

Holliss, Jeanne PSA:EX

From: Johnson, Alysia PSA:EX
Sent: Tuesday, August 1, 2017 11:29 AM
To: Holliss, Jeanne PSA:EX
Subject: FW: Premier's Awards Regional Finalist Video Contact Orientation
Attachments: Video Production Form 2017.docx

Alysia Johnson, Engagement and Event Specialist
Public Service Engagement and Corporate Initiatives | BC Public Service Agency
976 Meares st. | Victoria BC | V8V 3J4
Phone: 250-216-7248
AskMyHR: www.gov.bc.ca/myhr
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Where ideas work

From: Weckend, Anne-Mette FIN:EX
Sent: Tuesday, April 25, 2017 10:19 AM
To: Johnson, Alysia PSA:EX
Subject: RE: Premier's Awards Regional Finalist Video Contact Orientation

Hi Alysia,

Please see the attached video production form for our Premier's Award nomination.

Just let me know if you have any immediate questions!

Thanks,
Anne-Mette

Anne-Mette Weckend
Manager, Treasury Board Operations
Treasury Board Staff
Ministry of Finance
T: (250) 387-9048
Anne-Mette.Weckend@gov.bc.ca

From: Johnson, Alysia PSA:EX
Sent: Wednesday, April 19, 2017 8:57 AM
To: Greenwood, Gail MIT:EX; Chang, David TRAN:EX; O'Brien, Kristy TRAN:EX; Wong, Brandon HLBC:EX; Cross, Kerri PSSG:EX; Byrne, Terence M SDSI:EX; Weckend, Anne-Mette FIN:EX; Ciruna, Kristine FLNR:EX; Weberg, Brent MCF:EX; Bruce, Diane L MCF:EX; Cormode, Sarah EDUC:EX; Jones, Lynette M EDUC:EX; Laboucané, Shannon OHCS:EX; Emery, Steven B FIN:EX; Root, Danielle ABR:EX; Skulmoski, Jesse L TRAN:EX; Diep, Bao L MTIC:EX; Blackman, Karen L MCF:EX; Rose, Cindy PSSG:EX; Wolanski, Coreen PSA:EX; Crockett, Janine MEM:EX; Slavkova, Tatyana DBC:EX; Skelton, Siahra PSSG:EX; Samis, Jordan CSNR:EX; Gomboc, Edward EDUC:EX; Lapsley, Amy PSSG:EX; Galbraith, David J FIN:EX; Bluemel, Ryan AVED:EX; Rego, Virginia M EDUC:EX; Valle, Gloria J TRAN:EX; Pleice, Jenny L TRAN:EX; Lobmeier, Lucy S

IGRS:EX

Subject: Premier's Awards Regional Finalist Video Contact Orientation

Good morning, we are looking forward to meeting with you all this afternoon to discuss the process of creating your regional finalist videos. I have attached the video production form for your reference, as we will be going through the form in detail at the meeting.

These forms need to be completed in full and returned to me no later than April 28, 2017.

Cheers,
Alysia

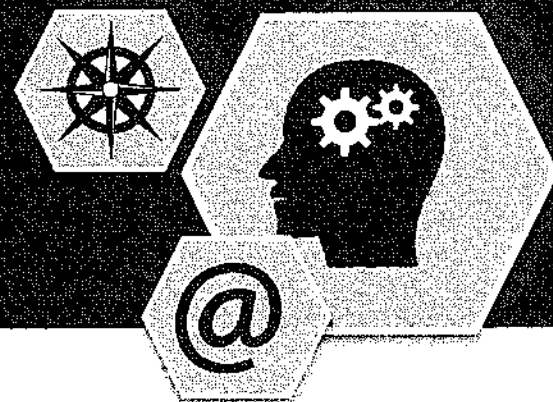
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Premier's Awards 2017

Video Production Form



Please return completed Video Production Form to Alysia Johnson by **April 28, 2017**

Note: Completed Video Production Forms will be treated on a first come, first served basis.

Part A: Scheduling Information

Title of Nomination:	Treasury Board Staff – Building Five Consecutive Balanced Budgets
Video Production Contact: (please include email and telephone information)	Anne-Mette Weckend Anne-Mette.Weckend@gov.bc.ca 250-387-9048 cell 250-886-0190
On-Site Video Contact: (please include email, telephone information and street address):	As above

Preferred Filming Date between May 23 to July 14, 2017

Please identify below the specific days (or weeks) your team **IS** available from May 23 to July 14.

Date #1	May 30, 2017
Date #2	May 25, 2017
Date #3	

Filming Dates to avoid from May 23 to July 14, 2017

Please identify below the specific days (or weeks) your team is **NOT** available from May 23 to July 14.

Date #1	Late June and all of July
Date #2	
Date #3	

Interview Information

Please identify three people to be interviewed for your finalist video. Additional interviews may be considered upon request only. When and when possible, we encourage all interviewees to be filmed at the same location.

