

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 31, 2019 1:01 PM
To: Russell, Shannon CITZ:EX
Cc: Geary, Vanessa PREM:EX; Wade, Debbie PREM:EX
Subject: RE: Minister Sims - Annual Vacation

Hi Shannon,

I hope you are doing well,

We have a new process for approving vacations for Ministers, which I have included here:

Moving forward please follow the process below when seeking confirmation of Minister's vacations:

- Once you receive dates from your Minister, **check dates with your 1st Acting Minister's AC, and 2nd if necessary**, to confirm that they are able to provide back up. *Please note, vacation requests are on a first come, first serve basis, so unless the Minister being asked to be backup has official business or extenuating circumstances, the request takes precedence.*
- Once you've confirmed backup Minister is available, submit dates and confirmation of Acting Minister via email to **Danny Loubert** in the PO and copy myself and Vanessa Geary.
- Danny will review with Amber Hockin and send confirmation within one week.

If you could check with Minister Robinson's Office (Designated first back up)^{s.22} they are able I can then forward to Amber for Approval.

and let me know if

s.22

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: Russell, Shannon CITZ:EX
Sent: Thursday, May 30, 2019 2:43 PM
To: Wade, Debbie PREM:EX <Debbie.Wade@gov.bc.ca>
Subject: Minister Sims - Annual Vacation

Hi Deb,

I am writing to seek permission for Minister Sims to take annual vacation on the following dates:

s.22

Thank you,

Shannon

Shannon Russell

Senior Ministerial Assistant to Jinny Sims

Minister of Citizens' Services

Shannon.Russell@gov.bc.ca / 250-387-9699

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 30, 2019 3:11 PM
To: Valley, Nancy PSA:EX
Cc: Phillips, Dawn-Lynn PSA:EX
Subject: RE: Onboarding Documents - Diego Cardona
Attachments: Flexible Benefits Application.pdf; Waiver of Pension Coverage.pdf

Hi Nancy,

Please see the rest of the forms for Diego Cardona:

- Flexible Benefits Application
- Waiver of Pension Coverage

s.22

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: Valley, Nancy PSA:EX
Sent: Thursday, May 30, 2019 12:56 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Phillips, Dawn-Lynn PSA:EX <Dawn-Lynn.Phillips@gov.bc.ca>
Subject: RE: Onboarding Documents - Diego Cardona

Hi Danny,

I forwarded the benefits forms and filed the others.

I also did the input for the Emergency Contact.

One thing I might note with Diego is that his contact had the same number, but a different address, which makes me think he might have written down the wrong number.

He can update this in self-serve or resubmit the form with the change initialled.

Have a nice day!

Nancy Valley, Project Assistant

Executive Talent Management
BC Public Service Agency
4th Floor, 810 Blanshard Street, Victoria, BC, V8W 2H2
Ph: 1 (778) 698-7973
www.gov.bc.ca/myhr/contact 250.952.6000 Toll Free 1.877.277.0772

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Where ideas work

From: Loubert, Danny PREM:EX
Sent: May 30, 2019 9:34 AM
To: Valley, Nancy PSA:EX <Nancy.Valley@gov.bc.ca>
Cc: Phillips, Dawn-Lynn PSA:EX <Dawn-Lynn.Phillips@gov.bc.ca>
Subject: Onboarding Documents - Diego Cardona

Hi Nancy,

Please see the attached forms for Diego Cardona:

- Personal and Emergency Contact information
- ICT Agreement
- Standards of Conduct Acknowledgment – Political Staff
- MSP Application (awaiting documentation)

I am still waiting on the Flexible Benefits Enrolment Form.

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 29, 2019 3:33 PM
To: Parte, Maura PSA:EX
Subject: RE: List of new employees

Hi Maura,

Here is the list to the best of my knowledge:

Seamus Wolfe
Diego Cardona
Jason Craik
Celia Pinette
Theresa Ho (Starts Monday)
Melissa Farrance
Andrew Cuddy
Brady Yano
Thuy Pham
Krystal Smith
Aileen Machell

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: Parte, Maura PSA:EX
Sent: Wednesday, May 29, 2019 3:09 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: List of new employees

Thank you

From: Loubert, Danny PREM:EX
Sent: May 29, 2019 2:12 PM
To: Parte, Maura PSA:EX <Maura.Parte@gov.bc.ca>
Subject: RE: List of new employees

I don't keep an active list but I can pull everything I've sent since Feb and build one.

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: Parte, Maura PSA:EX
Sent: Wednesday, May 29, 2019 2:04 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: List of new employees

Hi Danny, would you be able to send me a list of employees who have started since February?
I am organizing an Oath session. Thank you

Maura Parte, Manager, Human Resources
Office of the Deputy Minister | BC Public Service Agency
810 Blanshard Street | Victoria, BC | V8W 9V1
Office: [778-698-9278](tel:778-698-9278) | Cell: [250.213.6377](tel:250.213.6377)



Where ideas work

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 29, 2019 1:14 PM
To: Valley, Nancy PSA:EX
Cc: Phillips, Dawn-Lynn PSA:EX
Subject: FW: Security Clearance for Alix Whitney Morrison, Service s.22

Hi Nancy,

Here is the Security Clearance for Alix Whitney Morrison for their file.

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

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

From: CriminalRecordsReviewProgram@victoria1.gov.bc.ca <CriminalRecordsReviewProgram@victoria1.gov.bc.ca>
Sent: Wednesday, May 29, 2019 11:00 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: MYHR PSA:EX <myhr@gov.bc.ca>
Subject: Security Clearance for Alix Whitney Morrison, Service s.22

Dear Danny Loubert,

We are pleased to advise that the personnel screening process is complete and that a security clearance has been granted for Alix Whitney Morrison, born s.22

Thank you for your cooperation.

Personnel Security Screening Office
Ministry of Public Safety and Solicitor General - Security Programs Division
Telephone: 1-855-587-0185 Fax: 1-250-387-1911

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 29, 2019 1:13 PM
To: Valley, Nancy PSA:EX
Cc: Phillips, Dawn-Lynn PSA:EX
Subject: FW: Security Clearance for Theresa Wan yee Ho, Service s.22

Hi Nancy,

Here is the Security Clearance for Theresa's File.

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

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

From: CriminalRecordsReviewProgram@victoria1.gov.bc.ca <CriminalRecordsReviewProgram@victoria1.gov.bc.ca>
Sent: Wednesday, May 29, 2019 11:00 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: MYHR PSA:EX <myhr@gov.bc.ca>
Subject: Security Clearance for Theresa Wan yee Ho, Service s.22

Dear Danny Loubert,

We are pleased to advise that the personnel screening process is complete and that a security clearance has been granted for Theresa Wan yee Ho, born s.22

Thank you for your cooperation.

Personnel Security Screening Office
Ministry of Public Safety and Solicitor General - Security Programs Division
Telephone: 1-855-587-0185 Fax: 1-250-387-1911

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 29, 2019 1:13 PM
To: Valley, Nancy PSA:EX
Cc: Phillips, Dawn-Lynn PSA:EX
Subject: Alix Whitney Morrison - Checklist and CRC Form
Attachments: Morrison, Alix Whitney - Consent for Disclosure of Criminal Record Information20190529.pdf;
Checklist of Information Required for New Hires - Alix Whitney Morrison.docx

Hi Nancy,

Please see the attached CRC form and Onboarding Checklist for Alix Whitney Morrison.

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 29, 2019 11:50 AM
To: Hockin, Amber PREM:EX; Parte, Maura PSA:EX
Cc: Geary, Vanessa PREM:EX
Subject: RE: MO Staff List for Review

Hi Amber and Maura,

Have you had a chance to check the list? We are hoping to send it out soon.

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: Loubert, Danny PREM:EX
Sent: Friday, May 24, 2019 2:19 PM
To: Hockin, Amber PREM:EX <Amber.Hockin@gov.bc.ca>; Parte, Maura PSA:EX <Maura.Parte@gov.bc.ca>
Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: MO Staff List for Review

Hi Amber and Maura,

Please see the latest attached MO Staff List for your review,

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 29, 2019 11:15 AM
To: Valley, Nancy PSA:EX
Cc: Phillips, Dawn-Lynn PSA:EX
Subject: Onboarding Documents - Naveen Girn
Attachments: Standards of Conduct - Political Ack.pdf; Doc May 27 2019.pdf; Flexible Benefits Program Enrolment.pdf; ICT Agreement.pdf; Naveen Girn Passport.pdf; NGirn MSP application.pdf; Personal and Emergency Contact Information.pdf

Hi Nancy,

Please see the following documents attached for Naveen Girn:

- Personal and Emergency Contact Information
- Information Management and information Technology Agreement
- Standards of Conduct Acknowledgment
- Flexible Benefits Enrolment/Change
- Medical Service Plan (MSP) Application for Group Enrolment (with supporting Passports)

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 29, 2019 10:52 AM
To: Geary, Vanessa PREM:EX
Subject: RE: P Cards and Travel Cards

Hi Vanessa,

Pcards: Danny and Olivia
Travel Cards: Vanessa, Mira, Don, Charlotte

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: Geary, Vanessa PREM:EX
Sent: Wednesday, May 29, 2019 10:51 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: P Cards and Travel Cards

Hi – would you please send me the VCO list. Thanks V

From: Parkinson, Elizabeth PREM:EX
Sent: Wednesday, May 29, 2019 9:04 AM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: RE: P Cards and Travel Cards

Pcards: Elizabeth & Evan

Travel cards: Premier has an MLA card, Geoff, Amber H, Evan, Sage, Jen H, Sheena, Naveen.

Elizabeth

From: Geary, Vanessa PREM:EX
Sent: May 28, 2019 8:34 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Nash, Amber PREM:EX <Amber.Nash@gov.bc.ca>
Subject: P Cards and Travel Cards

Hi – would you please send us a list of who has P Cards and who has Travel Cards in the PO. thanks! VG

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 28, 2019 9:14 AM
To: 'Tessier, Mary'
Subject: RE: 16379818

Good Morning Mary,

Just to confirm that it was originally received on the 16th? I have a received report that it was and I'm worried that my Purchasing card is currently unaccounted for.

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: Tessier, Mary <Mary.Tessier@STERICYCLE.com>
Sent: Tuesday, May 28, 2019 6:34 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: 16379818

Hello,

Can I bother you to fax in the pre authorized credit card form again for auto set up if it was you who faxed it in around the 16th of June, please

Have a fantastic day!

Mary Tessier | A/R Specialist, Client Financial Services
Stericycle Inc. | Oakville, Ontario
O: 905-491-2448 | stericycle.ca | shredit.com
1383 North Service Road E., Oakville, ON L6H 1A7

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Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 27, 2019 12:23 PM
To: 'Theresa Ho'
Subject: RE: Processing your Appointment

Thanks Teresa,

I just wanted to confirm your Employee Number has an E in it?

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: Theresa Ho s.22
Sent: Monday, May 27, 2019 11:35 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Re: Processing your Appointment

Dear Danny,

I am sorry for my delay in responding to your email.

s.22

If the quality of scan attachments are not acceptable or if I need to take further steps to help with the Criminal Record Clearance, please let me know.

Have a wonderful day.

Sincerely,
Theresa Ho

On Wed, May 22, 2019 at 11:40 AM Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca> wrote:

Good Morning Theresa,

We are processing your appointment this week for a start date of Monday June 3rd, 2019.

Can you please confirm your full legal name as Theresa Ho. Please be sure to include any given Middle names as well.

Also, please fill out the attached forms and send them back with two pieces of identification, one that is preferably a Drivers Licence or BC ID Card.

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 27, 2019 11:19 AM
To: Girn, Naveen PREM:EX
Subject: RE: HR Website

Hi Naveen,

My apologies,

<https://Timepay.gov.bc.ca> (while on a government computer)
<https://timepayhome.gov.bc.ca/> (from your home computer or Mobile device)

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: Girn, Naveen PREM:EX
Sent: Monday, May 27, 2019 11:17 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: HR Website

Hi Danny,

What was the website address to check pay stubs, again?

Thanks,
Naveen



Naveen Girn

Director of Strategic Outreach & Stakeholder Relations
Office of the Premier | Government of British Columbia
501 Belleville St, Victoria, BC V8V 2L8 | 250.812.5295
E-mail: naveen.girn@gov.bc.ca

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Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 27, 2019 10:13 AM
To: Kingston, Charlotte PREM:EX
Subject: RE: M206

It appears the full transcript wasn't completed.

<https://www.leg.bc.ca/documents-data/debate-transcripts/41st-parliament/4th-session/20190514am-House-Blues>

Here is the link (its at the bottom of the page) if you would like to take a look.

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: Kingston, Charlotte PREM:EX
Sent: Monday, May 27, 2019 9:41 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: M206

Thank you my friend! This is great, but I am looking for the rest of Spencer's comment and anything else said by our caucus on the subject.

From: Loubert, Danny PREM:EX
Sent: May 24, 2019 1:04 PM
To: Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>
Subject: M206

BILL M206 — RESIDENTIAL TENANCY AMENDMENT ACT, 2019

A. Weaver: I move that Bill M206, the Residential Tenancy Amendment Act, 2019, be now read a second time. I'm very proud to stand today in the second reading of the private member's bill that I introduced on March 7.

I would like to take this time to thank government for calling this bill for second reading and for their feedback on it over the last two months. I'd also like to recognize and thank the B.C. Liberals for making the first round of family violence changes that were brought forward in the Residential Tenancy Act amendments in 2015. Their work set the foundation for this bill.

This bill before us today was developed in close consultation and collaboration with West Coast LEAF and the Ending Violence Association of British Columbia. I'm very grateful to both of them for their advocacy and their leadership on this file. My office also spoke extensively with LandlordBC, and they were very supportive of the changes, just as they were in 2015, when the family violence provisions were first brought in. I commend them for standing against violence.

Lastly, thank you to the legislative drafters and editors who worked through half a dozen versions of this bill to make sure every word was just right and legally sound.

As canvassed in its first reading, this bill amends the Residential Tenancy Act to provide tenants with the ability to end their fixed-term lease if staying in their rental unit is a threat to their safety or security. It expands on the constrained

family violence provisions introduced in 2015, and gives, for example, someone who is sexually assaulted by their roommate or neighbour the right to break their lease so that they can move to a safer home.

[1145]

The term "occupant violence" was first introduced and defined in the bill presented at first reading to capture all violence associated with the property, using an adapted version of the existing family violence definition. After receiving extensive feedback from the Ministry of Municipal Affairs and Housing, the distinction between who is an occupant, who is a tenant and the overlap between the two may be somewhat unclear to some people. So I've tabled, and you'll notice on the order papers, a number of amendments to try to clarify this. We'll move them at committee stage.

In particular, you'll notice on the order papers the amendment to section 1. We've changed "occupant violence" to "household violence," and that was based on extensive feedback from legislative drafters as well.

The amendments adjust some of the language for clarity and certainty, but the original policy intent remains. For example, I propose that we replace the term "occupant violence" with "household violence," as I mentioned, to prevent any confusion that arises from using the terms "occupant" and "tenant" in overlapping sections. That was advised to us by government's suggestions, but the policy outcome, as I mentioned, is the same. This amendment act gives tenants the right to break their fixed-term leases if staying in the rental unit is a threat to their safety or security.

Another amendment that you'll see on the order papers may be made to the Commencement section to give the minister ample time for consultation with the third-party verifiers before it comes into force — a change I was happy to make, as they are key to the success of this section of the Residential Tenancy Act. As it currently stands, for the family violence section, written third-party verification of violence can be provided by police, listed medical practitioners, counsellors, First Nations support workers, victim support workers and others. So the definition with respect to who can provide information in the family violence section is carried forward into this tenants or occupants or household section of the bill.

The previous Liberal government did an admirable job with the development of the regulation that they put in place with the 2015 legislation. Having regulations that extend the verification powers beyond law enforcement is vital, as not all survivors will be going to the police as their first step. Some will choose to focus on working with medical practitioners, First Nations support, counsellors, etc.

In the case of domestic violence, for example, the risk of injury or death can actually increase if a violent partner learns their spouse had contacted police or is planning to or is leaving. Having a range of professionals able to vouch for victims will allow them to choose the safest option that they believe is in their best interests.

This bill also makes it clear that the regulations listing which professionals and practitioners are authorized to provide the confirmation statement about family violence will have the same powers in cases involving household violence. Although simple in its structure, the bill will have a significant impact on the people who need it.

The Ending Violence Association of British Columbia estimates that there are approximately 60,000 incidents of sexual and domestic violence in British Columbia each year — over a thousand cases a week. In the majority of cases, that violence happens in the home. Once that happens, the home may no longer be a safe place for the victim or their children, and the implications of that shift from the home to the scene of a crime are profound.

I'm proud to be advancing this bill that will give survivors the freedom to seek safety, security and the space needed to heal. No one should be forced to live in close proximity to their perpetrator. This bill supports survivors.

S. Chandra Herbert: Well, I want to thank the member, the Leader of the Third Party, the Green Party, for bringing forward this legislation. I remember back to 2015 when the government of the day did move the Residential Tenancy Amendment Act — I guess it would have been 2015 — to bring in some protections for people fleeing or leaving, escaping, running from domestic violence in their household. I think it was important legislation at the time.

I want to acknowledge the current Attorney General, the member for Vancouver–Point Grey, for his work as critic in opposition for forwarding some of these concerns.

I also stood at the time and made arguments for including a person fleeing from violence from a neighbour, from the landlord, perhaps, or someone else. I thank the member from Oak Bay for reminding me of those comments. There have been so many times, I guess, that I've stood in this House around residential tenancy issues and working to try and improve the situation....

[1150]

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 27, 2019 9:43 AM
To: Grant, Lisa EDUC:EX
Subject: RE: Minister Fleming Vacation request

Hi Lisa,

In order for Minister Fleming to be off one of his back ups would need to be around to act in his place. At this time both are scheduled to be away, and as such leave would not be approved.

If you have any questions, please give me call.

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: Grant, Lisa EDUC:EX
Sent: Friday, May 24, 2019 11:28 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Wade, Debbie PREM:EX <Debbie.Wade@gov.bc.ca>; Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: RE: Minister Fleming Vacation request

Hi Dany,

Just checking in to see if it is alright for MRF to be out of town for s.22 as long as he is reachable and could return if needed?

Thank you 😊

Lisa Grant

 Administrative Coordinator
The Office of the Hon. Rob Fleming
Minister of Education
Legislative Assembly of British Columbia
P: 250-356-8247 | E: Lisa.Grant@gov.bc.ca

From: Grant, Lisa EDUC:EX
Sent: May 17, 2019 2:22 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Wade, Debbie PREM:EX <Debbie.Wade@gov.bc.ca>; Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: Re: Minister Fleming Vacation request

Thanks Danny!

