They would have a training facility for people who could be interested in becoming an MLA or MP. Would you be ok with me sharing your email address with them so they can contact you direct?

Thanks,

Elizabeth



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 4:22 PM
To: 'Glen Clark'
Subject: RE: Email address

That's great! s.22

From: Glen Clark <s.22 >
Sent: March 26, 2019 4:19 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Email address

Haha. I know her of course.

From: Elizabeth.Parkinson@gov.bc.ca
Sent: March 26, 2019 4:16 PM
To: s.22
Subject: RE: Email address

Thank you! I believe it will be Pierrette Maranda who emails you.

Elizabeth

From: Glen Clark <s.22
Sent: March 26, 2019 4:14 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Email address

Sure

From: Elizabeth.Parkinson@gov.bc.ca
Sent: March 26, 2019 4:13 PM
To: s.22
Subject: Email address

Good afternoon Mr. Clark,

IGRS have asked me for your email address so they can chat with you about a Public Policy School UBC is planning to build. They would have a training facility for people who could be interested in becoming an MLA or MP. Would you be ok with me sharing your email address with them so they can contact you direct?

Thanks,

Elizabeth



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 4:27 PM
To: Kingston, Charlotte PREM:EX
Subject: RE: Nowruz payments

Hi Charlotte,

Yes, I will do that.

Elizabeth

From: Kingston, Charlotte PREM:EX
Sent: March 26, 2019 4:08 PM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>; Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Nowruz payments

Hi Elizabeth, I have followed up with s.22 a couple of times but I am just waiting to hear back from her on her mailing address. Is it possible to proceed with the other 6 while I wait on that one?

From: Geary, Vanessa PREM:EX
Sent: Tuesday, March 26, 2019 4:06 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>
Subject: RE: Nowruz payments

Oops – Charlotte, please see below

From: Geary, Vanessa PREM:EX
Sent: Tuesday, March 26, 2019 4:06 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Nowruz payments

Yes please and Charlotte please provide mailing address missing below ...

From: Parkinson, Elizabeth PREM:EX
Sent: Tuesday, March 26, 2019 3:59 PM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: RE: Nowruz payments

Hi Vanessa,

So you would like 7 invoice coding sheets for these groups? The second group has no mailing address. I can do that.

Elizabeth

From: Geary, Vanessa PREM:EX
Sent: March 26, 2019 3:52 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: FW: Nowruz payments

Sorry about that

From: Kingston, Charlotte PREM:EX
Sent: Tuesday, March 26, 2019 1:05 PM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Devereux, Rick GCPE:EX <Rick.Devereux@gov.bc.ca>
Subject: Nowruz payments

Hi Vanessa and Danny,

Attached is a summary of all the performers and organizers who should be receiving cheques for their participation in yesterday's Nowruz celebration. It should all be in line with the current BEA. Please see the 'reimbursement' tab for the total cheque amount for each group, name, and full address of recipient.

Let me know if you need anything else to process their cheques.

Thanks,
Char

Charlotte Kingston,
Manager of Stakeholder Relations
Office of the Premier
Mobile: 604-816-7207

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 4:43 PM
To: Brown, Evan PREM:EX
Subject: FW: Scan From <Device Name>
Attachments: Scan_20190326.pdf

From: s.15..... <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 26, 2019 4:43 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 5:14 PM
To: Kingston, Charlotte PREM:EX
Subject: RE: Nowruz payments

Hi Charlotte,

Finance requires copies of receipts and a travel expense sheet from the groups that are submitting expenses. Vanessa says to leave it for now.

Elizabeth

From: Kingston, Charlotte PREM:EX
Sent: March 26, 2019 4:08 PM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>; Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Nowruz payments

Hi Elizabeth, I have followed up with s.22 a couple of times but I am just waiting to hear back from her on her mailing address. Is it possible to proceed with the other 6 while I wait on that one?

From: Geary, Vanessa PREM:EX
Sent: Tuesday, March 26, 2019 4:06 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>
Subject: RE: Nowruz payments

Oops – Charlotte, please see below

From: Geary, Vanessa PREM:EX
Sent: Tuesday, March 26, 2019 4:06 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Nowruz payments

Yes please and Charlotte please provide mailing address missing below ...

From: Parkinson, Elizabeth PREM:EX
Sent: Tuesday, March 26, 2019 3:59 PM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: RE: Nowruz payments

Hi Vanessa,

So you would like 7 invoice coding sheets for these groups? The second group has no mailing address. I can do that.

Elizabeth

From: Geary, Vanessa PREM:EX
Sent: March 26, 2019 3:52 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: FW: Nowruz payments

Sorry about that

From: Kingston, Charlotte PREM:EX
Sent: Tuesday, March 26, 2019 1:05 PM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Devereux, Rick GCPE:EX <Rick.Devereux@gov.bc.ca>
Subject: Nowruz payments

Hi Vanessa and Danny,

Attached is a summary of all the performers and organizers who should be receiving cheques for their participation in yesterday's Nowruz celebration. It should all be in line with the current BEA. Please see the 'reimbursement' tab for the total cheque amount for each group, name, and full address of recipient.