Please note: If you have an Emerging Leader, Leadership or Legacy finalist, the finalist needs to be included and listed as one of the interviews.

Interview #1	
Name	David Galbraith
Job title	ADM / Deputy Secretary to Treasury Board
Relationship/involvement to person or initiative	Branch Head and Award Nominator
Filming location (please include street address, city and a description of the location (ex. indoor, outdoor, park setting)	Ministry of Finance, 617 Government St. V8V 2M1 (business setting for interview) Peterec's Gym 831 Fisgard Street Victoria, BC V8W 1R9 (b-roll footage)
Interview #2	
Name	Athana Mentzelopoulos
Job title	Deputy Minister
Relationship/involvement to person or initiative	Deputy Minister of Ministry of Finance, Secretary to Treasury Board
Filming location (please include street address, city and a description of the location (ex. indoor, outdoor, park setting)	Ministry of Finance, 617 Government St. V8V 2M1 (business setting for interview)
Interview #3	
Name	Gord Enemark
Job title	Executive Director
Relationship/involvement to person or initiative	Executive Director – directly involved in the work that took place over the course of the years that the nomination speaks to.
Filming location (please include street address, city and a description of the location (ex. indoor, outdoor, park setting)	Ministry of Finance, 617 Government St. V8V 2M1 (business setting for interview) Peterec's Gym 831 Fisgard Street Victoria, BC V8W 1R9 (b-roll footage)

Part B: Nomination Highlights

Nomination Highlights

Please list some of the highlights about the nomination that you feel should be captured in the video. When you are thinking about your nomination highlights, think about these questions (where they pertain to your category):

- What is your nominee's leadership style? (i.e. collaborative, coaching approach, open door, etc.)
- What makes your nominee an emerging leader? (i.e. project work, process improvement, leadership attributes)
- What is the narrative of your program or project? What is the story that you would like to tell?
- What are the key aspects/features that are the most important to capture both visually and in your interviews?

We would like to tell the story of how government was impacted by the global recession of 2008 and faced the challenge of returning to a balanced budget while maintaining critical services of health, education, and social services, with a focus on the creative and diligent work guided by TBS through the strict caps on administrative expenditures, bureaucratic accountability, and a focus on government priorities which lead to the tabling of five consecutive balanced budgets.

Theme

Does this nomination lend itself to a particular theme, or does your group have any creative input as to how the nomination can be showcased? Is there a metaphor or strong visual that represents the theme or story that you would like to tell?

We would like to have interviewees in a professional business setting, juxtaposed with a series of shots/scenes taken at a local kickboxing gym. We would like to use voiceover through a series of visual metaphors that tell the story of how Treasury Board Staff had to be "fiscal warriors": training, push-ups, sparring, etc. I.e: "To knock out a deficit you need to be... disciplined, tough, work as a team", etc.

Part C: Supporting B-roll Footage and Media

B-roll is supplemental footage inserted as a cutaway to help tell the story. B-roll includes the shots that are shown throughout the video to highlight your nomination's theme, person or project in between the taped interviews. B-roll does not include sound so that interview voice-over can be inserted by the editor. Optional b-roll ideas to consider:

Scenic Location(s)

Please identify if there are obvious or suitable locations to film your nomination video (ex. fishery, forest, hospital, community centre, hiking trail, Baseball Park, kitchen, school gymnasium, and laboratory).

Peterec's Kickboxing Gym 831 Fisgard Street Victoria, BC V8W 1R9

Additional Video Participants

If you intend to have a group of people, team members or stakeholders in your video that are not the main interviewees, please provide a description of what their anticipated role will be in the video (ex. group shot, workplace environment, fun activity). If you anticipate more than 10 people, the Video Production Team would be happy to plan these arrangements with you as some large group initiatives do not lend themselves to this type of filming.

We would like to have as many TBS staff in the b-roll gym shots as are willing to participate.
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Additional Film Footage or Media

Is there additional film footage or photos available to use without restrictions? You may also have news articles, awards, historical material or access to third party footage free of cost that could contribute to your video. *(Please provide only content that is either not copyrighted or that has, in writing, express permission from the content owner for use and distribution of the footage. i.e. we are not able to use items from news pieces as that content is owned by the broadcaster).*

Yes/No: No

Format:

Holliss, Jeanne PSA:EX

From: Johnson, Alysia PSA:EX
Sent: Tuesday, August 1, 2017 11:20 AM
To: Holliss, Jeanne PSA:EX
Subject: FW: Premier's Awards - Regional Video Production

Alysia Johnson, Engagement and Event Specialist
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From: Weckend, Anne-Mette FIN:EX
Sent: Wednesday, May 3, 2017 4:20 PM
To: Johnson, Alysia PSA:EX
Subject: RE: Premier's Awards - Regional Video Production

Hi Alysia,

A few comments/questions in your original note below in red... Thanks!!