Have a great weekend yourself. I will touch base with you next week to follow up on whether it would be fine for MRF to be out of town as long as he reachable and able to return from s.22

Cheers
Lisa

Sent from my iPhone

On May 17, 2019, at 2:20 PM, Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca> wrote:

Hi Lisa,

This has been approved.

Have a great long weekend!

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: Grant, Lisa EDUC:EX

Sent: Wednesday, May 15, 2019 9:40 AM

To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>

Cc: Wade, Debbie PREM:EX <Debbie.Wade@gov.bc.ca>; Geary, Vanessa PREM:EX
<Vanessa.Geary@gov.bc.ca>

Subject: Minister Fleming Vacation request

Hi Danny,

Minister Fleming would like to book vacation^{s.22}
office that she is available to cover these dates.

I've confirmed with Melanie Mark's

Cheers,

Lisa Grant

<Administrative Coordinator
The Office of the Hon. Rob Fleming
Minister of Education
Legislative Assembly of British Columbia
P: 250-356-8247 | E: Lisa.Grant@gov.bc.ca

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 27, 2019 9:33 AM
To: 'Whitney Morrison'
Subject: RE: Possessing your Appointment

Thanks Whitney,

Can you please fill in the following information for the Onboarding Document:

- Full Mailing Address
- Phone Number
- Email Address
- Position Title
- Branch
- Salary

I have included a blank form for you to fill out if you need

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: Whitney Morrison s.22
Sent: Friday, May 24, 2019 5:30 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Re: Possessing your Appointment

Hi Danny,

Attached are the documents. Do let me know if I've missed anything.

Best,
Whitney

On Thu, May 23, 2019 at 9:19 AM Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca> wrote:

Thanks Whitney,

I had received an update after I had sent you the package. We are now processing for a June 11th Start date.

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: Whitney Morrison^{s.22}
Sent: Thursday, May 23, 2019 9:01 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Re: Possessing your Appointment

Thanks Danny.

I will track down a printer and scanner tomorrow and get these documents back to you ASAP. My full legal name is Alix Whitney Morrison.

Also, I checked with Anne and the start date that we are working with is June 11. That all good?

Kindly,

Whitney M.

On Wed, May 22, 2019, 11:45 AM Loubert, Danny PREM:EX, <Danny.Loubert@gov.bc.ca> wrote:

Hi Whitney,

We are processing your appointment this week for a start date of Monday June 17th, 2019.

Can you please confirm your full legal name as Whitney Morrison. Please be sure to include any given Middle names as well.

Also, please fill out the attached forms and send them back with two pieces of identification, one that is preferably a Drivers Licence or BC ID Card.

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 24, 2019 4:35 PM
To: Geary, Vanessa PREM:EX
Subject: RE: Important update from Helijet!

Sounds good. Ill update your calendar.

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: Geary, Vanessa PREM:EX
Sent: Friday, May 24, 2019 4:32 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Important update from Helijet!

Thanks but I will stay on the 7pm

From: Loubert, Danny PREM:EX
Sent: Friday, May 24, 2019 4:26 PM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: FW: Important update from Helijet!

Hi Vanessa,

The Waitlist for the 6:40 just cleared would you prefer this flight or the 7?

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: Passenger Services <PassengerServices@helijet.com>
Sent: Friday, May 24, 2019 4:24 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Important update from Helijet!



This is an important update from Helijet.

Hello,
A flight you were wait listed for has cleared. Please call 1.800.665.4354 to accept or decline.
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.17
Name	Mira Oreck
Company	Government Of Bc

Advisory

Hello,
A flight you were wait listed for has cleared. Please call 1.800.665.4354 to accept or decline.
Thank you,
Helijet Passenger Services

Booking s.22

Thursday, May 30, 2019

858

18:40 Victoria Harbour (Downtown)

19:15 Vancouver Harbour (Downtown)

35 minutes

Confirmed WL Cleared

1 Passengers - Off-Peak

· Vanessa Geary, Female

[Add to Calendar](#)

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

Loubert, Danny PREM:EX

From: PREM Vancouver Cabinet Office PREM:EX
Sent: May 24, 2019 4:34 PM
To: Duguay, Ilene JTT:EX
Cc: PREM Vancouver Cabinet Office PREM:EX
Subject: RE: Cabinet Boardroom Booking

Hi Ilene,

Just wanted to confirm a few details for the room. What is the meeting for? We don't normally book a specific room as from time to time we need to shift meetings based on priority, this is especially true for the Cabinet Boardroom as the priority goes to Cabinet and Committees.

While we do provide water in the boardrooms and some coffee and tea in the lobby, refreshments and catering are to be organized by those requesting the room.

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: Duguay, Ilene JTT:EX
Sent: Friday, May 24, 2019 3:58 PM
To: PREM Vancouver Cabinet Office PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: Cabinet Boardroom Booking

Hello:

Can we please book the Cabinet Boardroom for June 21, from 10:30pm-1:30pm and also have refreshments provided? This is for Minister George Chow and once I have a list of attendees, I will notify you.

Thank you,

Ilene Duguay
Administrative Assistant to the Honourable George Chow
Minister of State for Trade

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: 250-387-9139 | Fax: 250-387-9146 | Email: Ilene.Duguay@gov.bc.ca

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 24, 2019 3:10 PM
To: Cardona, Diego AEST:EX
Subject: RE: On boarding forms Diego Cardona AEST

Hi Diego,

We are paid on a bi weekly basis. Our next pay day is May 31st. Im not sure if there is a calendar for this though.

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: Cardona, Diego AEST:EX
Sent: Friday, May 24, 2019 2:36 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: FW: On boarding forms Diego Cardona AEST

Hey Brother,

Just following up on this question?

Any clues?

From: Cardona, Diego AEST:EX
Sent: May 23, 2019 6:27 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Re: On boarding forms Diego Cardona AEST

Perfect,

Thank you Danny. I will Diana about the benefits. One last question. When is pay day? Or how often should I expect to be paid and is there a calendar with those dates?

Thanks
Diego

Sent from my iPhone

On May 22, 2019, at 11:08 AM, Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca> wrote:

Hi Diego,

I apologise for the tardy reply. I am processing your payroll documents and will review the rest of your documents for completion.

With questions about Benefits I would speak to our Benefits Advisor Diana Grabavac (cc'ed in this email). I have included the Benefits At a Glance document for your review as well.

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: Cardona, Diego AEST:EX
Sent: Wednesday, May 15, 2019 1:21 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: On boarding forms Diego Cardona AEST

Hey Danny,

I hope your doing well my friend.

My friend I think these are all the documents I was supposed to scan over to you. Let me know if I am missing anything. s.22

s.22

Thank you
Diego

From: s.15 <Diego.Cardona@gov.bc.ca>
Sent: May 15, 2019 12:48 PM
To: Cardona, Diego AEST:EX <Diego.Cardona@gov.bc.ca>
Subject: Scan From <Device Name>

<8. Flexible Benefits At a Glance-2019.pdf>

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 24, 2019 1:33 PM
To: Geary, Vanessa PREM:EX
Subject: Re: Fall 19 - DMC update

All taken care of :)

Sent from my Samsung Galaxy smartphone.

----- Original message -----

From: "Geary, Vanessa PREM:EX" <Vanessa.Geary@gov.bc.ca>
Date: 2019-05-24 1:28 PM (GMT-08:00)
To: "Loubert, Danny PREM:EX" <Danny.Loubert@gov.bc.ca>
Subject: RE: Fall 19 - DMC update

Did you shread?

From: Loubert, Danny PREM:EX
Sent: Friday, May 24, 2019 8:53 AM
To: Canitz, Shelley L PREM:EX <Shelley.Canitz@gov.bc.ca>
Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: RE: Fall 19 - DMC update

They have been collected.

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: Canitz, Shelley L PREM:EX
Sent: Friday, May 24, 2019 8:50 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: Re: Fall 19 - DMC update

Issue is done - can you get the copies back?

On May 24, 2019, at 8:44 AM, Canitz, Shelley L PREM:EX <Shelley.Canitz@gov.bc.ca> wrote:

Now - thanks

On May 24, 2019, at 8:34 AM, Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca> wrote:

We have them ready just need the go to deliver

Sent from my Samsung Galaxy smartphone.

----- Original message -----

From: "Canitz, Shelley L PREM:EX" <Shelley.Canitz@gov.bc.ca>
Date: 2019-05-24 8:33 AM (GMT-08:00)
To: "Geary, Vanessa PREM:EX" <Vanessa.Geary@gov.bc.ca>
Cc: "Geary, Vanessa PREM:EX" <Vanessa.Geary@gov.bc.ca>, "Loubert, Danny PREM:EX" <Danny.Loubert@gov.bc.ca>
Subject: Re: Fall 19 - DMC update

You will need 4 copies

On May 24, 2019, at 8:29 AM, MacLennan, Alex PREM:EX <Alex.MacLennan@gov.bc.ca> wrote:

Will do. I have heard from Don, and we will be proceeding with this.

A

From: Geary, Vanessa PREM:EX
Sent: May 24, 2019 7:58 AM
To: Canitz, Shelley L PREM:EX <Shelley.Canitz@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: MacLennan, Alex PREM:EX <Alex.MacLennan@gov.bc.ca>
Subject: RE: Fall 19 - DMC update

I will be in lock up, so please email Danny if they need to be taken back after presentation.

From: Canitz, Shelley L PREM:EX
Sent: Friday, May 24, 2019 7:47 AM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: MacLennan, Alex PREM:EX <Alex.MacLennan@gov.bc.ca>
Subject: Fwd: Fall 19 - DMC update

Vanessa and Danny - would you please print out about 6 copies of the attached? We may want you to hand them to the DMs AND get them back at end of Alex's presentation (I can email you when that happens).

Alex will confirm if this is a go in a bit

Begin forwarded message:

From: "MacLennan, Alex PREM:EX"
<Alex.MacLennan@gov.bc.ca>
Date: May 23, 2019 at 2:27:32 PM PDT
To: "Wright, Don J. PREM:EX"
<Don.J.Wright@gov.bc.ca>
Cc: "Canitz, Shelley L PREM:EX"
<Shelley.Canitz@gov.bc.ca>
Subject: FW: Fall 19 - DMC update

Hello Don,

At the last DMC it was asked that I bring back the updated Fall 2019 Leg agenda. Attached are a handout I could provide (and retrieve) as well as a deck so those in VCO can see.

I could do this as early as tomorrow if you wish, but not rush on my end and happy to do at a later meeting if it suits you better.

Thanks
Alex

The hand-out:

And the powerpoint

Page 034 of 181

Withheld pursuant to/removed as

s.22

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 24, 2019 10:25 AM
To: Amy Li
Cc: Danilo Paunovski; Victoria Perez De Tagle
Subject: Re: WO#BCB32041000. New Service Request - Inside Main Door not latching

Thanks Amy!

Sent from my Samsung Galaxy smartphone.

----- Original message -----

From: Amy Li <amyl@opwtc.ca>
Date: 2019-05-24 10:19 AM (GMT-08:00)
To: "Loubert, Danny PREM:EX" <Danny.Loubert@gov.bc.ca>
Cc: Danilo Paunovski <danp@opwtc.ca>, Victoria Perez De Tagle <victoriap@opwtc.ca>
Subject: FW: WO#BCB32041000. New Service Request - Inside Main Door not latching

Hi Danny,

The locking mechanism of the door in question is not part of the building standard. It is actually an equipment owned by your office. Our technician also sprayed lubricant to facilitate the closing as a temporary measure. Please arrange to have your own technician to take a look at the door/lock.

We talked to WSI and notified them of the situation. They said they will send another contractor to take a look at it.

Thank you.

Amy Li | Chief Accountant | Ocean Pacific Management Ltd.
World Trade Centre, 515-999 Canada Place, Vancouver, BC V6C 3E1
Ph: 604.682.7391 | Fax: 604.682-5359 | Direct: 604.844.2818

From: realhelp10@bljc.com [mailto:realhelp10@bljc.com]
Sent: May 24, 2019 9:40 AM
To: Amy Li
Subject: WO#BCB32041000. New Service Request

DO NOT REPLY to this email** Please call 1-877-222-2621 if you have any questions.

HEALTH, SAFETY, & ENVIRONMENTAL:

BGIS Team Members must follow BGIS processes and work instructions, perform a Last Minute Risk Assessment and "Take 2 for Safety" to ensure they follow the correct procedure, use the appropriate tools and PPE, and are physically and mentally prepared
Consult HSE for help as needed.

In addition, BGIS Technicians may consult a library of Consult HSE to assist

SERVICE PROVIDERS must follow their own safe work processes to ensure hazards are identified and risks mitigated. These processes must meet or exceed the HSE requirements identified in the Contractor Health, Safety and Environmental Handbook.

Any questions re: HSE hazards and associated risks MUST be communicated to the BGIS contact in advance of executing work.

All workers must visit on-site hazard station to become familiar with any known hazards BEFORE start of any work.

Without exception, all workers must adhere to BGIS safety policies & applicable regulations.

SERVICE PROVIDER ID: 3177976-OCEAN PACIFIC HOTELS LTD.

WO#: BCB32041000

REQUIRED BY DATE: 24-May-2019 12:34 PM

PRIORITY: URGENT

DESCRIPTION: Please repair the inside main door as it is not properly closing. It will not swing back all the way to latch and will remain slightly ajar. This is an automatic door that uses a scan card. This door needs to be locked, they are able

: to shut the door manually if they push on it.

BUILDING NAME: WORLD TRADE CTR

BUILDING ID: 67515

BUILDING ADDRESS: WORLD TRADE CTR-999 CANADA PL. 999 CANADA PL.,
VANCOUVER BC V6C 3E1

FLOOR/SUITE/AREA: 1//

REQUESTOR NAME: DANNY LOUBERT (OOP)

REQUESTOR PHONE #: 604-398-5780

REPORTED ON: 24-May-2019 09:34 AM

FACILITY MANAGER: SHAWN CARSTENSEN

FACILITY MANAGER PHONE #: 778-789-0053

WO TYPE: Service Request

REQUEST TYPE: AUTOMATIC DOOR REPAIR

TERMS & CONDITIONS:

This Work Order is subject to the Terms & Conditions published at <https://www.bgis.com/ca/suppliers.htm>

APPROVALS:

For all work in excess of \$500 (parts & labour) written quotations must be sent to wsi-sa.team@bgis.com and approved in writing by BGIS Workplace Solutions Inc. (WSI) prior to being undertaken.

COMPLETION:

All work orders must be completed either by vendor using RealSuite or by calling Operations Centre at 1-877-222-2621 and following the prompts for Service Providers, immediately after completion of work.

To ensure timely payment of invoice, Work Order must first be completed by the Service Provider, as described above.

INVOICING INSTRUCTIONS:

Please note that the service in this work order **CANNOT BE INVOICED UNDER THIS WORK ORDER**. If this service is being performed under another contract, please reference the contract number on your invoice.

Your invoice will not be processed under this work order. If you have any question, please contact the Facility Manager.

Please consider the environment before printing this email - Help save our planet.

Veillez songer à l'environnement avant d'imprimer le présent courriel – Aidez-nous à protéger notre planète.

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Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 24, 2019 9:26 AM
To: Parte, Maura PSA:EX
Subject: MO Staff List
Attachments: MO Staff List - May 2019.docx

Hi Maura,

Before I send this to Vanessa could I trouble you to have a quick look over to make sure I have everyone in the correct office?

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 24, 2019 8:20 AM
To: Tsang, Robin FIN:EX; Wensink, Alison PREM:EX
Subject: Vco ready to connect

Sent from my Samsung Galaxy smartphone.

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 24, 2019 8:12 AM
To: Phillips, Dawn-Lynn PSA:EX
Cc: Valley, Nancy PSA:EX
Subject: RE: s.22 MACHELL, Aileen

Can do!

I hope you have a good weekend!

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: Phillips, Dawn-Lynn PSA:EX
Sent: Thursday, May 23, 2019 5:06 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Valley, Nancy PSA:EX <Nancy.Valley@gov.bc.ca>
Subject: s.22 MACHELL, Aileen

Hi Danny – we will need a Political Standards of Conduct and Political Oath for Aileen. Please send to Nancy when you have them. 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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 23, 2019 3:26 PM
To: Prince, Megan IRR:EX
Subject: RE: 10am Meeting Friday May 24th

Thanks Megan,

Please have the guests go to suite 730 - Ministry of Jobs Trade and Technology on the 7th floor of the World Trade Centre Complex. They will need to check in with Reception.

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: Prince, Megan IRR:EX
Sent: Thursday, May 23, 2019 3:13 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: 10am Meeting Friday May 24th

Till 12. Thanks Danny!

Thank you,

Megan Prince
Administrative Coordinator
Deputy Ministers Office | Ministry of Indigenous Relations and Reconciliation
Ph: 250-419-8893

From: Loubert, Danny PREM:EX
Sent: May 23, 2019 3:12 PM
To: Prince, Megan IRR:EX <Megan.Prince@gov.bc.ca>
Subject: RE: 10am Meeting Friday May 24th

Thanks Megan,

How long will the meeting last for again?

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: Prince, Megan IRR:EX
Sent: Thursday, May 23, 2019 2:30 PM

To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>

Subject: RE: 10am Meeting Friday May 24th

Hi Danny,

Yes its is. Ivan Thompson from Tides Canada, and Hedy Rubin and David Hendrickson from Real Estate Foundation, Ross McMillan, Suzanne and Gina Delimari

Thank you,

Megan Prince

Administrative Coordinator

Deputy Ministers Office| Ministry of Indigenous Relations and Reconciliation

Ph: 250-419-8893

From: Loubert, Danny PREM:EX

Sent: May 23, 2019 2:29 PM

To: Prince, Megan IRR:EX <Megan.Prince@gov.bc.ca>

Subject: 10am Meeting Friday May 24th

Hi Megan,

Just wanted to follow up to our conversation about the meeting tomorrow morning.

Could you please send me the list of attendees when possible.

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 23, 2019 3:19 PM
To: Bain, Don PREM:EX
Subject: FW: Email From s.15

Hi Don,

Please see your confirmation for next weeks hotel.

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: s.15
Sent: Wednesday, May 22, 2019 2:10 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Email From s.15

s.15

Reservation Confirmation

Dear Donald Bain,

We are pleased to confirm your reservation at the s.15
If there's anything we can do to make your stay more enjoyable please let us know.

We look forward to welcoming you to Victoria.

We look forward to seeing you soon.

s.15

Reservation Details

Guest Name: Donald Bain

Confirmation #: s.22

Check In: May 26th 2019 - 4:00 PM

Check Out: May 28th 2019 - 11:00 AM

Room Type: Studio Suite: 1 King bed + kitchen

Daily Rate:

Start Date	End Date	Ratecode	Rate
May 26/19	May 27/19	GOV2	\$149.00

Notes:

Above rates are listed in Canadian dollars before applicable taxes.