Let me know if you need anything else to process their cheques.

Thanks,
Char

Charlotte Kingston,
Manager of Stakeholder Relations
Office of the Premier
Mobile: 604-816-7207

Page 254 of 314 to/à Page 261 of 314

Withheld pursuant to/removed as

s.22

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 10:33 PM
To: MIKE HARCOURT
Subject: Re: Your email

Thank you Mike. I believe it will be Pierrette Maranda who will be contacting you.

Elizabeth

Sent from my iPhone

On Mar 26, 2019, at 8:29 PM, MIKE HARCOURT s.22 wrote:

Hi Elizabeth. Sure, give IGRS my email address.

I've been involved at UBC with both the Summer Institute for Future Legislators, and the Public Policy Institute.

Mike H

Sent from my iPhone

On Mar 26, 2019, at 4:07 PM, Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Hi Mike,

IGRS have asked me for your email address so they can chat with you about a Public Policy School UBC is planning to build. They would have a training facility for people who could be interested in becoming an MLA or MP. Would you be ok with me sharing your email address with them so they can contact you direct?

Thanks,

Elizabeth

<image001.png>

Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Page 264 of 314

Withheld pursuant to/removed as

s.22

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 27, 2019 11:51 AM
To: 'Cheryl Massey'
Subject: Credit
Attachments: Scan_20190327.pdf

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 27, 2019 11:49 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 27, 2019 12:05 PM
To: Maranda, Pierrette IGRS:EX
Subject: RE: Email

Hi Pierrette,

Mike Harcourt has also confirmed he is ok with me sharing his email. It's below.

MIKE HARCOURT s.22

Thanks,

Elizabeth

From: Maranda, Pierrette IGRS:EX
Sent: March 26, 2019 5:00 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Email

Thanks, Elizabeth.

Much appreciated.

Pierrette

From: Parkinson, Elizabeth PREM:EX
Sent: Tuesday, March 26, 2019 4:25 PM
To: Maranda, Pierrette IGRS:EX
Subject: Email

Hello Pierrette,

Glen Clark remembers you and has approved me releasing his email address, which is below. I haven't yet heard back from Mike Harcourt.

s.22

Thanks,

Elizabeth

From: Nash, Amber PREM:EX
Sent: March 26, 2019 3:56 PM

To: Maranda, Pierrette IGRS:EX <Pierrette.Maranda@gov.bc.ca>
Cc: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: question

I believe Elizabeth has this info for both. Exciting idea!

A

From: Maranda, Pierrette IGRS:EX
Sent: March 26, 2019 3:30 PM
To: Nash, Amber PREM:EX <Amber.Nash@gov.bc.ca>
Subject: question

Amber: I wonder if you can assist.

UBC is planning to build a Public Policy School complex and as part of the process, one proposal is to have a training facility for people who could be interested in becoming an elected member at the provincial level or federal level.

I was asked if I could provide the email addresses of two former Premiers as they would like to contact them to explore this proposal. Would you know the email addresses (or any contact info) of former Premiers Glen Clark and Mike Harcourt?

Thanks,

Pierrette

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 27, 2019 12:36 PM
To: 'Cheryl Massey'
Subject: RE: The credit was used

Thanks Cheryl.

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

From: Cheryl Massey <cMassey@helijet.com>
Sent: March 27, 2019 12:28 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: The credit was used

Sorry,

On the 3rd page attached the credit note is shown.

The Feb 28 invoice O/S is for Kate being transferred from NDP to Office of the Premier account.

Sorry for the confusion.

Cheryl Massey
Assistant to the C.F.O

Helijet International Inc and Pacific Heliport Services
5911 Airport Road South
Richmond BC V7B 1B5

604-231-3520 direct
604-273-4688 main

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

From: scanner@helijet.com <scanner@helijet.com>
Sent: March-27-19 12:29 PM
To: Cheryl Massey <cMassey@helijet.com>
Subject: Scanned Document

This E-mail was sent from "MPC4503" (MP C4503).

Scan Date: 03.27.2019 12:28:48 (-0700)
Queries to: scanner@helijet.com

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 27, 2019 12:51 PM
To: Poldrugovac, Saija FIN:EX
Subject: Requested receipts for RCMP Travel
Attachments: Scan_20190327.pdf

Hi Saija,

Attached are the receipts for the s.15 travel. The third line was credited back to us on November 19th, receipt attached.

Thanks,

Elizabeth

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 27, 2019 12:45 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 27, 2019 1:00 PM
To: Poldrugovac, Saija FIN:EX
Subject: BEA and receipts, Geoff Meggs
Attachments: Scan_20190327.pdf

Hi Saija,

Attached are the receipts for the luncheon March 6th, including the itemized receipt.