In the event that you need to cancel your reservation, please contact the hotel 24 hours prior to arrival to avoid penalty.

Upon check in, we will ask to verify your photo identification, and a credit card will be required to secure your stay.

Check in time is 4:00 PM and check out time is 11:00 AM.

s.15

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 23, 2019 3:16 PM
To: JTT ITD Boardroom Bookings JTT:EX
Subject: FW: 10am Meeting Friday May 24th

Hello,

Please see the list of names for Suzanne Christiansen's Meeting from 10 till noon.

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: Prince, Megan IRR:EX
Sent: Thursday, May 23, 2019 2:30 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: 10am Meeting Friday May 24th

Hi Danny,

Yes its is. Ivan Thompson from Tides Canada, and Hedy Rubin and David Hendrickson from Real Estate Foundation, Ross McMillan, Suzanne and Gina Delimari

Thank you,

Megan Prince
Administrative Coordinator
Deputy Ministers Office | Ministry of Indigenous Relations and Reconciliation
Ph: 250-419-8893

From: Loubert, Danny PREM:EX
Sent: May 23, 2019 2:29 PM
To: Prince, Megan IRR:EX <Megan.Prince@gov.bc.ca>
Subject: 10am Meeting Friday May 24th

Hi Megan,

Just wanted to follow up to our conversation about the meeting tomorrow morning.

Could you please send me the list of attendees when possible.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier

Page 048 of 181

Withheld pursuant to/removed as

s.22

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 23, 2019 1:46 PM
To: Kingston, Charlotte PREM:EX
Subject: Flights Monday May 27th
Attachments: Flight Itinerary. Thanks for choosing Harbour Air!; Thank you for choosing to take off with Helijet!

Hi Charlotte,

Please find attached your flights for Monday. A copy will be added to your calendar.

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 23, 2019 1:11 PM
To: Grant, Lisa EDUC:EX; Dixon, Olivia PREM:EX
Subject: RE: Last item for printing

Thanks Lisa,

I have its all in a folder for the Veronica 😊

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: Grant, Lisa EDUC:EX
Sent: Thursday, May 23, 2019 1:03 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>; Dixon, Olivia PREM:EX <Olivia.Dixon@gov.bc.ca>
Subject: Last item for printing

Hi Danny and Olivia,

Here is the last document for printing. Veronica will stop by this afternoon to pick up all three 😊

Thank you!

Lisa Grant



Administrative Coordinator
The Office of the Hon. Rob Fleming
Minister of Education
Legislative Assembly of British Columbia
P: 250-356-8247 | E: Lisa.Grant@gov.bc.ca

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 23, 2019 12:33 PM
To: Dixon, Olivia PREM:EX
Subject: RE: A/V Equipment for Friday

Just the time that they can expect 😊

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: Dixon, Olivia PREM:EX
Sent: Thursday, May 23, 2019 11:57 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: FW: A/V Equipment for Friday
Importance: High

Hi!

I remember you saying you need more details before you could reach out to JTT. What details do you require? 😊

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

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.

From: Behrens, Marlene GCPE:EX
Sent: May 23, 2019 11:50 AM
To: Dixon, Olivia PREM:EX <Olivia.Dixon@gov.bc.ca>
Subject: RE: A/V Equipment for Friday

Thank you!

Have we confirmed they can go through JTT? The Ministry is looking for media instructions for their MA.

Thanks,

M

From: Dixon, Olivia PREM:EX
Sent: May 23, 2019 10:35 AM
To: Behrens, Marlene GCPE:EX <Marlene.Behrens@gov.bc.ca>
Subject: A/V Equipment for Friday

Hi Marlene!

When they A/V company arrives they will have to go to the Loading Docks located on Waterfront Road. They will not be given access through the lobby and security will not be pleased if they try to enter through there. When they arrive at the loading dock they will need to buzz security who will grant them access to the Service Elevator (only elevator their equipment is permitted in).

They will go to the 7th floor and then down the hall to suite 740 where they will buzz again for reception to let them in. They cannot leave anything in the hallways, so it needs to be ready to go in one trip. Then we will repeat the whole process again when they go to leave. 😊

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

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.

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 23, 2019 12:29 PM
To: JTT ITD Boardroom Bookings JTT:EX
Subject: Media Event Tomorrow Am

Hi JTT,

Please note there will be a media event tomorrow morning.

We are still awaiting the final details and will pass along once we have the timing as well.

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 23, 2019 11:39 AM
To: OOP FOI PREM:EX
Subject: RE: Call for records OOP-2019-92730 Records Due May 23 2019

Good Morning,

Please find the requested FOI record in the Folder listed below.

hay čx^w qə

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: OOP FOI PREM:EX
Sent: Wednesday, May 8, 2019 1:41 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Call for records OOP-2019-92730 Records Due May 23 2019

Hi Danny,

Please see the request below and please let me know by May 23rd whether or not you have any records. Please PDF records into this folder:

Z:\Government\FOI\OOP-2019-92730 - Danny all sent March

Please let us know if you need any help with PDF'ing these records.

To PDF records:

- Shift and up arrow to select emails (batches of about 100-150 emails at a time)
- File, Print, change printer to Adobe PDF
- Save in LAN folder

Records of any and all emails, text messages, BBMs, slack messages, and WhatsApp messages - excluding attachments - sent from Danny Loubert

(Date Range for Record Search: From 03/01/2019 To 03/31/2019)

hay čx^w qə

Leslie Loubert, Administrative Assistant
Deputy Minister's Office | Office of the Premier

Room 272- West Annex, Parliament Buildings
Victoria, BC, V8W 9E1
Office|250-356-2206

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 23, 2019 9:56 AM
To: Phillips, Dawn-Lynn PSA:EX
Subject: RE: Huiyuan (Angela) Liu - Onboarding
Attachments: Liu, Huiyuan - Consent for Disclosure of Criminal Record Information20190523.pdf

Hi Dawn-Lynn,

Please see the attached Consent for Disclosure of Criminal Record Information for Huiyuan Liu.

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: Loubert, Danny PREM:EX
Sent: Thursday, May 23, 2019 8:57 AM
To: Phillips, Dawn-Lynn PSA:EX <Dawn-Lynn.Phillips@gov.bc.ca>
Subject: Huiyuan (Angela) Liu - Onboarding

Hi Dawn-Lynn,

I just received the package this morning.

I'm working on the CRC check but here is the checklist to hopefully get things started.

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 23, 2019 9:53 AM
To: Phillips, Dawn-Lynn PSA:EX
Subject: Machel, Aileen s.22 - Consent for Disclosure of Criminal Record Information
Attachments: Machell, Aileen s.22 - Consent for Disclosure of Criminal Record Information20190523.pdf

Hi DL,

Please see the attached Consent for Disclosure of Criminal Record Information for Aileen.

I will forward the results when the come in.

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 23, 2019 9:40 AM
To: 'Roger Liu'
Subject: RE: Walk Test at the VCO

Hi Roger,

That sounds great, see you then!

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: Roger Liu <Roger.Liu@telus.com>
Sent: Thursday, May 23, 2019 9:39 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Walk Test at the VCO

Hi Danny:

How about next Tuesday at 11:00 am?

Thanks,

Roger

From: Loubert, Danny PREM:EX [<mailto:Danny.Loubert@gov.bc.ca>]
Sent: May 21, 2019 03:43 PM
To: Roger Liu <Roger.Liu@telus.com>
Subject: RE: Walk Test at the VCO

Hi Roger,

When would you be free next to do the walk through?

Next week would be best but if this week is needed we can arrange as well.

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: Roger Liu <Roger.Liu@telus.com>
Sent: Tuesday, May 21, 2019 11:00 AM

To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>

Subject: FW: Walk Test at the VCO

Hi Danny:

I hope you had a good long weekend.

Please let me know when I will be able to walk the VCO

Thanks,

Roger

From: Roger Liu

Sent: May 7, 2019 01:35 PM

To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>

Subject: Walk Test at the VCO

Hi Danny:

How are you? I am looking to do a walk test at the VCO. We have not done one since the PICO's were installed in your office.

Please let me know which day(s) is a good day to come in to get this done.

Thanks,

Roger Liu

TELUS Wireless Network Technician

TELUS Wireless Operations

Cell: 604-328-5992

E-mail: roger.liu@telus.com

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Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 23, 2019 9:40 AM
To: Phillips, Dawn-Lynn PSA:EX
Subject: Scott, Samantha s.22 - Consent For Disclosure of Criminal Record Information
Attachments: Scott, Samantha s.22 - Consent for Disclosure of Criminal Record Information20190523.pdf

Hi DL

Please see the attached Signed CRC form. I will forward the results when they are made available.

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 23, 2019 9:22 AM
To: 'Angela L'
Subject: RE: Processing your Appointment

Thanks Angela,

These are perfect!

Thanks again!

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: Angela L^{s.22}
Sent: Thursday, May 23, 2019 9:18 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Re: Processing your Appointment

Thanks for the breakdown :)

Here you go! Hope photos are okay — unfortunately I don't have access to a scanner at the moment.

If there are any concerns, I'll be there on Monday and we can solve this in person.

Cheers,

Angela

Page 062 of 181 to/à Page 063 of 181

Withheld pursuant to/removed as

s.22

On Thu, May 23, 2019 at 9:53 AM Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca> wrote:

Thanks Angela,

I just need two pieces of ID as well. I will be unable to process the criminal record check without them.

Here is what is required,

Identity Confirmation Requirements

A minimum of one primary and one secondary identification must be provided to the hiring manager for verification.

Primary ID

Issued by ICBC:

- B.C. driver's licence or learner's licence (must have your photo)
- B.C. Identification (BCID) card

Issued by provincial or territorial government:

- Canadian birth certificate

Issued by Government of Canada:

- Passport
- Canadian Citizenship Card
- Permanent Resident Card
- Canadian Record of Landing/Canadian Immigration Identification Record

SECONDARY ID

- School ID card (student card)
- Bank card (only if applicant's name is on card)
- Credit card (only if applicant's name is on card)
- Foreign birth certificate (a baptismal certificate is not acceptable)
- Canadian or U.S. driver's licence
- Naturalization certificate
- Canadian Forces identification
- Police identification
- Foreign Affairs Canada or consular identification
- Vehicle registration (only if applicant's signature is shown)
- Picture employee ID card
- Firearms Acquisition Certificate
- Social Insurance Card (new style without signature strip not acceptable)
- B.C. CareCard
- Native Status Card
- Parole Certificate ID
- Correctional Service Conditional Release Card

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: Angela L s.22

Sent: Thursday, May 23, 2019 7:16 AM

To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>

Subject: Re: Processing your Appointment

Hi Danny,

thanks for your help fast-tracking all this. Attached below are my signed documents.

I look forward to meeting you in person soon!

Cheers,

On Wed, May 22, 2019 at 11:28 AM Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca> wrote:

Hello Angela,

We are processing your appointment this week for a start date of Monday May 27th, 2019.

Can you please confirm your full legal name as Angela Liu. Please be sure to include any given Middle names as well.

Also, please fill out the attached forms and send them back with two pieces of identification, one that is preferably a Drivers Licence or BC ID Card.

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 22, 2019 4:31 PM
To: Grant, Lisa EDUC:EX; Dixon, Olivia PREM:EX
Subject: Re: Could you print speaking notes for me?

Sounds good :)

Sent from my Samsung Galaxy smartphone.

----- Original message -----

From: "Grant, Lisa EDUC:EX" <Lisa.Grant@gov.bc.ca>
Date: 2019-05-22 4:04 PM (GMT-08:00)
To: "Loubert, Danny PREM:EX" <Danny.Loubert@gov.bc.ca>, "Dixon, Olivia PREM:EX" <Olivia.Dixon@gov.bc.ca>
Subject: RE: Could you print speaking notes for me?

Thanks Danny,

If you could print 2 copies single sided of the attached that would be fantastic.

I should be getting another set probably tomorrow and will send those over as well. Veronica will pop in tomorrow afternoon to pick up.

Cheers,

Lisa Grant



Administrative Coordinator
The Office of the Hon. Rob Fleming
Minister of Education
Legislative Assembly of British Columbia
P: 250-356-8247 | E: Lisa.Grant@gov.bc.ca

From: Loubert, Danny PREM:EX
Sent: May 22, 2019 8:39 AM
To: Grant, Lisa EDUC:EX <Lisa.Grant@gov.bc.ca>; Dixon, Olivia PREM:EX <Olivia.Dixon@gov.bc.ca>
Subject: RE: Could you print speaking notes for me?

Hi Lisa,

Sure thing, just send them along when they are ready.

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: Grant, Lisa EDUC:EX

Sent: Wednesday, May 22, 2019 8:38 AM

To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>; Dixon, Olivia PREM:EX <Olivia.Dixon@gov.bc.ca>

Subject: Could you print speaking notes for me?

Hi Danny and Olivia,

I am hoping to get final versions of some speaking notes for Minister Fleming today or tomorrow. If I email them over to you when I've received them would you be able to print them out for Veronica or Minister to pick up?

Thank you!

Lisa Grant



Administrative Coordinator
The Office of the Hon. Rob Fleming
Minister of Education
Legislative Assembly of British Columbia
P: 250-356-8247 | E: Lisa.Grant@gov.bc.ca

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 22, 2019 4:21 PM
To: Prince, Megan IRR:EX
Subject: RE: Meeting Vancouver Place May 24.

Hi Megan,

Do you have the details for this meeting (Number of attendees etc?) we just want to make sure that we have a large enough boardroom for Suzanne.

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: Loubert, Danny PREM:EX
Sent: Tuesday, May 21, 2019 11:19 AM
To: Prince, Megan IRR:EX <Megan.Prince@gov.bc.ca>
Subject: RE: Meeting Vancouver Place May 24.

Please put the Vancouver Cabinet Office in the location. We will let Suzanne and her guests know which room when they arrive.

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: Prince, Megan IRR:EX
Sent: Tuesday, May 21, 2019 11:08 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Meeting Vancouver Place May 24.

Thank you so much Danny, are you able to provide the room details so I can put it in the invite?

Thank you,

Megan Prince
Administrative Coordinator
Deputy Ministers Office | Ministry of Indigenous Relations and Reconciliation
Ph: 250-419-8893

From: Loubert, Danny PREM:EX
Sent: May 21, 2019 10:04 AM
To: Prince, Megan IRR:EX <Megan.Prince@gov.bc.ca>

Cc: Dixon, Olivia PREM:EX <Olivia.Dixon@gov.bc.ca>

Subject: RE: Meeting Vancouver Place May 24.

Hi Megan,

I apologise for the tardy reply. We do have a room for Suzanne here for her meeting.

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: Prince, Megan IRR:EX

Sent: Thursday, April 25, 2019 2:22 PM

To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>

Subject: Meeting Vancouver Place May 24.

Hi Danny,

Suzanne Christensen ADM is having a meeting in Vancouver on May 24 from 10-12. How do I book a board room for her meeting? Are you able to advise.

Thank you!

Megan Prince
Administrative Coordinator
Deputy Minister's Office Ministry of Indigenous Relations and Reconciliation
Ph: 250-419-8893

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 22, 2019 3:27 PM
To: 'Amy Li'
Subject: RE: 24/7 Access

Thanks Amy!

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: Amy Li <amyl@opwtc.ca>
Sent: Wednesday, May 22, 2019 3:20 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: 24/7 Access

Done.

Amy Li | Chief Accountant | Ocean Pacific Management Ltd.
World Trade Centre, 515-999 Canada Place, Vancouver, BC V6C 3E1
Ph: 604.682.7391 | Fax: 604.682-5359 | Direct: 604.844.2818

From: Loubert, Danny PREM:EX [<mailto:Danny.Loubert@gov.bc.ca>]
Sent: May 22, 2019 3:18 PM
To: Amy Li
Subject: RE: 24/7 Access

6th and 7th, (My appologies)

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: Amy Li <amyl@opwtc.ca>
Sent: Wednesday, May 22, 2019 3:17 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: 24/7 Access

Hi Danny,

7th floor only?

Amy Li | Chief Accountant | Ocean Pacific Management Ltd.
World Trade Centre, 515-999 Canada Place, Vancouver, BC V6C 3E1
Ph: 604.682.7391 | Fax: 604.682-5359 | Direct: 604.844.2818

From: Loubert, Danny PREM:EX [<mailto:Danny.Loubert@gov.bc.ca>]
Sent: May 22, 2019 2:31 PM
To: Amy Li
Subject: RE: 24/7 Access

Thanks Amy,

Can we please have it programmed 24/7 under David Henry?

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: Amy Li <amyl@opwtc.ca>
Sent: Wednesday, May 22, 2019 2:30 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: 24/7 Access

No, Card^{s.15} was not programmed in our system.

Thanks.

Amy Li | Chief Accountant | Ocean Pacific Management Ltd.
World Trade Centre, 515-999 Canada Place, Vancouver, BC V6C 3E1
Ph: 604.682.7391 | Fax: 604.682-5359 | Direct: 604.844.2818

From: Loubert, Danny PREM:EX [<mailto:Danny.Loubert@gov.bc.ca>]
Sent: May 22, 2019 1:56 PM
To: Amy Li
Subject: 24/7 Access

Hi Amy,

I just wanted to check if we had card ^{s.15} programmed with 24/7 access?

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 22, 2019 3:15 PM
To: Singh, Jasmyn HLTH:EX
Subject: RE: meeting room for tomorrow 1-3 pm for Minister Dix, DM Brown

Thanks Jasmyn! I have booked a room for the Minister.

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: Singh, Jasmyn HLTH:EX
Sent: Wednesday, May 22, 2019 2:29 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: meeting room for tomorrow 1-3 pm for Minister Dix, DM Brown

From `1-2 they will meet with MLA Letnick
2-3 they will have a meeting involving the 2 of them
Thanks Danny
JsZ

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 22, 2019 2:14 PM
To: 'Security@panpacificvancouver.com'
Subject: New Security Staff

Hi Mark,

You had mentioned a new Security Officer had started on your Team. Can you please provide the name and access card number so we can update our system. Please continue to send us updates as your staff change so we can continue to have our Security System up to date as well.

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 22, 2019 2:09 PM
To: Geary, Vanessa PREM:EX
Subject: Room May 27th

Hi Vanessa,

Don requires a second night in Victoria but unfortunately, we are not able to secure a gov't rate or a room due to it being very busy. I called around and the best rate I could find would be s.¹⁵ at 149/night. (normal is 129/night). Seeking approval for the higher than gov't rate for Don's Stay.

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 22, 2019 1:30 PM
To: Waters, Leah TRAN:EX
Subject: RE: Form for Aileen to Fill out

Hi Leah,

Can you please get Aileens Employee Number?

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: Waters, Leah TRAN:EX
Sent: Wednesday, May 22, 2019 12:48 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Form for Aileen to Fill out

Hi Danny,

See attached.