Thanks,

Elizabeth

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 27, 2019 12:58 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 27, 2019 1:30 PM
To: Geary, Vanessa PREM:EX
Subject: FW: Copy of the receipts?
Attachments: image001.png

Hi Vanessa,

I can process Natasha's expenses without the ferries receipt and then put it through when it's found. Is that ok?

Thanks,

Elizabeth

From: Natasha Tony s.22
Sent: March 27, 2019 8:06 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Copy of the receipts?

Hello,

I am fine to cover the ferry cost. Tracking the package it should have arrived the next day at the Vancouver office – still says it is in transit. I paid to have it tracked and signed for with the receipt.

Please process without based on the year end cut off.

Thank you,

Natasha Tony

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 3:06 PM
To: 'Natasha Tony'
Subject: RE: Copy of the receipts?

Thanks for this Natasha. Did you happen to put the ferry charge on your credit card? If so, would you be able to send me a copy showing the paid charge? Unfortunately, I can't pay the ferry charge without a receipt for the charge.

Thanks,

Elizabeth

From: Natasha Tony <s.22
Sent: March 26, 2019 2:53 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: RE: Copy of the receipts?

Hello Elizabeth,

I am looking into the tracking of the mail after I send you this information - attached is the booking for the ferry and the hotel booking.

Thank you and apologies – I really thought I was being thorough with submitting invoices and receipts!

Best,

Natasha

Your Receipt

Guest	Natasha Heughan Tony
Arrive	Monday, March 11, 2019
Depart	Thursday, March 14, 2019
Adults	1
Room	1 s.15
Rates per room	
Room 1: s.15 (Natasha Heughan Tony - 1 adults, 0 children) Free Cancellation	
Mon, Mar 11	
Tue, Mar 12	
Wed, Mar 13	
Costs & Fees	
Subtotal	
Tax Recovery Charges & Service Fees	
Total	
Payment Info	
Payment Method	
Card Number	*****
Amount Charged	

Your card was charged in Canadian Dollars	
This payment will be processed in the United States and will appear on your statement as s.15	
By booking this reservation you have accepted the Terms and Conditions.	
Billing Address	
Name	Natasha Heughan Tony
Address	s.22
Phone	
Promotion Details	
Semi Flex Promotion House + 2 days	
Cancellation Policy	
Each room in this reservation is subject to the hotel's cancellation policy which is: Cancellations before 03/06/2019, 11:59 PM (America/V are fully refundable. Bookings cancelled after 03/06/2019, 11:59 PM (America/Vancouver) are subject to a fee of 1 night's room and tax. refund for no-shows, early checkouts, or cancellations after 03/11/2019, 10:00 AM (America/Vancouver).	
Booking Ref. Number	
s.15	

Natasha Tony

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 9:00 AM
To: 'Natasha Tony'
Subject: Copy of the receipts?

Hi Natasha,

We haven't received the receipts yet at VCO. Are you able to send me a scanned copy from your files so I can begin with payment of the expenses?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 27, 2019 2:40 PM
To: Poldrugovac, Saija FIN:EX
Subject: March 1 st Helijet pre-paid tickets statement of use.
Attachments: Scan_20190327.pdf

Hi Saija,

Attached is the Helijet Statement of Notification for the use of the March 1st purchase. Not all have been used yet.

Thanks,

Elizabeth

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 27, 2019 2:34 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 27, 2019 2:54 PM
To: 'Cheryl Massey'
Subject: RE: Mar 15 notification

Thank you Cheryl!!

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

From: Cheryl Massey <cMassey@helijet.com>
Sent: March 27, 2019 2:35 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Mar 15 notification

Here you go

Cheryl Massey
Assistant to the C.F.O

Helijet International Inc and Pacific Heliport Services
5911 Airport Road South
Richmond BC V7B 1B5

604-231-3520 direct
604-273-4688 main

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 27, 2019 2:57 PM
To: Kingston, Charlotte PREM:EX
Subject: RE: Performances question

Hi Charlotte,

Thanks for this. I can do the letters in preparation for all performers, but will need the copies of the receipts before I can complete (5 groups).

Elizabeth

From: Kingston, Charlotte PREM:EX
Sent: March 27, 2019 2:52 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Performances question

's.22 Thanks Elizabeth! I have the last address for s.22 . I will forward over.

Sent from my Samsung Galaxy smartphone.

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

From: "Parkinson, Elizabeth PREM:EX" <Elizabeth.Parkinson@gov.bc.ca>
Date: 2019-03-27 2:20 PM (GMT-08:00)
To: "Kingston, Charlotte PREM:EX" <Charlotte.Kingston@gov.bc.ca>
Subject: Performances question

Hi Charlotte,

Who should I address the letter for the Victoria Iranian Persian Cultural Assn?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 27, 2019 3:21 PM
To: Poldrugovac, Saija FIN:EX
Subject: FW: March Quick Tickets

FYI-

From: Parkinson, Elizabeth PREM:EX
Sent: March 27, 2019 3:20 PM
To: 'Cheryl Massey' <cMassey@helijet.com>
Subject: RE: March Quick Tickets

Thank you Cheryl. Much appreciated!