Let me know if you need help with anything else.

Thanks!

Leah

From: Loubert, Danny PREM:EX
Sent: May 22, 2019 11:54 AM
To: Waters, Leah TRAN:EX <Leah.Waters@gov.bc.ca>
Subject: Form for Aileen to Fill out

Hi Leah,

Thanks for helping with this. Can you please have Aileen fill out the form and include 2 pieces of ID.

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 22, 2019 12:57 PM
To: Don Bain PREM:EX (Don.Bain@gov.bc.ca)
Subject: FW: Modified: Enterprise Rent-A-Car Reservation s.22 at South Burnaby

Hi Don,

Your updated Car Rental confirmation.

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: Enterprise Rent-A-Car <No-Reply@enterprise.ca>
Sent: Wednesday, May 22, 2019 12:55 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Modified: Enterprise Rent-A-Car Reservation s.22 at South Burnaby



YOUR RESERVATION IS CONFIRMED

Thank you for your reservation.
Your reservation number is s.22

Pick-Up Details

Location	South Burnaby
Date & Time	Saturday, May 25, 2019 @ 9:00 AM
Address	5609 Imperial Street Burnaby, BC V5J 1G1
Phone	6044357755
Hours	Saturday: 9:00 AM - Noon

Return Details

Location	South Burnaby
Date & Time	Tuesday, May 28, 2019 @ 8:00 PM
Address	5609 Imperial Street Burnaby, BC V5J 1G1
Phone	6044357755
Hours	Tuesday: 8:00 AM - 6:00 PM : 12:00 AM - 11:59 PM

Renter Details

Name	DON BAIN
E-mail Address	d.....t@gov.bc.ca
Phone	s.22

Corporate Account Details

Contract Name	BC GOVERNMENT DAILY
---------------	---------------------

Pricing Details

Vehicle Class	Chevrolet Malibu or similar
Transmission Type	Automatic

Estimated Total Due at the Counter	CAD 172.06
------------------------------------	-------------------

Rates

Vehicle

TIME AND DISTANCE	4 DAILY @ CAD 37.00	CAD 148.00
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Extras

Vehicle Kilometrage	Over 800 Kilometers @ CAD0.06/Kilometers	800 Kilometers Included
9 Additional Drivers		Included
Damage Waiver		Included
Damage Waiver		Included

Taxes & Fees

PVRT	CAD 6.00
VLF REC	Included
GOODS AND SVCS TAX (5.0%)	CAD 7.70
PST (7.0%)	CAD 10.36

Estimated Total	CAD 172.06
-----------------	-------------------

VIEW / MODIFY / CANCEL

Need a lift from your place to ours? No problem.

Just call us and provide your confirmation number and/or account number. We can pick you up from many convenient locations.

Please note: This service must be requested 24 hours in advance of the pick-up time indicated on your reservation. Geographic and other restrictions may apply.

Toll Pass Available at Pick-Up

You may be renting or driving in an area with toll roads. We offer optional TollPass products and services at participating locations that allow you to breeze through tolls without stopping to pay cash. Some toll plazas are electronic only and do not offer a cash payment option.

[Learn more about Toll Pass](#)

ADDR - Additional Driver

ADDITIONAL DRIVER AND AGE POLICY: SEE BID AGREEMENT

Mileage

MILEAGE POLICY: SEE BID AGREEMENT

After Hours Service

Please lock the vehicle doors and place keys in the drop box located to the right of the front entrance doors. Customers are responsible for the condition of the vehicle until the branch does a formal check-in, on the next business day.

[Terms and Conditions](#) | [Privacy Policy](#)

© Enterprise Rent A Car 600 Corporate Park Drive St. Louis MO 63105

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 22, 2019 12:51 PM
To: Waters, Leah TRAN:EX
Subject: RE: Form for Aileen to Fill out

Thanks Leah!

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: Waters, Leah TRAN:EX
Sent: Wednesday, May 22, 2019 12:48 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Form for Aileen to Fill out

Hi Danny,

See attached.

Let me know if you need help with anything else.

Thanks!

Leah

From: Loubert, Danny PREM:EX
Sent: May 22, 2019 11:54 AM
To: Waters, Leah TRAN:EX <Leah.Waters@gov.bc.ca>
Subject: Form for Aileen to Fill out

Hi Leah,

Thanks for helping with this. Can you please have Aileen fill out the form and include 2 pieces of ID.

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 22, 2019 11:57 AM
To: Scott, Samantha AG:EX
Subject: Form to be completed
Attachments: consent_for_disclosure_of_criminal_record_information.pdf

Importance: High

Hi Sam,

Congratulations on the new role. As with any new position (where there is a promotion) a new CRC is required. Can you please fill out the attached form and return with 2 pieces of ID.

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 22, 2019 11:30 AM
To: Geary, Vanessa PREM:EX
Subject: FW: Thank you for choosing to take off with Helijet!

Hi Vanessa,
Your confirmation for your flight on Thursday at 7pm. You are still on the waitlist for the 640 should anything clear.

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: Passenger Services <PassengerServices@helijet.com>
Sent: Wednesday, May 22, 2019 11:29 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@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.17
Name	Mira Oreck
Company	Government Of Bc

Booking s.22

Thursday, May 30, 2019

Invoice #421885	
FARE-YWH-OffPeak_Winter2019	\$238.09

858

18:40 Victoria Harbour (Downtown)

19:15 Vancouver Harbour (Downtown)

35 minutes

Wait List w/Auto Clear -DUPE

1 Passengers - Off-Peak

• Vanessa Geary, Female

[Add to Calendar](#)

+ GST	\$11.90
-------	---------

Billing	\$238.09
---------	----------

Taxes	\$11.90
-------	---------

Grand Total	\$249.99
--------------------	-----------------

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)

Bookings.22

Thursday, May 30, 2019

730

19:00 Victoria Harbour (Downtown)

19:35 Vancouver Harbour (Downtown)

35 minutes

Confirmed

1 Passengers - Off-Peak

• Vanessa Geary, Female

[Add to Calendar](#)

Invoice #417952

FARE-YWH-OffPeak_Winter2019	\$238.09
-----------------------------	----------

+ GST	\$11.90
-------	---------

Billing	\$238.09
---------	----------

Taxes	\$11.90
-------	---------

Grand Total	\$249.99
--------------------	-----------------

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

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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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 22, 2019 11:24 AM
To: Parte, Maura PSA:EX
Subject: RE: Angela Liu

Hi Maura,

Angela's Full Legal name is Huiyuan Liu, She prefers to go by Angela Liu.

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: Parte, Maura PSA:EX
Sent: Wednesday, May 22, 2019 10:39 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Angela Liu

Thanks Danny – were you able to get her full legal name for the OIC?

From: Loubert, Danny PREM:EX
Sent: May 22, 2019 10:33 AM
To: Parte, Maura PSA:EX <Maura.Parte@gov.bc.ca>
Subject: RE: Angela Liu

Hi Maura,

Angela is in the process of moving. Her current address is:
s.22

She had a few more questions about travel and was hoping you would be able to call her when you had a moment.

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: Parte, Maura PSA:EX
Sent: Wednesday, May 22, 2019 9:41 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Angela Liu

Yes, please and thank you

From: Loubert, Danny PREM:EX
Sent: May 22, 2019 9:37 AM
To: Parte, Maura PSA:EX <Maura.Parte@gov.bc.ca>
Subject: RE: Angela Liu

Hi Maura,

I do not, would you like me to reach out?

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: Parte, Maura PSA:EX
Sent: Wednesday, May 22, 2019 9:32 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Angela Liu

Do you have her home address?

Maura Parte, Manager, Human Resources
Office of the Deputy Minister | BC Public Service Agency
810 Blanshard Street | Victoria, BC | V8W 9V1
Office: [778-698-9278](tel:778-698-9278) | Cell: [250.213.6377](tel:250.213.6377)



Where ideas work

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 22, 2019 11:24 AM
To: Geary, Vanessa PREM:EX
Subject: MO Staff List
Attachments: MO Staff List - April 2019.docx

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 22, 2019 11:12 AM
To: Phillips, Dawn-Lynn PSA:EX
Subject: Payroll forms for Diego Cardona
Attachments: Direct Deposit.pdf; TD1.pdf; TD1BC.pdf

Hi Dawn-Lynn,

Please find the attached Payroll forms for Diego Cardona.

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 22, 2019 10:34 AM
To: White, Emily MCF:EX
Subject: RE: New AA - Child Care

Thanks Emily!

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: White, Emily MCF:EX
Sent: Tuesday, May 21, 2019 11:42 AM
To: LP Administrative Coordinators <LPACS@Victoria1.gov.bc.ca>; LP Support Staff <LPSUPPORT@Victoria1.gov.bc.ca>; Virk, Rajmeet LASS:EX <Rajmeet.Virk@leg.bc.ca>; Brown, Dawn A PREM:EX <Dawn.A.Brown@gov.bc.ca>
Cc: Wade, Debbie PREM:EX <Debbie.Wade@gov.bc.ca>; Dunnett, Jennifer PREM:EX <Jennifer.Dunnett@gov.bc.ca>; Banh, Lindsay MCF:EX <Lindsay.Banh@gov.bc.ca>
Subject: New AA - Child Care

Hi everyone!

I'm happy to announce that Lindsay Banh is now the Administrative Assistant with Minister Chen's office,^{s.22}
^{s.22} We are very excited to have her!

If you can please ensure she replaces^{s.22} on all your contact lists, and is added to the LP Administrative Coordinators email list.

Thank you!

Best,

Emily White

Administrative Coordinator

The Hon. Katrine Conroy

Minister of Children and Family Development

Room 134 | Parliament Buildings | Victoria | British Columbia | V8V 1X4
Phone: 778 974 5937 | Cell: 250-480-8176 | Email: emily.white@gov.bc.ca

** 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/>.**

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 22, 2019 10:18 AM
To: Djonlic, Matt MAH:EX
Subject: RE: Printing

Hi Matt,

Sure think Ill have it ready when you arrive

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: Djonlic, Matt MAH:EX
Sent: Wednesday, May 22, 2019 9:58 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Printing

Hey Danny,

Think you could print this for me? We'll be at VCO in an hour.

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 22, 2019 9:54 AM
To: Trimble, Brett FIN:EX; PREM Tech
Subject: Re: VCO Lock-up

Hi Brett,

Thanks for getting back to us. Today works if you want to come by.

Thanks :)

Danny

Sent from my Samsung Galaxy smartphone.

----- Original message -----

From: "Trimble, Brett FIN:EX" <Brett.Trimble@gov.bc.ca>
Date: 2019-05-22 9:43 AM (GMT-08:00)
To: "Loubert, Danny PREM:EX" <Danny.Loubert@gov.bc.ca>, PREM Tech <PREM.Tech@gov.bc.ca>
Subject: Re: VCO Lock-up

Hi Danny,

I don't see anything in our calendar for Friday, but as it happens I'll be at the Convention Centre for a Ministry function today and tomorrow. If the printer could be setup today, I should have sometime to take a look.

Regards, Brett

Brett Trimble
Systems Analyst
Ministry of Finance | Offices of the Premier
Tel: [\(778\)698-3782](tel:7786983782)
Cel: [\(250\)634-4966](tel:2506344966)

----- Original message -----

From: "Loubert, Danny PREM:EX" <Danny.Loubert@gov.bc.ca>
Date: 2019-05-22 8:57 a.m. (GMT-08:00)
To: PREM Tech <PREM.Tech@gov.bc.ca>
Subject: FW: VCO Lock-up

Good Morning PREM Tech,

I hope everyone is doing well!

Two Questions for today.

Will someone be over for the CCMWG this Friday?

Would it be possible to set up one of our printers in one of the boardrooms (not in the CCMWG)?

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: Smith, Jessica C AG:EX
Sent: Wednesday, May 22, 2019 7:43 AM
To: Dixon, Olivia PREM:EX <Olivia.Dixon@gov.bc.ca>
Cc: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Fwd: VCO Lock-up

Hi Olivia/Danny,

Is it possible to have a printer set up in the room on Friday?

Thanks,

Jessica

Sent from my iPhone

Begin forwarded message:

From: "Harvey, James AG:EX" <James.Harvey@gov.bc.ca>
Date: May 21, 2019 at 7:09:58 PM PDT
To: "Smith, Jessica C AG:EX" <Jessica.C.Smith@gov.bc.ca>, "Harder, Derrick AG:EX" <Derrick.Harder@gov.bc.ca>
Subject: VCO Lock-up

Hi Jessica and Derrick,

Is it possible to have printing set up in the VCO lock-up room please.

Thanks.
James.

James N. Harvey QC
Assistant Deputy Attorney General

Ministry of Attorney General, Legal Services Branch
Government of British Columbia
6th Floor, 1001 Douglas Street
PO Box 9280, Stn Prov Govt
Victoria, BC V8W 9J7
Phone: (250) 356-8800
Cell: (250) 812 0988
Fax: (250) 356-5111
Email: James.Harvey@gov.bc.ca

For scheduling please contact Brianna Parrott – 250 387 4404

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Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 22, 2019 9:02 AM
To: Dunnett, Jennifer PREM:EX
Subject: FW: Contact Information

Hi Jennifer,

Looks like Debbie was on the ball! Looks like they only have a DM list.

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: Wensink, Alison PREM:EX
Sent: Wednesday, May 22, 2019 8:44 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Contact Information

Hi Danny,

Debbie had forwarded me the below email and I have sent Lori the list of all DMs ☺ Unfortunately I don't have one for ADMs and not sure who would have that.

Thank

Alison

From: Loubert, Danny PREM:EX
Sent: May 22, 2019 8:41 AM
To: Wensink, Alison PREM:EX <Alison.Wensink@gov.bc.ca>
Subject: FW: Contact Information

Hi Alison,

Does the DMO have a list of all DM's? (And possibly ADMs?)

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: Dunnett, Jennifer PREM:EX
Sent: Tuesday, May 21, 2019 12:48 PM

To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>

Subject: FW: Contact Information

Hi Danny,

Do we have an up to date list for DM/ADMs that I can send along?

Thank you,



Jennifer Dunnett | Communications Assistant
Office of the Premier | Government of BC
West Annex, Parliament Buildings
Phone: 250.704.3034

From: Pilon, Lori <Lori.Pilon@leg.bc.ca>

Sent: May 21, 2019 11:33 AM

To: Dunnett, Jennifer PREM:EX <Jennifer.Dunnett@gov.bc.ca>

Subject: FW: Contact Information

Hello Jennifer,

s.22

I hope that you are able to assist.

The Administrator for the City of Merritt has requested a contact list for DM/ADMs. Would you have access to a list or know where I can get one? I have already provided him with the link to the information however he would prefer a list. Thank you so much!

Best Regards,
Lori



Lori Pilon
Constituency Assistant
to MLA Jackie Tegart
Fraser Nicola
405 Railway Avenue, PO Box 279
Ashcroft, British Columbia V0K 1A0
Office: (250) 453-9726
Toll Free : 1 (877) 378-4802

From: Scott Hildebrand [<mailto:shildebrand@merritt.ca>]

Sent: Tuesday, May 21, 2019 10:18 AM

To: Pilon, Lori <Lori.Pilon@leg.bc.ca>

Subject: Contact Information

Hi Lori

I am trying to get my hands on a DM/ADM list that includes contact information? Getting to know this group is important and it worked well for me in Manitoba to make these connections.

Please let me know,

Thanks

Scott

Scott Hildebrand | Chief Administrative Officer

City of Merritt

2185 Voght Street

City Hall - 250.378.4224

Direct Line - 250.378.8613

Email - shildebrand@merritt.ca

Website - www.merritt.ca



Loubert, Danny PREM:EX

Subject: FW: Staff Check In

Location: see below

Start: Mon 2019-04-01 9:00 AM

End: Mon 2019-04-01 9:30 AM

Show Time As: Tentative

Recurrence: Weekly

Recurrence Pattern: Occurs every Monday, Tuesday, Wednesday and Thursday from 9:00 AM to 9:30 AM effective 01/04/2019. (UTC-08:00) Pacific Time (US & Canada)

Meeting Status: Not yet responded

Organizer: Geary, Vanessa PREM:EX

-----Original Appointment-----

From: Geary, Vanessa PREM:EX

Sent: Monday, April 1, 2019 4:09 PM

To: Holmwood, Jen PREM:EX; Kingston, Charlotte PREM:EX; Dunnett, Jennifer PREM:EX; Moran, Roseanne LASS:EX; LP PREM Directors; Smith, George PREM:EX; McConnell, Sheena PREM:EX

Cc: Hannah, Matt LASS:EX; Aaron, Sage PREM:EX; Robinson, Jon PREM:EX; Dewar, Bob PREM:EX; Oreck, Mira PREM:EX; Nash, Amber PREM:EX; Bain, Don PREM:EX

Subject: Staff Check In

When: Occurs every Monday, Tuesday, Wednesday, and Thursday effective 2019-04-01 from 9:00 AM to 9:30 AM (UTC-08:00) Pacific Time (US & Canada).

Where: see below

Renewing these invites as they came from Kate.

For those in Victoria, for now Sage's office can be used as meeting place. And in Vancouver, Vanessa's can be used.

Call in number:

s.15; s.17

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 22, 2019 8:54 AM
To: Smith, Jessica C AG:EX; Dixon, Olivia PREM:EX
Subject: RE: VCO Lock-up

Hi Jessica,

I will get back to you on this.

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: Smith, Jessica C AG:EX
Sent: Wednesday, May 22, 2019 7:43 AM
To: Dixon, Olivia PREM:EX <Olivia.Dixon@gov.bc.ca>
Cc: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Fwd: VCO Lock-up

Hi Olivia/Danny,

Is it possible to have a printer set up in the room on Friday?

Thanks,

Jessica

Sent from my iPhone

Begin forwarded message:

From: "Harvey, James AG:EX" <James.Harvey@gov.bc.ca>
Date: May 21, 2019 at 7:09:58 PM PDT
To: "Smith, Jessica C AG:EX" <Jessica.C.Smith@gov.bc.ca>, "Harder, Derrick AG:EX" <Derrick.Harder@gov.bc.ca>
Subject: VCO Lock-up

Hi Jessica and Derrick,

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Thanks.
James.

James N. Harvey QC
Assistant Deputy Attorney General

Ministry of Attorney General, Legal Services Branch
Government of British Columbia
6th Floor, 1001 Douglas Street
PO Box 9280, Stn Prov Govt
Victoria, BC V8W 9J7
Phone: (250) 356-8800
Cell: (250) 812 0988
Fax: (250) 356-5111
Email: James.Harvey@gov.bc.ca

For scheduling please contact Brianna Parrott – 250 387 4404

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Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 22, 2019 8:44 AM
To: Wensink, Alison PREM:EX
Subject: RE: Contact Information

Thanks Alison! I figured the ADM list was a long shot 😊!

Happy Wednesday!

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: Wensink, Alison PREM:EX
Sent: Wednesday, May 22, 2019 8:44 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Contact Information

Hi Danny,

Debbie had forwarded me the below email and I have sent Lori the list of all DMs 😊 Unfortunately I don't have one for ADMs and not sure who would have that.

Thank

Alison

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Sent: May 22, 2019 8:41 AM
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Subject: FW: Contact Information

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Does the DMO have a list of all DM's? (And possibly ADMs?)

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: Dunnett, Jennifer PREM:EX
Sent: Tuesday, May 21, 2019 12:48 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: FW: Contact Information

Hi Danny,

Do we have an up to date list for DM/ADMs that I can send along?

Thank you,



Jennifer Dunnett | Communications Assistant
Office of the Premier | Government of BC
West Annex, Parliament Buildings
Phone: 250.704.3034

From: Pilon, Lori <Lori.Pilon@leg.bc.ca>
Sent: May 21, 2019 11:33 AM
To: Dunnett, Jennifer PREM:EX <Jennifer.Dunnett@gov.bc.ca>
Subject: FW: Contact Information

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s.22

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The Administrator for the City of Merritt has requested a contact list for DM/ADMs. Would you have access to a list or know where I can get one? I have already provided him with the link to the information however he would prefer a list. Thank you so much!

Best Regards,
Lori



Lori Pilon
Constituency Assistant
to MLA Jackie Tegart
Fraser Nicola
405 Railway Avenue, PO Box 279
Ashcroft, British Columbia V0K 1A0
Office: (250) 453-9726
Toll Free : 1 (877) 378-4802

From: Scott Hildebrand [<mailto:shildebrand@merritt.ca>]
Sent: Tuesday, May 21, 2019 10:18 AM
To: Pilon, Lori <Lori.Pilon@leg.bc.ca>
Subject: Contact Information

Hi Lori

I am trying to get my hands on a DM/ADM list that includes contact information? Getting to know this group is important and it worked well for me in Manitoba to make these connections.

Please let me know,

Thanks

Scott

Scott Hildebrand | Chief Administrative Officer

City of Merritt

2185 Voght Street

City Hall - 250.378.4224

Direct Line - 250.378.8613

Email - shildebrand@merritt.ca

Website - www.merritt.ca



Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 22, 2019 8:40 AM
To: Dunnett, Jennifer PREM:EX
Subject: RE: Contact Information

Hi Jennifer,

I can check with Jackie Hendry's Team to see if they have one. Ill get back to you with the results.

Happy Wednesday!

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: Dunnett, Jennifer PREM:EX
Sent: Tuesday, May 21, 2019 12:48 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: FW: Contact Information

Hi Danny,

Do we have an up to date list for DM/ADMs that I can send along?

Thank you,



Jennifer Dunnett | Communications Assistant
Office of the Premier | Government of BC
West Annex, Parliament Buildings
Phone: 250.704.3034

From: Pilon, Lori <Lori.Pilon@leg.bc.ca>
Sent: May 21, 2019 11:33 AM
To: Dunnett, Jennifer PREM:EX <Jennifer.Dunnett@gov.bc.ca>
Subject: FW: Contact Information

Hello Jennifer,

s.22

I hope that you are able to assist.

The Administrator for the City of Merritt has requested a contact list for DM/ADMs. Would you have access to a list or know where I can get one? I have already provided him with the link to the information however he would prefer a list. Thank you so much!

Best Regards,
Lori

**Lori Pilon**

Constituency Assistant
to MLA Jackie Tegart
Fraser Nicola
405 Railway Avenue, PO Box 279
Ashcroft, British Columbia V0K 1A0
Office: (250) 453-9726
Toll Free : 1 (877) 378-4802

From: Scott Hildebrand [<mailto:shildebrand@merritt.ca>]

Sent: Tuesday, May 21, 2019 10:18 AM

To: Pilon, Lori <Lori.Pilon@leg.bc.ca>

Subject: Contact Information

Hi Lori

I am trying to get my hands on a DM/ADM list that includes contact information? Getting to know this group is important and it worked well for me in Manitoba to make these connections.

Please let me know,

Thanks

Scott

Scott Hildebrand | Chief Administrative Officer

City of Merritt

2185 Voght Street

City Hall - 250.378.4224

Direct Line - 250.378.8613

Email - shildebrand@merritt.ca

Website - www.merritt.ca



Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 22, 2019 7:46 AM
To: Geary, Vanessa PREM:EX
Subject: Accepted: Danny and Vanessa

When: May 23, 2019 2:30:00 PM
Where: V's office

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 21, 2019 5:29 PM
To: Dixon, Olivia PREM:EX
Subject: Accepted: Friday Run-Through

When: May 22, 2019 9:45:00 AM
Where: TBD

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 21, 2019 3:44 PM
To: 'Amy Li'
Cc: Dixon, Olivia PREM:EX
Subject: 24/7 Building Access

Hi Amy,

Can we please have access card^{s.15} programed 24/7 for the 6th and 7th floor for Sian Madoc-Jones.

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 21, 2019 3:35 PM
To: Bain, Don PREM:EX
Subject: FW: Your Reservation Confirmation
Attachments: Confirmed: Enterprise Rent-A-Car Reservation s.22 at South Burnaby

Hi Don,

Please see your confirmation for your hotel and attached your confirmation for your Vehicle Rental.

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: s.15
Sent: Tuesday, May 21, 2019 2:21 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Your Reservation Confirmation

s.15

Dear Mr Bain,

We look forward to welcoming you to Victoria during your upcoming visit. Below you will find the specifics regarding your reservation.

Your Reservation

CONFIRMATION NUMBER: s.22

GUEST NAME: Mr Don Bain

ADULTS: 1

CHILDREN: 0

ROOM TYPE: Victoria Room Two Queens

Bed types are not guaranteed and are
subject to availability

CHECK-IN: Sunday, May 26, 2019

CHECK-OUT: Monday, May 27, 2019

NUMBER OF NIGHTS: 1

NIGHTLY RATE: \$159.00 CAD plus

applicable taxes and fees

RATE DETAILS:

Provincial Government Rate

- Must present valid proof of government
employment at check-in to qualify for the
rate

Page 111 of 181 to/à Page 112 of 181

Withheld pursuant to/removed as

s.15

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 21, 2019 3:11 PM
To: Geary, Vanessa PREM:EX
Subject: Travel May 30th
Attachments: Flight Itinerary. Thanks for choosing Harbour Air!; Thank you for choosing to take off with Helijet!

Hi Vanessa,

Please see your confirmation for your Harbour air flight at 6:00PM and your waitlist for both the 6:40 and 7pm via Helijet.

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 21, 2019 3:10 PM
To: Geary, Vanessa PREM:EX
Subject: Travel May 30th

Tracking:	Recipient	Recall
	Geary, Vanessa PREM:EX	Succeeded: 2019-05-21 3:13 PM

Hi Vanessa,

Please see your confirmation for your Harbour air flight at 6:00PM and your waitlist for both the 6:40 and 7pm via Helijet.

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 21, 2019 1:44 PM
To: Parte, Maura PSA:EX
Subject: FW: Scan From <Device Name>
Attachments: Aileen Machell - Offer Letter20190521.pdf

Hi Maura,

Please see attached,

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: s.15 <Danny.Loubert@gov.bc.ca>
Sent: Tuesday, May 21, 2019 11:22 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Scan From <Device Name>

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 21, 2019 10:45 AM
To: Parte, Maura PSA:EX
Subject: Letters Signed by Amber
Attachments: Molly Henry - Offer Letter20190517.pdf; Tabitha Bernard - Offer Letter20190517.pdf

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 21, 2019 10:08 AM
To: Windrim, Craig IGRS:EX
Subject: RE: changing roles

Hi Craig,

Best of luck in your new role! It has been a pleasure to have been able to work with you. I hope our paths cross again.

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: Windrim, Craig IGRS:EX
Sent: Tuesday, May 21, 2019 9:22 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>; McLaren, Chris PREM:EX <Chris.McLaren@gov.bc.ca>
Subject: changing roles

Dear Danny and Chris,

Sending you a quick note to inform you that I have changed roles at IGRS and am no longer with the Office of Protocol.

It has been a privilege to work with you and coordinate visits between foreign officials and the B.C. Government over the past few years. I am grateful for your support and assistance throughout.

Moving forward, Annette Jordan is your Protocol visits contact, in addition to Lucy Lobmeier, Manjit, Frances and Karen in the office.

Thanks again, best wishes and look forward to working together again in the future.

Sincerely,

Craig Windrim
Manager, U.S. Relations
[Intergovernmental Relations Secretariat](#) | Government of British Columbia
+1 (250) 508-3264
620 Superior Street, Victoria, B.C., V8V1V2

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 21, 2019 9:14 AM
To: Privett, Don PREM:EX
Subject: Voicemail calls over the weekend
Attachments: Voice Mail (24 seconds); Voice Mail (54 seconds); Voice Mail (2 seconds); Voice Mail (2 minutes and 39 seconds); Voice Mail (5 minutes and 38 seconds); Voice Mail (32 seconds); Voice Mail (54 seconds); Voice Mail (35 seconds); Voice Mail (2 minutes and 44 seconds); Voice Mail (1 minute and 3 seconds); Voice Mail (1 minute and 18 seconds); Voice Mail (3 minutes and 2 seconds); Voice Mail (2 minutes and 24 seconds); Voice Mail (2 minutes and 22 seconds); Voice Mail (2 minutes and 52 seconds); Voice Mail (1 minute and 10 seconds); Voice Mail (1 minute and 29 seconds); Voice Mail (3 minutes and 19 seconds); Voice Mail (2 minutes and 40 seconds); Voice Mail (2 minutes and 22 seconds)

Hi Don,

Here are the voicemails that came in over the weekend.

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 21, 2019 8:44 AM
To: Hockin, Amber PREM:EX; Parte, Maura PSA:EX
Subject: RE: s.22 interview

Hi Amber,

s.22 is good for 1145.

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

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

From: Hockin, Amber PREM:EX
Sent: Tuesday, May 21, 2019 6:56 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>; Parte, Maura PSA:EX <Maura.Parte@gov.bc.ca>
Subject: s.22 interview

Good morning. I've had to move back s.22 interview to 1145 - 1230 today. Danny could you please confirm the time change with her? Maura I hope that still works for you. Thanks. Amber

Sent from my iPad

Loubert, Danny PREM:EX

Subject: Interview (In Person) - s.22
Location: VCO - IN PERSON

Start: Tue 2019-05-21 11:00 AM
End: Tue 2019-05-21 11:45 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Hockin, Amber PREM:EX
Required AttendeesParte, Maura PSA:EX

Confirmed with s.22 on May 15th - JD

In person interview, Amber to call Maura

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 17, 2019 1:29 PM
To: Geary, Vanessa PREM:EX
Cc: Wade, Debbie PREM:EX
Subject: FW: Minister Vacations for Approval

FYi

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: Hockin, Amber PREM:EX
Sent: Friday, May 17, 2019 1:03 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Minister Vacations for Approval

Approved, please confirm with the individual offices. Thanks Danny.

From: Loubert, Danny PREM:EX
Sent: May 17, 2019 11:01 AM
To: Hockin, Amber PREM:EX <Amber.Hockin@gov.bc.ca>
Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>; Wade, Debbie PREM:EX <Debbie.Wade@gov.bc.ca>
Subject: Minister Vacations for Approval

Hi Amber,

The following ministers have requested vacation time, the back-ups have been confirmed as noted below. For your Approval

Name	Dates	Back up (Confirmed v)
Mark	s.22	Fleming v
Flemming		Mark v
James		Ralston v
Flemming		Mark v
Eby		Ralston v

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 17, 2019 1:17 PM
To: Reid, Heidi FIN:EX
Cc: Geary, Vanessa PREM:EX; Wade, Debbie PREM:EX
Subject: RE: Additional Vacation request for MCJames...

Hi Heidi,

This has been approved!

I hope you have a great long weekend!

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: Reid, Heidi FIN:EX
Sent: Wednesday, May 15, 2019 11:59 AM
To: Wade, Debbie PREM:EX <Debbie.Wade@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: FW: Additional Vacation request for MCJames...
Importance: High

Morning...

An amendment to MCJ's holiday request.

s.22

I've checked with Ralston's office and he's good to go as a back-up if needed.

Thanks and let me know if you need anything else!

Heidi

From: Reid, Heidi FIN:EX
Sent: May 10, 2019 9:23 AM
To: Wade, Debbie PREM:EX <Debbie.Wade@gov.bc.ca>; Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: Additional Vacation request for MCJames...
Importance: High

Morning Ladies,

I have checked w/MBRalston's office and rec'd an email this morning saying he would be here as MCJ's back-up that week.

Please let me know if this is a go!

Thanks ... Heidi

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 17, 2019 11:40 AM
To: 'Amy Li'; Anderson, Dianne S JTT:EX
Subject: RE: Card s.15 Deactivate and reissue

Hi Amy and Dianne,

Suite access has been reprogrammed 😊

Happy May Long!!

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: Amy Li <amyl@opwtc.ca>
Sent: Friday, May 17, 2019 11:39 AM
To: Anderson, Dianne S JTT:EX <Dianne.Anderson@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Card s.15 Deactivate and reissue

Hi Dianne,

The card had been reassigned as instructed.

Thanks and have a nice long weekend.

Amy Li | Chief Accountant | Ocean Pacific Management Ltd.
World Trade Centre, 515-999 Canada Place, Vancouver, BC V6C 3E1
Ph: 604.682.7391 | Fax: 604.682-5359 | Direct: 604.844.2818

From: Anderson, Dianne S JTT:EX [<mailto:Dianne.Anderson@gov.bc.ca>]
Sent: May 17, 2019 10:42 AM
To: Loubert, Danny PREM:EX; Amy Li
Subject: Card s.15 Deactivate and reissue

Good morning – could you please deactivate Card s.15 in the name of Vincent Wickham and reassign to Emma Borhi – Suite 730/770 access and 24/7 Building /Elevator access.
Thank you.

Dianne Anderson
Contract Manager
International Trade Division
Ministry of Jobs, Trade and Technology
Suite 730 – 999 Canada Place
Vancouver, British Columbia V6C 3E1 Canada
Phone: 604-660-5886
Email: Dianne.Anderson@gov.bc.ca

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 17, 2019 11:39 AM
To: Parte, Maura PSA:EX
Subject: Accepted: Information Management Session IM 117

When: May 27, 2019 2:00:00 PM
Where: Vancouver Cabinet Office

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 17, 2019 8:52 AM
To: Tsang, Robin FIN:EX; Dunnett, Jennifer PREM:EX; PREM Tech
Cc: Smith, George PREM:EX
Subject: RE: Directors meeting/call - Friday 9:10am

Hi Robin,

Will do.

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: Tsang, Robin FIN:EX
Sent: Friday, May 17, 2019 8:51 AM
To: Dunnett, Jennifer PREM:EX <Jennifer.Dunnett@gov.bc.ca>; PREM Tech <PREM.Tech@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Smith, George PREM:EX <George.Smith@gov.bc.ca>
Subject: RE: Directors meeting/call - Friday 9:10am

Morning Danny:

You are the owner of LP PREM Directors list. Please see Jennifer's email below and assist.

Thanks,
Robin

From: Dunnett, Jennifer PREM:EX
Sent: Friday, May 17, 2019 8:30 AM
To: PREM Tech
Cc: Smith, George PREM:EX
Subject: FW: Directors meeting/call - Friday 9:10am

Hello,

Could you please have George Smith removed from the LP PREM Directors list.

Thank you,



Jennifer Dunnett | Communications Assistant
Office of the Premier | Government of BC
West Annex, Parliament Buildings
Phone: 250.704.3034

From: Smith, George PREM:EX
Sent: May 16, 2019 5:09 PM
To: Dunnett, Jennifer PREM:EX <Jennifer.Dunnett@gov.bc.ca>
Subject: Fwd: Directors meeting/call - Friday 9:10am

Hi Jen,
This is the senior staff list I mentioned.

Begin forwarded message:

From: "Geary, Vanessa PREM:EX" <Vanessa.Geary@gov.bc.ca>
Date: May 16, 2019 at 4:47:33 PM PDT
To: LP PREM Directors <PREMDIR@Victoria1.gov.bc.ca>, "Moran, Roseanne LASS:EX" <Roseanne.Moran@leg.bc.ca>, "Howlett, Tim GCPE:EX" <Tim.Howlett@gov.bc.ca>
Subject: Directors meeting/call - Friday 9:10am

Hi all – please let me know if you have items for agenda tomorrow morning. thanks VG

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 17, 2019 8:51 AM
To: Weckend, Anne-Mette FIN:EX; Wensink, Alison PREM:EX; Dixon, Olivia PREM:EX
Cc: Andruz, Dean FIN:EX
Subject: RE: TB May 22nd

Good Morning.

Thank you Alison, for the heads up. We are good for any time Tuesday and are available at noon today. We do have a meeting to set up for 1 and may need to move about the room.

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: Weckend, Anne-Mette FIN:EX
Sent: Friday, May 17, 2019 8:46 AM
To: Wensink, Alison PREM:EX <Alison.Wensink@gov.bc.ca>; Dixon, Olivia PREM:EX <Olivia.Dixon@gov.bc.ca>
Cc: Andruz, Dean FIN:EX <Dean.Andruz@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: TB May 22nd

I could also do noon today after the meeting, if that would work for anyone?

Anne-Mette Weckend
Director, Strategic Planning & Operations
Treasury Board Staff
Ministry of Finance
T: 778-698-1512
Anne-Mette.Weckend@gov.bc.ca

From: Wensink, Alison PREM:EX
Sent: Friday, May 17, 2019 8:42 AM
To: Weckend, Anne-Mette FIN:EX <Anne-Mette.Weckend@gov.bc.ca>; Dixon, Olivia PREM:EX <Olivia.Dixon@gov.bc.ca>
Cc: Andruz, Dean FIN:EX <Dean.Andruz@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: TB May 22nd
Importance: High

Hi all,

So sorry about this, but we've just had a last minute DM meeting come up and they are now needing Chambers from 10:30-12pm. Possible to move this testing to Tuesday?

Thanks so much and sorry again for the short notice!

Alison

From: Weckend, Anne-Mette FIN:EX
Sent: May 14, 2019 9:43 AM
To: Wensink, Alison PREM:EX <Alison.Wensink@gov.bc.ca>; Dixon, Olivia PREM:EX <Olivia.Dixon@gov.bc.ca>
Cc: Andruz, Dean FIN:EX <Dean.Andruz@gov.bc.ca>
Subject: FW: TB May 22nd

Good Morning,

I'm just looking at the cabinet calendar to snag 20 minutes or so to do a dry run of the VC unit and conference calling in Chambers/VCO. I see that chambers is available at 11 am on the 17th – does that work for everyone? Olivia, I would just need someone in VCO to pick up a video call from us.