From: Cheryl Massey <cMassey@helijet.com>
Sent: March 27, 2019 3:18 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: March Quick Tickets

I will check that tomorrow, before it gets crazy

Cheryl Massey
Assistant to the C.F.O

Helijet International Inc and Pacific Heliport Services

5911 Airport Road South
Richmond BC V7B 1B5

604-231-3520 direct
604-273-4688 main

From: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Sent: March-27-19 3:17 PM
To: Cheryl Massey <cMassey@helijet.com>
Subject: March Quick Tickets

Hi Cheryl,

Finance have asked me to check in with you as to whether or not it's possible to get a statement for the last book of the March 1st tickets that we have used?

Thank you for all your help!

Elizabeth



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 27, 2019 3:30 PM
To: Poldrugovac, Saija FIN:EX
Subject: RE: FOR APPROVAL: FS - 0 INVOICE - HARBOUR AIR-27MAR2019.pdf

I have 2 I'm working on, each for \$150. Everything else I will hold. s.22 Just started this morning. s.22
s.22

From: Poldrugovac, Saija FIN:EX
Sent: March 27, 2019 3:26 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: FOR APPROVAL: FS - 0 INVOICE - HARBOUR AIR-27MAR2019.pdf

The quicker the better.
Anything come from those other last minute performance payments?

From: Parkinson, Elizabeth PREM:EX
Sent: March 27, 2019 3:25 PM
To: Poldrugovac, Saija FIN:EX
Subject: RE: FOR APPROVAL: FS - 0 INVOICE - HARBOUR AIR-27MAR2019.pdf

Thank you! I have 2 contracts- Natasha Tony that I have been waiting on the receipts for that I have to put through today and Bob Dewar's March statement that I have to put through tomorrow. Is that ok?

From: Poldrugovac, Saija FIN:EX
Sent: March 27, 2019 3:23 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: FOR APPROVAL: FS - 0 INVOICE - HARBOUR AIR-27MAR2019.pdf

You are welcome! Once you have a chance to send me the BC Ferries stuff then we will be done!

From: Parkinson, Elizabeth PREM:EX
Sent: March 27, 2019 3:13 PM
To: Poldrugovac, Saija FIN:EX
Subject: RE: FOR APPROVAL: FS - 0 INVOICE - HARBOUR AIR-27MAR2019.pdf

Thank you Saija!!

From: Poldrugovac, Saija FIN:EX
Sent: March 27, 2019 3:06 PM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Cc: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: FOR APPROVAL: FS - 0 INVOICE - HARBOUR AIR-27MAR2019.pdf
Importance: High

Hi Vanessa,

Please reply to your email with your approval to the attached Zero Dollar Invoice. No need to sign the paper, an approval is fine via email.

This invoice is to clear the remaining Harbour Air Turbo bucks that were sitting in s.17 and attach them to the appropriate traveller.

Elizabeth has provided the info to confirm the flights were taken.

Thanks!

~Saija

PS. I have two more coming, 1 Helijet and 1 BC Ferries then we are done with clearing your s.17

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 27, 2019 4:08 PM
To: Kingston, Charlotte PREM:EX
Subject: RE: Performances question

Thanks. I'll change the accompanying letter.

From: Kingston, Charlotte PREM:EX
Sent: March 27, 2019 4:00 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Performances question

No, they put together the Haft-Seen table which was on display.

From: Parkinson, Elizabeth PREM:EX
Sent: Wednesday, March 27, 2019 3:05 PM
To: Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>
Subject: RE: Performances question

Did they dance?

From: Kingston, Charlotte PREM:EX
Sent: March 27, 2019 2:52 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Performances question

s.22 Thanks Elizabeth! I have the last address for s.22 . I will forward over.

Sent from my Samsung Galaxy smartphone.

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

From: "Parkinson, Elizabeth PREM:EX" <Elizabeth.Parkinson@gov.bc.ca>
Date: 2019-03-27 2:20 PM (GMT-08:00)
To: "Kingston, Charlotte PREM:EX" <Charlotte.Kingston@gov.bc.ca>
Subject: Performances question

Hi Charlotte,

Who should I address the letter for the Victoria Iranian Persian Cultural Assn?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 27, 2019 4:25 PM
To: Geary, Vanessa PREM:EX
Subject: RE: Are you able to sign some more paperwork?

Thanks.

From: Geary, Vanessa PREM:EX
Sent: March 27, 2019 4:20 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Are you able to sign some more paperwork?