Thanks,
Anne-Mette

Anne-Mette Weckend
Director, Strategic Planning & Operations
Treasury Board Staff
Ministry of Finance
T: 778-698-1512
Anne-Mette.Weckend@gov.bc.ca

From: Andruz, Dean FIN:EX
Sent: Monday, May 13, 2019 12:43 PM
To: Weckend, Anne-Mette FIN:EX <Anne-Mette.Weckend@gov.bc.ca>; FIN Technology Support <fin.tech@gov.bc.ca>
Subject: RE: TB May 22nd

Hello Anne-Mette,
Sure will....very prudent to meet beforehand to confirm your request and maybe try a 'dry-run'....Friday 17th. or Tuesday 21st...?

Regards,

Dean Andruz
Prem.tech@gov.bc.ca
FIN.tech@gov.bc.ca
Tel: 250-893-5915

From: Weckend, Anne-Mette FIN:EX
Sent: May 13, 2019 12:29 PM
To: FIN Technology Support <fin.tech@gov.bc.ca>
Subject: TB May 22nd

Good Morning,

Just wondering if anyone would be available to help make sure that the video conference system and phones lines are set up properly for our May 22nd TB meeting? I will be in chambers at 2:30 pm to prep for a 3pm start time.

Thanks in advance,
Anne-Mette

Anne-Mette Weckend
Director, Strategic Planning & Operations
Treasury Board Staff
Ministry of Finance
T: 778-698-1512
Anne-Mette.Weckend@gov.bc.ca

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 17, 2019 8:37 AM
To: Sas, Jonathan IRR:EX
Cc: Eckardt, Dana R IRR:EX; Sam, Anne-Marie IRR:EX
Subject: RE: Pick up at VCO

Hi Jonathan,

Im doing well, I hope you are also doing as well.

I would be happy to hold the binder. If Dana would like to courier it to our office we will ensure Whitney picks it up.

Dana please feel free to reach out to me should you need to.

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: Sas, Jonathan IRR:EX
Sent: Thursday, May 16, 2019 5:21 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Eckardt, Dana R IRR:EX <Dana.Eckardt@gov.bc.ca>; Sam, Anne-Marie IRR:EX <AnneMarie.Sam@gov.bc.ca>
Subject: Pick up at VCO

Hey Danny,

How goes my man?

We are prepping a briefing binder for Whitney Morrison, our new MA. She's able to pick it up from VCO next week. Hoping you can coordinate with Dana, copied here, about best way to get it to you to hold for her.

Thanks,

Jonathan Sas | Senior Ministerial Assistant | Ministry of Indigenous Relations and Reconciliation | 778 587 4376

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 16, 2019 3:57 PM
To: Girn, Naveen PREM:EX
Subject: RE: Travel card application

Hi Naveen,

Its available up front when you get back.

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: Girn, Naveen PREM:EX
Sent: Thursday, May 16, 2019 3:55 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Fwd: Travel card application

Hi Danny,

Could you print this document for me?

Thank you,
Naveen.

Sent from my iPhone

Naveen Girn
Director of Strategic Outreach & Stakeholder Relations
Office of the Premier | Government of British Columbia
[501 Belleville St, Victoria, BC V8V 2L8](#) | [250.812.5295](tel:250.812.5295)
E-mail: naveen.girn@gov.bc.ca

Begin forwarded message:

From: "Parkinson, Elizabeth PREM:EX" <Elizabeth.Parkinson@gov.bc.ca>
Date: May 16, 2019 at 9:45:16 AM PDT
To: "Girn, Naveen PREM:EX" <Naveen.Girn@gov.bc.ca>
Subject: Travel card application

Hi Naveen,

Can you please fill-in the attached form and return originals to me?

Thanks,

|

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 16, 2019 3:32 PM
To: Van Meer-Mass, Kate FIN:EX
Subject: RE: Working from VCO

Hi Kate,

Thanks for the flag! See you on the 24th!

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: Van Meer-Mass, Kate FIN:EX
Sent: Thursday, May 16, 2019 3:31 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Working from VCO

Hi Danny,

Vanessa has okayed me working from VCO next Friday May 24th in the afternoon but said I should flag it for you!

Kate Van Meer-Mass | Director
Crown Agencies and Board Resourcing Office | [CABRO](#)
Ministry of Finance | 250-360-7322
617 Government St, Victoria

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Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 16, 2019 3:06 PM
To: Dunnett, Jennifer PREM:EX
Subject: Employee Self-Assessment
Attachments: Employee Self-Assessment Guide REVISED Feb 2019.docx

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 16, 2019 1:44 PM
To: 'Donna Disini'
Subject: RE: Turbobucks Enrolment - PREM VCO office

Hi Donna,

It would be for a new account for the Vancouver Cabinet Office.

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: Donna Disini <ddisini@harbourair.com>
Sent: Thursday, May 16, 2019 1:38 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: FW: Turbobucks Enrolment - PREM VCO office

Hi Danny,

Good afternoon!

Please advise if this purchase is for s.¹⁷ under the OFFICE OF THE PREMIER - Executive Branch, administered by Elizabeth Parkinson?

Or is this for a new account you want to be set-up?

Thank you.

Kind regards,

Donna Disini
Account Coordinator
HARBOUR AIR SEAPLANES | WHISTLER AIR | SALTSPRING AIR

From: Loubert, Danny PREM:EX
Sent: May 16, 2019 11:46 AM
To: Airfare, Discount Program CITZ:EX <AirFare.Discount.Program@gov.bc.ca>
Subject: Turbobucks Enrolment - PREM VCO office

Hello,

Please find the attached enrolment form.

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 16, 2019 1:37 PM
To: Wade, Debbie PREM:EX
Subject: RE: New Whip's assistant

Thanks Debbie!! s.22

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: Wade, Debbie PREM:EX
Sent: Wednesday, May 1, 2019 10:33 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: New Whip's assistant

I have made the changes ☺

*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: Wade, Debbie PREM:EX
Sent: Monday, April 29, 2019 10:33 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Fwd: New Whip's assistant

Good morning Danny

Could you please add Rajmeet Virk to the AC list and remove Angela.
Thanks!

Sent from my Samsung Galaxy smartphone.

----- Original message -----

From: "Scambler, Teresa" <Teresa.Scambler@leg.bc.ca>
Date: 2019-04-29 8:19 AM (GMT-08:00)
To: "Wade, Debbie PREM:EX" <Debbie.Wade@gov.bc.ca>, "Duncan, Kate EMPR:EX" <Kate.Duncan@gov.bc.ca>
Subject: New Whip's assistant

Morning,

Rajmeet Virk is now the new Whip's assistant. Would you please add her to the AC list and take Angela Giuliano off.

Thanks
Teresa

Teresa Scambler | Caucus Event Coordinator/Legislative Assistant to Raj Chouhan, Deputy Speaker

New Democrat BC Government Caucus

T: 250.387-8346

Teresa.scambler@leg.bc.ca | www.bcndpcaucus.ca

*** 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/>. ***

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 16, 2019 11:21 AM
To: Geary, Vanessa PREM:EX
Subject: Turbobucks - \$3,000.00 for approval

Hi Vanessa,

Looking for approval to purchase \$3,000.00 Turbobucks for the office. They do not expire and based on our use over the last year I believe would be enough for this fiscal.

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

Page 141 of 181

Withheld pursuant to/removed as

s.22

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 15, 2019 4:11 PM
To: Dunnett, Jennifer PREM:EX
Subject: RE: Staff Updates
Attachments: MO Staff List - April 2019.docx

Hi Jennifer,

Here is a quick copy of the Phone list. Do you want to have a quick look over it to see if there are any other change?

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: Dunnett, Jennifer PREM:EX
Sent: Wednesday, May 15, 2019 3:51 PM
To: LP Premiers Vancouver Office <LPPVO@Victoria1.gov.bc.ca>; LP PREM Directors <PREMDIR@Victoria1.gov.bc.ca>; LP PO Executive Office <LPPOEO@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 PO Deputy Minister <LPPODM@Victoria1.gov.bc.ca>; Moran, Roseanne LASS:EX <Roseanne.Moran@leg.bc.ca>; Vasilev, Susan LASS:EX <Susan.Vasilev@leg.bc.ca>
Subject: Staff Updates

To: All Staff

We are pleased to announce that Diego Cardona has started with us this week as an Executive Assistant to Minister Mark. Some of you may know Diego from his community work in Vancouver, and as a champion for immigrant and refugee youth, and youth in care.

s.22

Please join us in welcoming Diego and thanking ^{s.22}

for their service.

Amber and Geoff

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 15, 2019 2:24 PM
To: Scambler, Teresa LASS:EX
Subject: RE: SRMA List

Great!

If you run into more issues like this, please let me know.

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: Scambler, Teresa <Teresa.Scambler@leg.bc.ca>
Sent: Wednesday, May 15, 2019 2:23 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: SRMA List

Thanks Dany, it is now working! I did a test and they did receive my email.
Teresa

From: Loubert, Danny PREM:EX [<mailto:Danny.Loubert@gov.bc.ca>]
Sent: Wednesday, May 15, 2019 1:07 PM
To: Scambler, Teresa <Teresa.Scambler@leg.bc.ca>
Subject: SRMA List

Hi Teresa,

I have had our Tech team look at the SR MA distribution list and have made some changes. They are asking for you to try again and let me know if it works.

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

Page 144 of 181

Withheld pursuant to/removed as

s.22

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 15, 2019 1:04 PM
To: Tsang, Robin FIN:EX
Cc: PREM Tech
Subject: RE: FW: Beef Day invite

Thanks Robin,

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: Tsang, Robin FIN:EX
Sent: Wednesday, May 15, 2019 12:51 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: PREM Tech <PREM.Tech@gov.bc.ca>
Subject: RE: FW: Beef Day invite

Hi Danny:

I have been updated that SRMINAST@Victoria1.gov.bc.ca has been opened now. Please have Caucus to try again.

Thanks,
Robin

From: Loubert, Danny PREM:EX
Sent: May 15, 2019 11:01 AM
To: Tsang, Robin FIN:EX <Robin.Tsang@gov.bc.ca>
Cc: PREM Tech <PREM.Tech@gov.bc.ca>
Subject: FW: FW: Beef Day invite

Hi Robin,

Thanks for looking into this. The error Message is at the bottom of the feed.

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: Dunnett, Jennifer PREM:EX
Sent: Wednesday, May 15, 2019 10:46 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: FW: FW: Beef Day invite

Are you able to help Teresa? Or should I forward to prem tech?

Thank you!

Jenn

From: Scambler, Teresa <Teresa.Scambler@leg.bc.ca>
Sent: May 15, 2019 8:41 AM
To: Dunnett, Jennifer PREM:EX <Jennifer.Dunnett@gov.bc.ca>
Subject: FW: FW: Beef Day invite

Hi Jennifer,
s.22

I just sent her a note about a problem I am having with the Sr MA email list.
Every time I send something to the SR MAs I get this notice.
Is it possible for the Gov IT to give me access to send to this group.
It is problematic that I can't get information to them when needed.
I have no problems with the EAs or MAs.
Thanks
Teresa

Teresa Scambler | Caucus Event Coordinator/Legislative Assistant to Raj Chouhan, Deputy Speaker

New Democrat BC Government Caucus
T: 250.387-8346
Teresa.scambler@leg.bc.ca | www.bcndpcaucus.ca

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From: postmaster@Victoria1.gov.bc.ca [<mailto:postmaster@Victoria1.gov.bc.ca>]
Sent: Tuesday, May 14, 2019 11:34 AM
To: Scambler, Teresa
Subject: Undeliverable: FW: Beef Day invite

Delivery has failed to these recipients or groups:

SRMINAST@Victoria1.gov.bc.ca

Your message wasn't delivered due to a permission or security issue. It may have been rejected by a moderator, the address may only accept email from certain senders, or another restriction may be preventing delivery.

Diagnostic information for administrators:

Generating server: E3PMBX17.idir.BCGOV

SRMINAST@Victoria1.gov.bc.ca

Remote Server returned '< #5.7.1 smtp;550 5.7.1 RESOLVER.RST.AuthRequired; authentication required>'

Original message headers:

Received: from vwall.gov.bc.ca (142.34.74.246) by E3PMBX17.idir.BCGOV
(142.34.67.199) with Microsoft SMTP Server (TLS) id 15.0.1395.4; Tue, 14 May
2019 11:33:30 -0700

Received: from CAN01-QB1-obe.outbound.protection.outlook.com (104.47.60.55) by
vwall.gov.bc.ca (142.34.74.246) with Microsoft SMTP Server (version=TLS1_2,
cipher=TLS_ECDHE_RSA_WITH_AES_256_CBC_SHA384_P256) id 15.1.1713.5; Tue, 14
May 2019 11:33:30 -0700

Received: from YTOPR0101CA0028.CANPRD01.PROD.OUTLOOK.COM
(2603:10b6:b00:15::41) by YTBPR01MB3439.CANPRD01.PROD.OUTLOOK.COM
(2603:10b6:b01:1a::18) with Microsoft SMTP Server (version=TLS1_2,
cipher=TLS_ECDHE_RSA_WITH_AES_256_GCM_SHA384) id 15.20.1878.22; Tue, 14 May
2019 18:33:29 +0000

Received: from QB1CAN01FT006.eop-CAN01.prod.protection.outlook.com
(2a01:111:f400:7e5c::207) by YTOPR0101CA0028.outlook.office365.com
(2603:10b6:b00:15::41) with Microsoft SMTP Server (version=TLS1_2,
cipher=TLS_ECDHE_RSA_WITH_AES_256_CBC_SHA384) id 15.20.1900.16 via Frontend
Transport; Tue, 14 May 2019 18:33:29 +0000

Authentication-Results: spf=pass (sender IP is 40.107.66.66)
smtp.mailfrom=leg.bc.ca; Victorial.gov.bc.ca; dkim=pass (signature was
verified) header.d=labc.onmicrosoft.com;Victorial.gov.bc.ca;
dmarc=bestguesspass action=none header.from=leg.bc.ca;compauth=pass
reason=109

Received-SPF: Pass (protection.outlook.com: domain of leg.bc.ca designates
40.107.66.66 as permitted sender) receiver=protection.outlook.com;
client-ip=40.107.66.66; helo=CAN01-QB1-obe.outbound.protection.outlook.com;

Received: from CAN01-QB1-obe.outbound.protection.outlook.com (40.107.66.66) by
QB1CAN01FT006.mail.protection.outlook.com (10.152.120.66) with Microsoft SMTP
Server (version=TLS1_2, cipher=TLS_ECDHE_RSA_WITH_AES_256_CBC_SHA384) id
15.20.1856.11 via Frontend Transport; Tue, 14 May 2019 18:33:28 +0000

DKIM-Signature: v=1; a=rsa-sha256; c=relaxed/relaxed; d=labc.onmicrosoft.com;
s=selector1-leg-bc-ca;
h=From:Date:Subject:Message-ID:Content-Type:MIME-Version:X-MS-Exchange-SenderADCheck;
bh=aL2diMlYgwmNAnLZI/roZY5NnDrWsZUN0Wg6rCToLCI=;

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Received: from YTBPR01CA0018.CANPRD01.PROD.OUTLOOK.COM (2603:10b6:b01:14::31)
by QB1PR01MB3521.CANPRD01.PROD.OUTLOOK.COM (2603:10b6:c00:3a::11) with
Microsoft SMTP Server (version=TLS1_2,
cipher=TLS_ECDHE_RSA_WITH_AES_256_GCM_SHA384) id 15.20.1878.25; Tue, 14 May
2019 18:33:28 +0000

Received: from QB1CAN01FT012.eop-CAN01.prod.protection.outlook.com
(2a01:111:f400:7e5c::206) by YTBPR01CA0018.outlook.office365.com
(2603:10b6:b01:14::31) with Microsoft SMTP Server (version=TLS1_2,
cipher=TLS_ECDHE_RSA_WITH_AES_256_GCM_SHA384) id 15.20.1900.16 via Frontend
Transport; Tue, 14 May 2019 18:33:28 +0000

Authentication-Results-Original: spf=pass (sender IP is 207.194.253.28)
smtp.mailfrom=leg.bc.ca; Victorial.gov.bc.ca; dkim=none (message not signed)
header.d=none;Victorial.gov.bc.ca; dmarc=bestguesspass action=none
header.from=leg.bc.ca;

Received-SPF: Pass (protection.outlook.com: domain of leg.bc.ca designates
207.194.253.28 as permitted sender) receiver=protection.outlook.com;
client-ip=207.194.253.28; helo=mail2.leg.bc.ca;

Received: from mail2.leg.bc.ca (207.194.253.28) by

QB1CAN01FT012.mail.protection.outlook.com (10.152.120.144) with Microsoft SMTP Server (version=TLS1_2, cipher=TLS_ECDHE_RSA_WITH_AES_256_GCM_SHA384) id 15.20.1856.11 via Frontend Transport; Tue, 14 May 2019 18:33:27 +0000

From: "Scambler, Teresa" <Teresa.Scambler@leg.bc.ca>

To: "SRMINAST@Victorial.gov.bc.ca" <SRMINAST@Victorial.gov.bc.ca>, "EAs (LPEAS@Victorial.gov.bc.ca)" <LPEAS@Victorial.gov.bc.ca>, "LPMAs@Victorial.gov.bc.ca" <LPMAs@Victorial.gov.bc.ca>

Subject: FW: Beef Day invite

Thread-Topic: Beef Day invite

Thread-Index: AdUJqjFLEJidFzbWSnGoQwyQ1FTcHAAABwugAACRwYAANaQu8A==

Date: Tue, 14 May 2019 18:33:24 +0000

Message-ID: <leab16d262924dad806cb5e9c1b5c29d@Quadra.lass.leg.bc.ca>

References: <2elbdf8488e48d68d09f2e26ee8ad53@e3pmbx10.idir.BCGOV> <51ade8c30156486096e51952019732a3@E3PMBX19.idir.BCGOV>

Accept-Language: en-CA, en-US

Content-Language: en-US

X-MS-Has-Attach: yes

X-MS-TNEF-Correlator:

x-ms-exchange-transport-fromentityheader: Hosted

x-originating-ip: [10.10.60.80]

Content-Type: multipart/mixed; boundary="_004_leab16d262924dad806cb5e9c1b5c29dQuadralasslegbcca_"