Yes, just finishing up on Bob's contract – will come up in 10 min

From: Parkinson, Elizabeth PREM:EX
Sent: Wednesday, March 27, 2019 4:19 PM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: Are you able to sign some more paperwork?



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 27, 2019 4:50 PM
To: 'Natasha Tony'
Subject: RE: Copy of the receipts?

Thank you Natasha. You did everything you could. I will pay it tomorrow morning.

From: Natasha Tony <s.22
Sent: March 27, 2019 4:41 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Re: Copy of the receipts?

Yes, please go ahead. Sorry about the delay still says in transit.

Appreciated.

On Wed, Mar 27, 2019 at 4:34 PM Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca> wrote:

Hi Natasha,

I'd like to remove the ferry trip cost from your invoice and then put it through when it turns up. Are you ok with that? Vanessa has approved it, if you're ok with this route.

Elizabeth

From: Natasha Tony <s.22
Sent: March 27, 2019 8:06 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Copy of the receipts?

Hello,

I am fine to cover the ferry cost. Tracking the package it should have arrived the next day at the Vancouver office – still says it is in transit. I paid to have it tracked and signed for with the receipt.

Please process without based on the year end cut off.

Thank you,

Natasha Tony

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 3:06 PM
To: 'Natasha Tony'
Subject: RE: Copy of the receipts?

Thanks for this Natasha. Did you happen to put the ferry charge on your credit card? If so, would you be able to send me a copy showing the paid charge? Unfortunately, I can't pay the ferry charge without a receipt for the charge.

Thanks,

Elizabeth

From: Natasha Tony <s.22 >
Sent: March 26, 2019 2:53 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: RE: Copy of the receipts?

Hello Elizabeth,

I am looking into the tracking of the mail after I send you this information - attached is the booking for the ferry and the hotel booking.

Thank you and apologies – I really thought I was being thorough with submitting invoices and receipts!

Best,

Natasha

Your Receipt

s.15	
Guest	Natasha Heughan Tony
Arrive	Monday, March 11, 2019
Depart	Thursday, March 14, 2019
Adults	1
Room	1 s.15
Rates per room	
Room 1: s.15 (Natasha Heughan Tony - 1 adults, 0 children)	
Free Cancellation	
Mon, Mar 11	C
Tue, Mar 12	C
Wed, Mar 13	C
Costs & Fees	
Subtotal	C
Tax Recovery Charges & Service Fees	C
Total	C
Payment Info	
Payment Method	
Card Number	*****
Amount Charged	C

s.15	
Your card was charged in Canadian Dollars	
This payment will be processed in the United States and will appear on your statement as "s.15	
By booking this reservation you have accepted the Terms and Conditions.	
Billing Address	
Name	Natasha Heughan Tony
Address	s.22
Phone	
Promotion Details	
Semi Flex Promotion House + 2 days	
Cancellation Policy	
Each room in this reservation is subject to the hotel's cancellation policy which is: Cancellations before 03/06/2019, 11:59 PM (America/Vancouver) are fully refundable. Bookings cancelled after 03/06/2019, 11:59 PM (America/Vancouver) are subject to a fee of 1 night's room and tax. There is no refund for no-shows, early check-outs or cancellations after 03/11/2019, 10:00 AM (America/Vancouver).	
Booking Ref. Number	
s.15	

Natasha Tony

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 9:00 AM
To: 'Natasha Tony'
Subject: Copy of the receipts?

Hi Natasha,

We haven't received the receipts yet at VCO. Are you able to send me a scanned copy from your files so I can begin with payment of the expenses?

Thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 27, 2019 4:52 PM
To: Poldrugovac, Saija FIN:EX
Subject: Reimbursement Claim: Parking, Geoff Meggs
Attachments: Scan_20190327.pdf

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 27, 2019 4:47 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 27, 2019 4:54 PM
To: Poldrugovac, Saija FIN:EX
Subject: BEA: Evan Brown, Dinner, Mar. 27
Attachments: Scan_20190327.pdf

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 27, 2019 4:48 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 27, 2019 5:02 PM
To: Poldrugovac, Saija FIN:EX
Subject: FW: Victoria Iranian Persian Cultural Assn, Invoice Coding Sheet and Letter
Attachments: Scan_20190327.pdf

Can you arrange for the cheque to come here again Saija so I can mail altogether?

From: Parkinson, Elizabeth PREM:EX
Sent: March 27, 2019 5:00 PM
To: Poldrugovac, Saija FIN:EX <Saija.Poldrugovac@gov.bc.ca>
Subject: Victoria Iranian Persian Cultural Assn, Invoice Coding Sheet and Letter

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 27, 2019 4:49 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 27, 2019 5:03 PM
To: Poldrugovac, Saija FIN:EX
Subject: FW: Invoice coding sheet and letter: Darya Music Ensemble
Attachments: Scan_20190327.pdf

Hi Saija,

Can you please arrange for the cheque for this one to come to me too so I can mail altogether?

Thanks,

Elizabeth

From: Parkinson, Elizabeth PREM:EX
Sent: March 27, 2019 4:59 PM
To: Poldrugovac, Saija FIN:EX <Saija.Poldrugovac@gov.bc.ca>
Subject: Invoice coding sheet and letter: Darya Music Ensemble

From: ss.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 27, 2019 4:48 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 27, 2019 5:05 PM
To: Poldrugovac, Saija FIN:EX
Subject: BEA: Geoff Meggs, Lunch March 21
Attachments: Scan_20190327.pdf

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 27, 2019 4:49 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 28, 2019 8:56 AM
To: 'Cheryl Massey'
Subject: RE: Not used tickets

Thank you!

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

From: Cheryl Massey <cMassey@helijet.com>
Sent: March 28, 2019 8:56 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Not used tickets

Yes

Cheryl Massey
Assistant to the C.F.O

Helijet International Inc and Pacific Heliport Services
5911 Airport Road South
Richmond BC V7B 1B5

604-231-3520 direct
604-273-4688 main

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

From: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Sent: March-28-19 8:55 AM
To: Cheryl Massey <cMassey@helijet.com>
Subject: RE: Not used tickets

Thanks for this Cheryl. Is it the 8 at the bottom that are not used?

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

From: Cheryl Massey <cMassey@helijet.com>
Sent: March 28, 2019 7:22 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Troy MacDonald <tmacdonald@helijet.com>
Subject: Not used tickets

Had to do a print screen as we don't have a statement from our system.

The attached are showing what tickets are not used.

Cheryl Massey
Assistant to the C.F.O

Helijet International Inc and Pacific Heliport Services
5911 Airport Road South
Richmond BC V7B 1B5

604-231-3520 direct
604-273-4688 main

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 28, 2019 8:57 AM
To: Poldrugovac, Saija FIN:EX
Subject: FW: Not used tickets

Hi Saija,

Attached is a list of 8 Quick tickets not used.

Elizabeth

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

From: Cheryl Massey <cMassey@helijet.com>
Sent: March 28, 2019 8:56 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: RE: Not used tickets

Yes

Cheryl Massey
Assistant to the C.F.O

Helijet International Inc and Pacific Heliport Services
5911 Airport Road South
Richmond BC V7B 1B5

604-231-3520 direct
604-273-4688 main

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

From: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Sent: March-28-19 8:55 AM
To: Cheryl Massey <cMassey@helijet.com>
Subject: RE: Not used tickets

Thanks for this Cheryl. Is it the 8 at the bottom that are not used?

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

From: Cheryl Massey <cMassey@helijet.com>
Sent: March 28, 2019 7:22 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Troy MacDonald <tmacdonald@helijet.com>
Subject: Not used tickets

Had to do a print screen as we don't have a statement from our system.

The attached are showing what tickets are not used.

Cheryl Massey
Assistant to the C.F.O

Helijet International Inc and Pacific Heliport Services
5911 Airport Road South
Richmond BC V7B 1B5

604-231-3520 direct
604-273-4688 main

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 28, 2019 9:10 AM
To: Poldrugovac, Saija FIN:EX
Subject: FW: Not used tickets
Attachments: 20190328072240561.pdf

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

From: Cheryl Massey <cMassey@helijet.com>
Sent: March 28, 2019 7:22 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Cc: Troy MacDonald <tmacdonald@helijet.com>
Subject: Not used tickets

Had to do a print screen as we don't have a statement from our system.

The attached are showing what tickets are not used.

Cheryl Massey
Assistant to the C.F.O

Helijet International Inc and Pacific Heliport Services
5911 Airport Road South
Richmond BC V7B 1B5

604-231-3520 direct
604-273-4688 main

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 28, 2019 10:06 AM
To: Poldrugovac, Saija FIN:EX
Subject: BC Ferries cards
Attachments: Scan_20190328.pdf

Hi Saija,

The Assured Loading cards (2) as of today. Primary card is Amber Hockin's and the second card is Don Bain's.

Thanks,

Elizabeth

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 28, 2019 10:03 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 28, 2019 10:07 AM
To: Poldrugovac, Saija FIN:EX
Subject: Reimbursement Claim: Don Privett
Attachments: Scan_20190328.pdf

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 28, 2019 10:04 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 28, 2019 11:05 AM
To: 'Gcpnews@gmail.com'
Subject: Visit to the Legislature

Dear s.22

I understand that you are planning a visit to the Legislature in April or May with a group of 9 people and would like to attend Question Period. Are you able to confirm the date and I can reserve tickets for you?

Much thanks,



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

*Direct: 778-974-6082

Reception: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 28, 2019 11:08 AM
To: Poldrugovac, Saija FIN:EX
Subject: Natasha Heughan Tony Fees
Attachments: Scan_20190328.pdf

Hi Saija,

Please find attached an Invoice coding sheet approved by Vanessa Geary for payment of Natasha Heughan Tony.