MIME-Version: 1.0

x-msw-jemd-newsletter: false

Return-Path: Teresa.Scambler@leg.bc.ca

X-EOPAttributedMessage: 1

X-Forefront-Antispam-Report-Untrusted: CIP:207.194.253.28;IPV:NLI;CTRY:CA;EFV:NLI;SFV:NSPM;SFS:(10009020)(136003)(39840400004)(346002)(376002)(396003)(199004)(189003)(28085005)(2906002)(5024004)(14444005)(3672435006)(72206003)(336012)(508600001)(6666004)(356004)(7736002)(70206006)(2501003)(66616009)(71190400001)(5660300002)(126002)(486006)(84326002)(450100002)(86362001)(476003)(25786009)(53416004)(446003)(8936002)(235185007)(956004)(6486002)(102836004)(229853002)(36736006)(26005)(16586007)(110136005)(106002)(316002)(21480400003)(8676002)(186003)(246002)(99936001)(24736004)(108616005)(7116003)(76176011)(70586007)(7596002)(5000100001)(6306002)(54896002)(63106013)(53546011)(2473003)(2476003)(790700001)(6116002)(3846002)(74482002)(6512007)(568964002);DIR:OUT;SFP:1101;SCL:1;SRVR:QB1PR01MB3521;H:mail2.leg.bc.ca;FPR:;SPF:Pass;LANG:en;PTR:mail2.leg.bc.ca;A:1;MX:1;

X-MS-PublicTrafficType: Email

X-MS-Office365-Filtering-Correlation-Id: 13b9ba7a-34ac-4a01-ae00-08d6d89aa8e3

X-Microsoft-Antispam-Untrusted: BCL:0;PCL:0;RULEID:(2390118)(7020095)(4652040)(7021145)(8989299)(4534185)(7022145)(4603075)(4627221)(201702281549075)(8990200)(7048125)(7024125)(7027125)(7023125)(5600141)(711020)(4605104)(4709054)(2017052603328)(49563074)(7193020);SRVR:QB1PR01MB3521;

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X-MS-Oob-TLC-OOBClassifiers: OLM:1824;OLM:1824;

X-Forefront-PRVS: 0037FD6480

X-MS-Exchange-SenderADCheck: 1

X-Microsoft-Antispam-Message-Info-Original: DSXzP3uuHN7/0twGOWfGUa97vHZRPNzCSsBXC+WVAjzfJOkGt3VHOeaRte3Zmhjxx+ffqdl1UXy2vKxTievFORr8pF2efRYTrhVAKlWVUdQq16ogn4uBdL3rnZhtt4jyQBfyQXtpIOd4ASgM4bgHmUYLCKGH3Z/Fjkq6R0/Od0911J7xPGyAwLxMNL25ZVm9DOI94jsVVF92z2JreSygriLZs2cgBH3/s/dR0jUlsjq5BVTztLcC4KGaxobYGZgPKIXrn73Ycg4n0MqGWP2QfIWSOw8prUYL3u/c3SdQ9BCEMrwNsdLaYKkHEZqyp//aDiSzuEURnRRld6C3OPydbOdMc0MKaCAHBtaEhuvH3KYIzNgu59I6KxRHj8aNd7oUnsAFBc+2G04+asoeouQLmlpPyrWnObBQYAw+9OPiI8=

X-MS-Exchange-Transport-CrossTenantHeadersStamped: QB1PR01MB3521

X-EOPTenantAttributedMessage: 6fdb5200-3d0d-4a8a-b036-d3685e359adc:0

X-MS-Exchange-Transport-CrossTenantHeadersStripped: QB1CAN01FT006.eop-CAN01.prod.protection.outlook.com

X-MS-Exchange-Transport-CrossTenantHeadersPromoted: QB1CAN01FT006.eop-CAN01.prod.protection.outlook.com

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obe.outbound.protection.outlook.com;FPR:;SPF:None;LANG:en;
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X-MS-Exchange-CrossTenant-OriginalArrivalTime: 14 May 2019 18:33:28.8439
(UTC)
X-MS-Exchange-CrossTenant-Network-Message-Id: 13b9ba7a-34ac-4a01-ae00-08d6d89aa8e3
X-MS-Exchange-CrossTenant-Id: 6fdb5200-3d0d-4a8a-b036-d3685e359adc
X-MS-Exchange-CrossTenant-OriginalAttributedTenantConnectingIp: TenantId=68f96eb1-b954-
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X-CrossPremisesHeadersFiltered: E6PEDG03.dmz

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 15, 2019 1:04 PM
To: Geary, Vanessa PREM:EX
Subject: FW: Calendar meetings from previous user

Hi Vanessa,

Ran into a problem trying to delete the invites from Kate's Calendar. I enlisted the assistance of PREM Tech and after some research they were not able to remove it. It would need to be deleted manually by each recipient.

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: Tsang, Robin FIN:EX
Sent: Wednesday, May 15, 2019 12:35 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: PREM Tech <PREM.Tech@gov.bc.ca>
Subject: Calendar meetings from previous user

Hi Danny:

I have received an answer back from the server people regarding old meeting invitations in calendar. Please see below. There is no easy way.

"Once the Meeting Organizer is gone, its very difficult. Basically all recipients would just need to delete the series from their calendars. Organizer role cannot move, so makes this a manual cleanup. Group membership restriction has been removed."

Thanks,
Robin

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 15, 2019 12:45 PM
To: Tsang, Robin FIN:EX
Cc: PREM Tech
Subject: RE: Calendar meetings from previous user

Thanks Robin,

I will pass this along.

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: Tsang, Robin FIN:EX
Sent: Wednesday, May 15, 2019 12:35 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: PREM Tech <PREM.Tech@gov.bc.ca>
Subject: Calendar meetings from previous user

Hi Danny:

I have received an answer back from the server people regarding old meeting invitations in calendar. Please see below. There is no easy way.

"Once the Meeting Organizer is gone, its very difficult. Basically all recipients would just need to delete the series from their calendars. Organizer role cannot move, so makes this a manual cleanup. Group membership restriction has been removed."

Thanks,
Robin

Page 152 of 181

Withheld pursuant to/removal as

s.22

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 15, 2019 12:03 PM
To: Exelby, Deborah EMBC:EX
Subject: RE: Emergency Resposne informaiton requires
Attachments: Emergency Procedures Final.pdf

Hi Deborah,

Please see our Emergency Procedures, I will forward a copy of our Red Emergency Procedures binder from Canada Place Operations next week.

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: Exelby, Deborah EMBC:EX
Sent: Tuesday, May 14, 2019 3:23 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Re: Emergency Resposne informaiton requires

Danny,

I am working on a project for the Executive Branch to create business continuity plans for the PO, Cab Ops and DMO. I have a few questions I hope you can help me with, regarding the VCO location.

- It sounds like you are the Floor Warden (aka Fire Warden or Area Warden) for the VCO ... correct?
- Do you have a Floor Warden back pack with instructions about the Floor Warden role, like the Floor Wardens have in the West Annex?
- Do you have emergency supplies onsite? If so what do you have ... food and water for a minimum of 3 days for how many people?
- Are you able to email the building evacuation plan and the emergency response procedures to me? I'm looking for the evacuation routes and muster locations, as well as any procedures for things like medical emergencies, bomb threats, etc.

If it is easier, please give me a call anytime.

Thanks,
Deborah

Deborah Exelby
Triangle Mountain Solutions
3388 Fulton Rd, Victoria, B.C. V9C 3R1
250-217-2534

From: Nash, Amber PREM:EX
Sent: Tuesday, May 14, 2019 1:20 PM
To: Exelby, Deborah EMBC:EX; Loubert, Danny PREM:EX
Subject: RE: Emergency Resposne informaiton requires

Don Privett is the emergency response area warden in this office and is copied here.

From: Geary, Vanessa PREM:EX
Sent: May 14, 2019 11:30 AM
To: Exelby, Deborah EMBC:EX <Deborah.Exelby@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Nash, Amber PREM:EX <Amber.Nash@gov.bc.ca>
Subject: RE: Emergency Resposne informaiton requires

Danny Loubert is the emergency attendant at VCO and I have copied him here thanks.

From: Exelby, Deborah EMBC:EX
Sent: Tuesday, May 14, 2019 11:24 AM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Cc: Nash, Amber PREM:EX <Amber.Nash@gov.bc.ca>
Subject: Emergency Resposne informaiton requires

Vanessa,

I need to gather some incident response information for the Premier's Office business continuity plan. I have already connected with the Sargent-at-Arms to gather evacuation and emergency response procedure information for the PO and DMO office space in the West Annex. The same information is needed for the VCO.

Can you please connect me to the individual who would be able to provide the needed information (evacuation plan and other emergency response procedures) for the VCO location?

Thanks,
Deborah

Deborah Exelby
Triangle Mountain Solutions
3388 Fulton Rd, Victoria, B.C. V9C 3R1
250-217-2534

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 15, 2019 11:05 AM
To: Zachary, Dawnae AGRI:EX
Subject: RE: Industry Advisory Committee Meeting on the Food Hub Network Project - Reserve for Arif Lalani

The suite you booked the room on the 6th floor and it is not staffed. The pass will allow Arif to get into the suite where they will need to meet their guests at the door (there is a buzzer/intercom at the entrance).

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: Zachary, Dawnae AGRI:EX
Sent: Wednesday, May 15, 2019 10:34 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Industry Advisory Committee Meeting on the Food Hub Network Project - Reserve for Arif Lalani

Thank you for the information. Just a quick question, what do we do about the other attendees who will be coming to this meeting. Will they do the same or will Arif have to maybe meet them and bring them up?

Thank you again,

Dawnae

From: Loubert, Danny PREM:EX
Sent: Wednesday, May 15, 2019 10:30 AM
To: Zachary, Dawnae AGRI:EX
Subject: RE: Industry Advisory Committee Meeting on the Food Hub Network Project - Reserve for Arif Lalani

Thanks for the Clarification,

We will have a guest pass Arif can trade for a piece of ID from the Premier's office suite 740. Our office hours are 8:30-5:00 PM.

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: Zachary, Dawnae AGRI:EX
Sent: Tuesday, May 14, 2019 4:13 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Industry Advisory Committee Meeting on the Food Hub Network Project - Reserve for Arif Lalani

Hi Danny,

We only need the boardroom for the specific date of June 14th. I do not see Arif needing this space for anything more.

We are happy to follow any process you think is appropriate for passes etc.

Thank you for your help.

Dawnae

From: Loubert, Danny PREM:EX
Sent: Tuesday, May 14, 2019 2:24 PM
To: Zachary, Dawnae AGRI:EX
Subject: RE: Industry Advisory Committee Meeting on the Food Hub Network Project - Reserve for Arif Lalani

Hi Dawnae,

Before we issue an access card for Arif, will the ADM be using the space often over the next 6 months? If not we will not be issuing a card but instead will provide a guest pass for the suite.
Please let me know so we can proceed.

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: Zachary, Dawnae AGRI:EX
Sent: Tuesday, May 14, 2019 9:15 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Industry Advisory Committee Meeting on the Food Hub Network Project - Reserve for Arif Lalani

Hi Danny,

I booked the Canada Place Boardroom MR667B.

Dawnae

From: Loubert, Danny PREM:EX
Sent: Monday, May 13, 2019 3:12 PM
To: Zachary, Dawnae AGRI:EX
Subject: RE: Industry Advisory Committee Meeting on the Food Hub Network Project - Reserve for Arif Lalani

Good afternoon Dawnae,

I would be happy to look into you request. Can you confirm which location you have the meeting for?

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: Zachary, Dawnae AGRI:EX
Sent: Friday, May 10, 2019 11:17 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Industry Advisory Committee Meeting on the Food Hub Network Project - Reserve for Arif Lalani

Hi Danny,

I was told that I need to get a hold of you in regarding passes for a meeting I just reserved for Friday, June 14, 2019 at 12:00pm to 4:00pm for Arif Lalani. I can confirm that there at 10 people attending this meeting. Please let me know what details or information I need to know.

Thank you,

Dawnae Zachary
Executive Administrative Assistant
Ministry of Agriculture | Business Development Division
Phone: 778.974.3377

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Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 15, 2019 10:47 AM
To: Dunnett, Jennifer PREM:EX
Subject: RE: FW: Beef Day invite

Hi Jennifer,

I'll have a chat with Prem Tech, I have a few things to go over with them and I'll add it to the list.

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: Dunnett, Jennifer PREM:EX
Sent: Wednesday, May 15, 2019 10:46 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: FW: FW: Beef Day invite

Are you able to help Teresa? Or should I forward to prem tech?

Thank you!

Jenn

From: Scambler, Teresa <Teresa.Scambler@leg.bc.ca>
Sent: May 15, 2019 8:41 AM
To: Dunnett, Jennifer PREM:EX <Jennifer.Dunnett@gov.bc.ca>
Subject: FW: FW: Beef Day invite

Hi Jennifer,
s.22

I just sent her a note about a problem I am having with the Sr MA email list.
Every time I send something to the SR MAs I get this notice.
Is it possible for the Gov IT to give me access to send to this group.
It is problematic that I can't get information to them when needed.
I have no problems with the EAs or MAs.
Thanks
Teresa

Teresa Scambler | Caucus Event Coordinator/Legislative Assistant to Raj Chouhan, Deputy Speaker

New Democrat BC Government Caucus
T: 250.387-8346
Teresa.scambler@leg.bc.ca | www.bcndpcaucus.ca

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From: postmaster@Victoria1.gov.bc.ca [<mailto:postmaster@Victoria1.gov.bc.ca>]

Sent: Tuesday, May 14, 2019 11:34 AM

To: Scambler, Teresa

Subject: Undeliverable: FW: Beef Day invite

Delivery has failed to these recipients or groups:

SRMINAST@Victoria1.gov.bc.ca

Your message wasn't delivered due to a permission or security issue. It may have been rejected by a moderator, the address may only accept email from certain senders, or another restriction may be preventing delivery.

Diagnostic information for administrators:

Generating server: E3PMBX17.idir.BCGOV

SRMINAST@Victoria1.gov.bc.ca

Remote Server returned '< #5.7.1 smtp;550 5.7.1 RESOLVER.RST.AuthRequired; authentication required>'

Original message headers:

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Authentication-Results: spf=pass (sender IP is 40.107.66.66) smtp.mailfrom=leg.bc.ca; Victorial.gov.bc.ca; dkim=pass (signature was verified) header.d=labc.onmicrosoft.com;Victorial.gov.bc.ca; dmarc=bestguesspass action=none header.from=leg.bc.ca;compauth=pass reason=109
Received-SPF: Pass (protection.outlook.com: domain of leg.bc.ca designates

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Authentication-Results-Original: spf=pass (sender IP is 207.194.253.28)
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header.from=leg.bc.ca;
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client-ip=207.194.253.28; helo=mail2.leg.bc.ca;
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15.20.1856.11 via Frontend Transport; Tue, 14 May 2019 18:33:27 +0000
From: "Scambler, Teresa" <Teresa.Scambler@leg.bc.ca>
To: "SRMINAST@Victorial.gov.bc.ca" <SRMINAST@Victorial.gov.bc.ca>, "EAS
(LPEAS@Victorial.gov.bc.ca)" <LPEAS@Victorial.gov.bc.ca>,
"LPMA@Victorial.gov.bc.ca" <LPMA@Victorial.gov.bc.ca>
Subject: FW: Beef Day invite
Thread-Topic: Beef Day invite
Thread-Index: AdUJqjFleJidFzbWSnGoQwyQ1FTcHAAABwugAACRwYAAaQu8A==
Date: Tue, 14 May 2019 18:33:24 +0000
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Accept-Language: en-CA, en-US
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X-MS-TNEF-Correlator:
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Return-Path: Teresa.Scambler@leg.bc.ca
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=?us-ascii?Q?t3fOQohoYLLtm4mtwy3cxv0SMw=3D=3D?=
X-MS-Exchange-CrossTenant-OriginalArrivalTime: 14 May 2019 18:33:28.8439
(UTC)
X-MS-Exchange-CrossTenant-Network-Message-Id: 13b9ba7a-34ac-4a01-ae00-08d6d89aa8e3
X-MS-Exchange-CrossTenant-Id: 6fdb5200-3d0d-4a8a-b036-d3685e359adc

X-MS-Exchange-CrossTenant-OriginalAttributedTenantConnectingIp: TenantId=68f96eb1-b954-4ae9-ab6a-9a513408ba40;Ip=[207.194.253.28];Helo=[mail2.leg.bc.ca]
X-MS-Exchange-CrossTenant-FromEntityHeader: Internet
X-MS-Exchange-Transport-CrossTenantHeadersStamped: YTBPR01MB3439
X-OrganizationHeadersPreserved: YTBPR01MB3439.CANPRD01.PROD.OUTLOOK.COM
X-CrossPremisesHeadersFiltered: E6PEDG03.dmz

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 15, 2019 9:56 AM
To: Gallant, Linda GCPE:EX
Subject: RE: MADOC-JONES - Sian - Start-up Request

Good Morning Linda,

Its been a good Wednesday so far, I hope you also are having a great day.
Ill have the card for when Sian arrives Tuesday.

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: Gallant, Linda GCPE:EX
Sent: Wednesday, May 15, 2019 9:37 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: FW: MADOC-JONES - Sian - Start-up Request

Good morning Sunshine!
I hope you are having a great day.
Are you setting up an access card for Sian, as the start date is next Tuesday.
Our Service Desk will be ordering a cell phone and sending over a surface pro by courier.

Cheers, Linda

From: Hamilton, Becky GCPE:EX
Sent: May 14, 2019 10:29 AM
To: GCPE Facilities and Administration <FACADMIN@Victoria1.gov.bc.ca>; GCPE Service Desk GCPE:EX <gcpe.servicedesk@gov.bc.ca>
Cc: Brandt, Charisma L GCPE:EX <Charisma.Brandt@gov.bc.ca>; Reed, Linda GCPE:EX <Linda.Reed@gov.bc.ca>; Sall, Gurmeet GCPE:EX <Gurmeet.Sall@gov.bc.ca>; Devereux, Rick GCPE:EX <Rick.Devereux@gov.bc.ca>; Badger, Joleen GCPE:EX <Joleen.Badger@gov.bc.ca>
Subject: MADOC-JONES - Sian - Start-up Request

Hi everyone,

Please note the following start-up request for Sian Madoc-Jones.

Please follow your standard approval process to obtain any of the assets/equipment listed in this start up request.

Please contact Rick Devereux or Joleen Badger if you have any further questions or concerns or if this form is missing any information you require.