C19PREM1521
\$4700.00

Thanks,

Elizabeth

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 28, 2019 11:00 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 28, 2019 11:13 AM
To: Poldrugovac, Saija FIN:EX
Subject: Natasha Heughan Tony
Attachments: Scan_20190328.pdf

Hi Saija,

Attached is the fees for Natasha. Unfortunately her receipts are lost in the mail. We have copies of everything except the ferry trip. Natasha and Vanessa approved removing the \$74.70 from the amount for the payment to go through.

Natasha Heughan Tony
C19PREM1521
\$580.05

Thanks,

Elizabeth

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 28, 2019 11:00 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 28, 2019 11:14 AM
To: Poldrugovac, Saija FIN:EX
Subject: BEA: Evan Brown, Dinner
Attachments: Scan_20190328.pdf

From: ss.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 28, 2019 11:01 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 28, 2019 11:18 AM
To: Poldrugovac, Saija FIN:EX
Subject: Bob Dewar Consulting Invoice Coding sheet
Attachments: Scan_20190328.pdf

Hi Saija,

Attached is the Invoice Coding Sheet for Bob Dewar Consulting, March invoice for payment.

Bob Dewar Consulting
C18PREM1514
\$9,000.00

Thanks,
Elizabeth

From: s.15 <Elizabeth.Parkinson@gov.bc.ca>
Sent: March 28, 2019 11:01 AM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 28, 2019 4:28 PM
To: Van Meer-Mass, Kate PREM:EX
Cc: Privett, Don PREM:EX
Subject: Re: iStore 944642 / SR2961558 - Transfer IN Van Meer-Mass, Kate PREM:EX s.15

Hi KATE,

Don sent this in at the beginning of the week I believe.

Elizabeth

Sent from my iPhone

On Mar 28, 2019, at 2:23 PM, Van Meer-Mass, Kate PREM:EX <Kate.VanMeer-Mass@gov.bc.ca> wrote:

Checking in to make sure this gets submitted!

Sent from my iPhone

Begin forwarded message:

From: "WSSDIDIAM@gov.bc.ca" <WSSDIDIAM@gov.bc.ca>
Date: March 28, 2019 at 2:15:50 PM PDT
To: <Joseph.Wansbrough@gov.bc.ca>, <Joe.Wansbrough@gov.bc.ca>, <Kate.VanMeer-Mass@gov.bc.ca>
Subject: iStore 944642 / SR2961558 - Transfer IN Van Meer-Mass, Kate PREM:EX
s.15

Hello,

Regarding iStore 944642 / SR2961558 - Transfer IN Van Meer-Mass, Kate PREM:EX
s.15

We have received iStore order 944642 to Transfer Van Meer-Mass, Kate PREM:EX
s.15 into your ministry. This order is awaiting the Transfer Out order from the user's current ministry, Office of the Premier. The WTS service delivery process will begin once both Expense Authorities have approved the Transfer IN and Transfer OUT orders.

To the user, Kate

Please contact your current supervisor to ensure they have initiated a Transfer OUT request on your behalf.

To the iStore Preparer, Joe

If you have not already done so, please contact Office of the Premier to ensure they are submitting a Transfer OUT order for the user. A Generic E-mail List is available on <https://ssbc-client.gov.bc.ca/productivity/employeetransfer/>
For more information, please see the OCIO Transfer Employee Process website <https://ssbc-client.gov.bc.ca/productivity/employeetransfer/>.

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). You may also wish to contact your IT Service Manager, to bring the issue to their attention: <https://ssbc-client.gov.bc.ca/contacts/servicemanagers.htm>

The purpose of this communication is to convey and/or gather information relating to an approved iStore service request to transfer a user or IDIR/mailbox between Ministries/Organizations. We are unable to accept updates or changes to the related iStore order(s) via this communication. If you require changes to the iStore order(s) (change Start/End date of Transfer, approve data transfer, etc.) please contact 7-7000 Service Desk online, by e-mail at 77000@gov.bc.ca or call 250 387-7000 (toll-free 1 866 660-0811) to open a Service Request to update the applicable iStore order. Changes to an iStore order are not permitted if the work is already in progress. Please note: Only the iStore preparer or your Service Manager can request updates for an approved iStore order.

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
WO1865369

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 28, 2019 4:29 PM
To: Poldrugovac, Saija FIN:EX
Subject: Re: Scan From <Device Name>

Yay!

Sent from my iPhone

On Mar 28, 2019, at 3:38 PM, Poldrugovac, Saija FIN:EX <Saija.Poldrugovac@gov.bc.ca> wrote:

That worked out! Because it was in the same quarter, I was able to manually adjust it without screwing with past quarter totals.
Fixed!

From: Parkinson, Elizabeth PREM:EX
Sent: March 26, 2019 2:56 PM
To: Poldrugovac, Saija FIN:EX
Subject: FW: Scan From <Device Name>

Hi Saija,

All of the transactions are good to charge back to the \$¹⁵ with the exception of the 3rd line for \$309.52 which was credited back to us by Helijet. The credit is attached along with the invoice showing the initial charge. Let me know if you have any questions.

Thanks,

Elizabeth

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 29, 2019 12:57 PM
To: Privett, Don PREM:EX
Subject: Re: iStore #944623 - 66945 - Kate Van Meer-Mass - Transfer Out Confirmation

Thanks Don!

Sent from my iPhone

On Mar 29, 2019, at 8:31 AM, Privett, Don PREM:EX <Don.Privett@gov.bc.ca> wrote:

I will pass on the completion notice if it isn't share around.
Don

From: Wansbrough, Joe FIN:EX
Sent: March 28, 2019 11:03 AM
To: Privett, Don PREM:EX <Don.Privett@gov.bc.ca>
Cc: Wensink, Alison PREM:EX <Alison.Wensink@gov.bc.ca>; PREM Tech <PREM.Tech@gov.bc.ca>
Subject: iStore #944623 - 66945 - Kate Van Meer-Mass - Transfer Out

Hi Don,

iStore #944623 - 66945 - Kate Van Meer-Mass - Transfer Out – has been submitted.

Kate's mailbox will be archived for review and I will let you know once the request has been completed.

Thanks,

Joe Wansbrough

Senior Service Desk Analyst, FIN IMB Service Desk
Information Management Branch
Supporting the Ministry of Finance, Office of the Premier
and various other Agencies, Boards & Commissions
Telephone: 250-387-8912
E-mail: FIN IMB Service Desk (78912) FIN:EX

From: Don.Privett@gov.bc.ca <Don.Privett@gov.bc.ca>
Sent: March 25, 2019 4:22 PM
To: FIN IMB Service Desk (78912) FIN:EX <78912@gov.bc.ca>; Privett, Don PREM:EX <Don.Privett@gov.bc.ca>
Subject: PREM: Transfer Out - s.15 March 31st

Checkout Information

On-Site Contact Name: Don Privett
On-Site Contact Phone: 250.387.8917
Account: PREM-EXECUTIVE BRANCH
Ministry Number: 004

Responsibility Centre: 36A10
Service Code: 36200
Project Number: 3600000
Expense Authority: Vanessa Geary

Service Requests

Account - Transfer Out

First Name: Kate

Last Name: Van Meer-Mass

IDIR: s.15

UCNumber: 778-974-6071

Cut Off Date: 31, MAR, 2019

Transfer To Ministry: Crown Agencies and Board Resourcing Office (CABRO)

H Drive Transferred: No

Email Contents Transferred: No

Data Reviewed Prior Deletion: Yes

Data Reviewed By: Wensink, Alison PREM:EX

Comments: May require calendar data

Requestor: Privett, Don PREM:EX

Email: Don.Privett@gov.bc.ca

Time: 2019-03-25 16:21:33

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 31, 2019 12:13 PM
To: QP AccountsPayable CITZ:EX
Subject: Re: pos.17 UVIC

Sorry for the delay. Yes, received!

Thanks,

Elizabeth

Sent from my iPhone

On Mar 31, 2019, at 11:50 AM, QP AccountsPayable CITZ:EX <QP.AccountsPayable@gov.bc.ca> wrote:

Hi ,

I'm just checking to see if the goods have been received for PO s.17 – Req- 03052019 - Union
Business Cards – 4 names - 1500 each & when it was received.

With fiscal here, we need this confirmed by end of day Monday April 1/19 so we can get this paid so you
can receive your chargeback for fiscal year end.

I'm looking for a signed consignee page, or I can accept a confirmation email.

Thank you
Annica

Annica Matthews | Accounts Payable 778-698-9928
Financial Planning and Reporting
Procurement & Supply Services Division

Ministry of Citizen's Services

<image001.png>

Shortt, Amanda PREM:EX

From: Parkinson, Elizabeth PREM:EX
Sent: March 31, 2019 12:15 PM
To: Poldrugovac, Saija FIN:EX; Kingston, Charlotte PREM:EX
Subject: Re: Honorarium Cheques

Hi Saija,

I believe the 2 I sent to you are to be addressed just how I did on the coding sheet but Charlotte should be able to confirm for sure.

Thanks,

Elizabeth
Sent from my iPhone

On Mar 29, 2019, at 2:46 PM, Poldrugovac, Saija FIN:EX <Saija.Poldrugovac@gov.bc.ca> wrote:

Is the cheques supposed to be made out to the individual or company? We can't include both.

Here are your options.

So... basically what my advice would be is: Confirm what the payee name should be. If it's the individual, then you would put s.22 c/o Victoria Iranian yadda yadda in the address. If it's the company then it would be Victoria Iranian yadda yadda with attn: s.22 in the address.

How would you like me to proceed?

~S