Thank you,

Core Information List (HR to complete):	
1. New Employee Name (include middle initial if possible)	Sian Madoc-Jones
2. Job Title	Events Coordinator
3. Unit/Shop Name (pay list)	Events and Corporate Planning
4. Unit/Shop Location - Address	Vancouver Cabinet office (Canada Place office)
5. Flex schedule – if applicable (union employees)	NA
6. Supervisor(s)	Rick Devereux
7. Type of Position (Permanent, Temp, Auxiliary)	Term-Limited
8. Start Date	May 21, 2019
9. End date – if applicable (term-limited/aux/coop)	December 31, 2019
10. Do they currently work for gov't (or have they in the past)?	s.22
11. If yes to #10, name of ministry currently working in (or worked with in the past) **	
12. If yes to #10, name of previous manager/supervisor	

IT Services and Access Requirements - GCPE Service Desk – gcpe.servicedesk@gov.bc.ca		
Service Desk will default-order the following services upon receiving this completed form:	<ul style="list-style-type: none"> • IDIR • Email Inbox • VPN Service 	<ul style="list-style-type: none"> • GCPE 411 Access • GAL Entry
Access/Equipment	Source of Answer	Y/N or Specific Instructions
Computer/Workstation <ul style="list-style-type: none"> • Existing Workstation? • New Desktop Required? • New Laptop Required? 	Supervisor Decision - Have staff switched workstations? If yes, quickly describe any changes. - Are there any available workstations in office? If yes, <u>provide bar code</u> printed on computer – ex. DC051234	No existing station. New surface required (Note - in Vancouver)
Other Software Required? <ul style="list-style-type: none"> • ex. Individual Adobe CC Titles • ex. Adobe Acrobat Pro 	Supervisor Decision Supervisor Must Provide Justification	
LAN Access Required GCPE LAN access catalogue & guide	Supervisor Decision Indicate YES if HQ and Unit LAN are req'd - specify LAN requirements otherwise	LAN access to mimic Marlene Behrens and Elena Banfield- same drives
H-Drive or Mailbox Transfer to GCPE Required? (If coming from elsewhere in gov't)	Supervisor Decision Must be approved by both current and new supervisor	NA
iPhone Device Required? Android/Blackberry unavailable	Supervisor Decision	Yes iPhone required (note in Vancouver)
UC Device Requirement Standard Headset or Desk Phone	Supervisor Decision	No
Access to Shared Mailboxes (ex. gcpetraining@gov.bc.ca)	Supervisor Decision Please Provide Mailbox Address(s)	
Other IT Equipment Required? <ul style="list-style-type: none"> • ex. Second monitor • ex. Docking-Station 	Supervisor Decision Financial Cost Approved by Supervisor?	Should already be at work station (previously where Jarrett worked)
Access to Other Systems <ul style="list-style-type: none"> • ex. JIRA • ex. CONFLUENCE 	Supervisor Decision CAS/TRIM require Supervisor Justification	

Administrative Services – Gurmeet Sall and Linda Gallant		
<u>Access/Equipment</u>	<u>Source of Answer</u>	<u>Y/N or Specific Instructions</u>
Name plate	See Core Information List	
HQ building access card Default is 24/7	Supervisor Note: All GCPE staff can have this	Yes
Email distribution lists: Can we mirror someone's access?	Supervisor Linda Gallant will email supervisor a confirmation for GCPE distribution lists Talk to ministry folks for any ministry-specific lists. <u>OK to 'mirror' someone</u>	Mirror Elena and Marlene
Shop/ministry access card	Supervisor Linda knows the ministry contact and will follow up with them directly regarding ministry access cards.	Na
Legislative Pass – Comm. Shops	Supervisor Will employee be in the legislature building on a regular basis? E.g.: Media Relations positions. Anyone other than CD, will need both CD and Executive's approval	Yes
BMO Corporate Travel Card	Supervisor Is the employee required to travel as part of their job?	Yes
Taxi Card <ul style="list-style-type: none"> Victoria Vancouver 	Supervisor 1) Is the employee required to attend meetings outside downtown core (or is office located away from downtown) OR 2) Will employee be on TEAMS?	Yes Vancouver
Keys – office, desk, etc.	See Core Information List If need desk/office keys, let Linda Gallant know <u>Ask</u> : Have people moved/swapped desks? Describe	
Business Cards – NEW PROCESS	Supervisor Will employee <u>need</u> cards within their first month? <u>If yes reception</u> to print 1-2 sheets.	Tbc
Ergonomic Assessment	Supervisor Tell supervisor that within 3-4 weeks Linda Gallant will contact employee and do 1:1 ergonomic assessment.	
Other request? <ul style="list-style-type: none"> HAD/HAT – doctor's note req'd TV or DVD – monitor the Legislative channel? Keyboard Tray, etc.? 	Supervisor **GCPE HR INSTRUCTIONS** Don't provide shopping list; just be aware of some of the options.	
Parking Pass	**GCPE HR INSTRUCTIONS** <u>HQ</u> – Executive only; Executive approval required <u>Shops</u> – CDs – ministry to provide	

Records Services		
<u>Service/Information</u>	<u>Source of Answer</u>	<u>Y/N or Specific Instructions</u>
Records training	Supervisor Tell supervisor that within 2 weeks Bruce will contact employee and do 1:1 training.	Yes

FOI training	Supervisor Tell supervisor that within 2 weeks Justin will contact employee and do 1:1 training.	Yes
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Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 15, 2019 9:08 AM
To: Faust, Marnie L GCPE:EX
Subject: RE: Space at VCO

I am usually the first in by just before 830, (just in case they wanted to come earlier). If they come to Suite 740 there is an intercom on the right side of the door. Just press that and someone from our office will respond and let them in.

Happy Wednesday!

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: Faust, Marnie L GCPE:EX
Sent: Wednesday, May 15, 2019 9:04 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Space at VCO

He will be there sometime in the morning – just come on up to 7th at 999 Canada Place and then ????. Remind me how he finds you and the process – ring bell/knock on door?

Thanks!

Marnie

From: Loubert, Danny PREM:EX
Sent: May 15, 2019 9:01 AM
To: Faust, Marnie L GCPE:EX <Marnie.Faust@gov.bc.ca>
Subject: RE: Space at VCO

Hi Marnie,

Its nice to hear from you :) I hope you are doing as well! Please have Nammi come to our office and we will find a place for them to work.

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: Faust, Marnie L GCPE:EX
Sent: Wednesday, May 15, 2019 8:46 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Space at VCO

Hey Danny,

I hope this note finds you well my friend. A new ADM here at GCPE Nammi Poorooshasb will be working in Vancouver on Friday May 17 – is there space there that he could occupy for part of the day (morning) at VCO?

Thanks for getting back to me at your convenience.

Marnie

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 14, 2019 2:09 PM
To: Geary, Vanessa PREM:EX
Subject: FW: Thursday May 16th Morning Caucus Meeting

Importance: High

FYI

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: Scambler, Teresa <Teresa.Scambler@leg.bc.ca>
Sent: Tuesday, May 14, 2019 9:54 AM
To: LP Support Staff <LPSUPPORT@Victoria1.gov.bc.ca>; LP Administrative Coordinators <LPACS@Victoria1.gov.bc.ca>; NDP Legislative Assistants <NDPLegislativeAssistants@leg.bc.ca>
Subject: Thursday May 16th Morning Caucus Meeting
Importance: High

Good Morning,

Thursday May 16th morning Caucus Meeting will now to start at 9:15 and go to 10:00 am please adjust your members calendars.

The 1pm Caucus meeting is still confirmed.

Thanks
Teresa

Teresa Scambler | Caucus Event Coordinator/Legislative Assistant to Raj Chouhan, Deputy Speaker

New Democrat BC Government Caucus
T: 250.387-8346
Teresa.scambler@leg.bc.ca | www.bcndpcaucus.ca

*** 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/>. ***

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 14, 2019 12:28 PM
To: Dunnett, Jennifer PREM:EX
Subject: RE: VCO Address

Hi Jennifer,

Here is what I provide those coming to our office

The Vancouver Cabinet Office is located at:

Suite – 740 – 999 Canada Place

We can be found in the World Trade Centre Complex(Entrance is to the left of the Starbucks) on the 7th floor.

To request access please press use the intercom at the door to our office.

If they have any issues or need assistance, please call our office at 604-775-1600.

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: Dunnett, Jennifer PREM:EX
Sent: Tuesday, May 14, 2019 11:47 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: VCO Address
Importance: High

Hi Danny,

Amber Hockin is coming to VCO office this Thursday and Friday and has someone coming in for an interview there.

Could you tell me the address/directions to the office so I can let the individual know.

Could we also book a room for them to meet? I just need to confirm a time.

Thank you!



Jennifer Dunnett | Communications Assistant
Office of the Premier | Government of BC
West Annex, Parliament Buildings
Phone: 250.704.3034

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 14, 2019 11:16 AM
To: Cardona, Diego AEST:EX
Cc: Flesh, Cindy AEST:EX
Subject: Validating Your IDIR

Hi Diego,

Your employee ID is ^{s.22}, please see instructions below on setting up your IDIR.

Setting up your IDIR

Once you have your Employee ID you can set up your IDIR. Your IDIR will give you access to the government HR portal which provides a wide range of services. You also need to set up your IDIR to get access to the Learning Centre and government training programs.

You will need to validate your IDIR. Please go to <https://timepayhome.gov.bc.ca> you will see an orange coloured rectangle box near the middle of the page with instructions on how to clear your cache. You can only have one Internet Explorer window open when clearing cache. Then you can validate your IDIR.

Your Government IDIR ID

What is an IDIR?

Your IDIR is the unique identifier you use to log on to your workstation and to access many government applications, including Employee Self Service, where your leave and pay information is located.

It is recommended that you restart your computer after logging on for the first time. After you've successfully rebooted and logged back on to your workstation, you will have to validate your IDIR.

Validating Your IDIR

Follow these steps:

- Start at the Time & Pay Portal – at <https://timepayhome.gov.bc.ca>
- Click on the Self Service (PeopleSoft) tab and launch the application by clicking the icon in the middle of the window
- Click on Click here to begin ESS Validation
- Enter your six digit employee number and use the drop-down calendar to enter your date of birth
- Click Submit. You should get a response that says, "You have successfully validated your IDIR"
- Wait 30 minutes
- Go back to Employee Self Service. When you launch the application this time you will be taken to the icons to view your pay, and other features
- If you don't see the icons, go to the Time & Pay Portal, click on the Self Service (PeopleSoft) tab and follow the instructions in the yellow box to clear your cache

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 14, 2019 11:13 AM
To: Cardona, Diego AEST:EX
Cc: Flesh, Cindy AEST:EX
Subject: Onboarding Documents
Attachments: 1. Contact Information.pdf; 2. Standards of Conduct - Political Ack. - Copy.pdf; 3. IM-IT Agreement.pdf; 4. Oath - Political.pdf; 5. Direct Deposit Authorization.pdf; 6. 2019 Federal Tax Form.pdf; 7. 2019 BC Tax Form.pdf; 8. Flexible Benefits At a Glance-2019.pdf; 9. Flexible Benefits Guide-2019.pdf; 10. Flexible Benefits Calculator Tool 2019.xlsm; 11. MSP Group Enrolment.pdf; 12. Flexible Benefit Enrolment-Change.pdf; 13. Group Life - Beneficiary Designation.pdf; 14. Evidence of Insurability.pdf; 15. Optional - Waiver of Pension Coverage.pdf

Welcome and congratulations on your new appointment!

You will soon be provided with your employee ID, which you will need to complete these attached forms:

Please submit within the first 3 days –

- Direct Deposit Authorization
- TD1 – Tax – federal 2017
- TD1BC – Tax – BC 2017
- Waiver of Pension Coverage (Optional) – only if waiving pension coverage

Please submit within the first 2 weeks –

- Personal and Emergency Contact Information
- Information Management and Information Technology Agreement
- Standards of Conduct Acknowledgement
- Flexible Benefits Enrolment/Change
- Medical Service Plan (MSP) Application for Group Enrolment
- Group Life Beneficiary Designation – see note below
- Evidence of Insurability – see note below

Oath of Employment – Oath must be completed within 90 days of your start date. When taking your Oath, please ensure you take a current piece of photo identification with your signature, a copy of the Oath of Employment form but do not sign in advance as your signature must be witnessed by a Commissioner.

Please scan and email all forms to Danny Loubert at Danny.Loubert@gov.bc.ca with the exception of the Group Life Beneficiary Designation and Evidence of Insurability forms

Group Life Beneficiary Designation form, please mail ORIGINAL to –
Benefits Service Centre
Block E-2261 Keating Cross Road
Saanichton, BC V8M 2A5

Evidence of Insurability form - On initial enrolment, an employee can choose up to \$50,000 in Optional Group Life Insurance (as long as they have chosen 3 times their annual salary for Basic Group Life Insurance) and up to \$50,000 in Optional Spousal Life Insurance without Evidence of Insurability. Complete the Evidence of Insurability only if more than \$50,000 in Optional Life Insurance is chosen.

Send completed form to:
The Great-West Life Assurance Company
Group Medical Underwriting
PO Box 6000
Winnipeg, MB R3C 3A5

We wish you all the best in your new position!

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 14, 2019 10:29 AM
To: Bain, Don PREM:EX
Subject: Fwd: Email From s.15

Hi Don,

Here is your hotel confirmation for this week.

Warmest Regards,

Danny

Sent from my Samsung Galaxy smartphone.

----- Original message -----

From: s.15
Date: 2019-05-13 3:33 PM (GMT-08:00)
To: "Loubert, Danny PREM:EX" <Danny.Loubert@gov.bc.ca>
Subject: Email From s.15

s.15

Reservation Confirmation

Dear Donald Bain,

We are pleased to confirm your reservation at the s.15 We look forward to welcoming you to Victoria.
If there's anything we can do to make your stay more enjoyable please let us know.

We look forward to seeing you soon.

s.15

-

Reservation Details

Guest Name: Donald Bain

Confirmation #:s.22

Check In: May 15th 2019 - 4:00 PM

Check Out: May 16th 2019 - 11:00 AM

Room Type: Studio Suite: 1 King bed + kitchen

Daily Rate:

Start Date	End Date	Ratecode	Rate
May 15/19	May 15/19	FED2	\$129.00

Above rates are listed in Canadian dollars before applicable taxes.

In the event that you need to cancel your reservation, please contact the hotel 48 hours prior to arrival to avoid penalty.

Upon check in, we will ask to verify your photo identification, and a credit card will be required to secure your stay.

Check in time is 4:00 PM and check out time is 11:00 AM.

s.15

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 14, 2019 10:17 AM
To: Parte, Maura PSA:EX
Subject: RE: D Cardona

Will do Maura,

Have there been any other changes to the Staffing in the last 2 weeks? I am currently updating our distribution and phone lists.

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: Parte, Maura PSA:EX
Sent: Tuesday, May 14, 2019 10:08 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: D Cardona

Hi Danny, can you please send onboarding forms to new employee Diego Cardona? He started yesterday as an EA in AEST. Thank you

Maura Parte, Manager, Human Resources
Office of the Deputy Minister | BC Public Service Agency
810 Blanshard Street | Victoria, BC | V8W 9V1
Office: [778-698-9278](tel:778-698-9278) | Cell: [250.213.6377](tel:250.213.6377)



Where ideas work

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 14, 2019 9:23 AM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: E131057 - Bain, Don
Attachments: E131057 - Bain, Don.pdf

Hello,

Please find the attached Travel Claim form for Don Bain – E131057

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

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 13, 2019 3:57 PM
To: Gallant, Linda GCPE:EX
Subject: RE: Jarrett

Hi Linda,

Thanks, and I hope you also had a wonderful Easter.^{s.22}
check to see if he has? If not, I can connect with Jarrett and find out 😊

have you had a chance to

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

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

From: Gallant, Linda GCPE:EX
Sent: Thursday, April 25, 2019 3:50 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Jarrett

Hi Danny
I hope you had a wonderful EAster!

HR has asked if you have any assets from Jarrett that he'd like to return.
I'll switch his access id at the legislative bldg for Premiers Office. Do you know if he is returning phone and computer/laptop.
Cheers L

Sent from my iPhone

Loubert, Danny PREM:EX

From: Loubert, Danny PREM:EX
Sent: May 13, 2019 3:00 PM
To: Bain, Don PREM:EX
Subject: FW: Confirmed: Enterprise Rent-A-Car Reservation s.22 at South Burnaby

Hi Don,

Here is your Rental for Wednesday.

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: Enterprise Rent-A-Car <No-Reply@enterprise.ca>
Sent: Monday, May 13, 2019 2:59 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Confirmed: Enterprise Rent-A-Car Reservation s.22 at South Burnaby



YOUR RESERVATION IS CONFIRMED

Thank you for your reservation.
Your reservation number is s.22

Pick-Up Details

Location	South Burnaby
Date & Time	Wednesday, May 15, 2019 @ 8:00 AM
Address	5609 Imperial Street Burnaby, BC V5J 1G1
Phone	6044357755
Hours	Wednesday: 8:00 AM - 6:00 PM

Return Details

Location	South Burnaby
Date & Time	Thursday, May 16, 2019 @ 8:00 PM
Address	5609 Imperial Street Burnaby, BC V5J 1G1
Phone	6044357755
Hours	Thursday: 8:00 AM - 6:00 PM : 12:00 AM - 11:59 PM

Renter Details

Name	Don Bain
E-mail Address	d.....t@gov.bc.ca
Phone	s.22

Corporate Account Details

Contract Name	BC GOVERNMENT DAILY
---------------	---------------------

Pricing Details

Vehicle Class	Chevrolet Malibu or similar
Transmission Type	Automatic

Estimated Total Due at the Counter	CAD 86.03
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Rates

Vehicle

TIME AND DISTANCE	2 DAILY @ CAD 37.00	CAD 74.00
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Extras

Vehicle Kilometrage	Over 400 Kilometers @ CAD0.06/Kilometers	400 Kilometers Included
9 Additional Drivers		Included
Damage Waiver		Included
Damage Waiver		Included

Taxes & Fees

PVRT	CAD 3.00
VLF REC	Included
GOODS AND SVCS TAX (5.0%)	CAD 3.85
PST (7.0%)	CAD 5.18

Estimated Total	CAD 86.03
-----------------	------------------

VIEW / MODIFY / CANCEL

Need a lift from your place to ours? No problem.

Just call us and provide your confirmation number and/or account number. We can pick you up from many convenient locations.

Please note: This service must be requested 24 hours in advance of the pick-up time indicated on your reservation. Geographic and other restrictions may apply.

Toll Pass Available at Pick-Up

You may be renting or driving in an area with toll roads. We offer optional TollPass products and services at participating locations that allow you to breeze through tolls without stopping to pay cash. Some toll plazas are electronic only and do not offer a cash payment option.

[Learn more about Toll Pass](#)

ADDR - Additional Driver

ADDITIONAL DRIVER AND AGE POLICY: SEE BID AGREEMENT

After Hours Service

Please lock the vehicle doors and place keys in the drop box located to the right of the front entrance doors. Customers are responsible for the condition of the vehicle until the branch does a formal check-in, on the next business day.

Mileage

MILEAGE POLICY: SEE BID AGREEMENT

[Terms and Conditions](#) | [Privacy Policy](#)

© Enterprise Rent A Car 600 Corporate Park Drive St. Louis MO 63105