Anne-Mette

Anne-Mette Weckend
Manager, Treasury Board Operations
Treasury Board Staff
Ministry of Finance
T: (250) 387-9048
Anne-Mette.Weckend@gov.bc.ca

From: Johnson, Alysia PSA:EX
Sent: Tuesday, May 2, 2017 2:18 PM
To: Weckend, Anne-Mette FIN:EX
Subject: RE: Premier's Awards - Regional Video Production

Sounds great!

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From: Weckend, Anne-Mette FIN:EX
Sent: Tuesday, May 2, 2017 2:16 PM
To: Johnson, Alysia PSA:EX
Cc: Holliss, Jeannie PSA:EX
Subject: RE: Premier's Awards - Regional Video Production

Hi Alysia,

That works well, thanks!! I just checked with Athana's office, and she is available at 1pm on May 25th. Since she will be one of our interviewees, would it be possible to start with her interview, so that her timing is most predictable, and then move onto the rest of the footage? We could do hers on-site at the ministry, and then move to the gym afterwards. I will check with Dave to see what he thinks about the other interview locations.

I will get right back to you on the other questions, and will also confirm that Dave is able to secure the gym space for that time.

Thanks,
Anne-Mette

Anne-Mette Weckend
Manager, Treasury Board Operations
Treasury Board Staff
Ministry of Finance
T: (250) 387-9048
Anne-Mette.Weckend@gov.bc.ca

From: Johnson, Alysia PSA:EX
Sent: Tuesday, May 2, 2017 12:19 PM
To: Weckend, Anne-Mette FIN:EX
Cc: Holliss, Jeanne PSA:EX
Subject: Premier's Awards - Regional Video Production

Good afternoon Anne-Mette.

Thanks so much for sending us your Video Production Form. We have had an initial review of the information that you sent and I have a couple of questions so that we can better confirm your arrangements.

- Based on the availability dates that were outlined, we would be pleased to offer **May 25th from 1:00pm to 4:00pm** or **May 30th from 9:00am to 12:00pm** for your consideration. **Can you please confirm if either of these dates work by Thursday, May 4th?**

Part A – Interviews

- All of the interviews are listed at the Ministry of Finance. Is this correct, or would we do some (Gord and David) at the gym? All interviews at 617 Government St.
- Would Athana's interview be on the same day as the majority of the filming or would it need to be scheduled in for a separate time? Same day (first please)

Part B – B-roll

- Love the gym idea! Will you be able to coordinate the scheduled time with the gym? Confirmed

- How many people will be participating at the gym? We've done a call out to all staff for voluntary participation... I will confirm closer to, if that's ok?
- Do you have any additional footage that you would like us to take? No

Part C – Voice Over

- How would you like to do the voice over. Do you want us to tell a narrative/story? Yes.. the voiceover will be the main narrative, with the film being more the action/visual
- Is this something you are able to write for us? Yes – Dave has written a rough script, but we are going to run it past all staff for input. When do you need this by?

The video filming is about 3 hours give or take.

Let me know if you have any questions or require clarification. This is just the start of getting the details, and will be a very fluid process of working together to create a great video for Leah! Confirming your date and time by Thursday is much appreciated.

I look forward to working with you on this.

Cheers,
Alysia

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From: Weckend, Anne-Mette FIN:EX
Sent: Tuesday, April 25, 2017 10:19 AM
To: Johnson, Alysia PSA:EX
Subject: RE: Premier's Awards Regional Finalist Video Contact Orientation

Hi Alysia,

Please see the attached video production form for our Premier's Award nomination,

Just let me know if you have any immediate questions!

Thanks,
Anne-Mette

Anne-Mette Weckend
Manager, Treasury Board Operations
Treasury Board Staff
Ministry of Finance
T: (250) 387-9048
Anne-Mette.Weckend@gov.bc.ca

From: Johnson, Alysia PSA:EX

Sent: Wednesday, April 19, 2017 8:57 AM

To: Greenwood, Gail MIT:EX; Chang, David TRAN:EX; O'Brien, Kristy TRAN:EX; Wong, Brandon HLBC:EX; Cross, Kerri PSSG:EX; Byrne, Terence M SDSI:EX; Weckend, Anne-Mette FIN:EX; Ciruna, Kristine FLNR:EX; Weberg, Brent MCF:EX; Bruce, Diane L MCF:EX; Cormode, Sarah EDUC:EX; Jones, Lynette M EDUC:EX; Laboucane, Shannon OHCS:EX; Emery, Steven B FIN:EX; Root, Danielle ABR:EX; Skulmoski, Jesse L TRAN:EX; Diep, Bao L MTIC:EX; Blackman, Karen L MCF:EX; Rose, Cindy PSSG:EX; Wolanski, Coreen PSA:EX; Crockett, Janine MEM:EX; Slavkova, Tatyana DBC:EX; Skelton, Siahra PSSG:EX; Samis, Jordan CSNR:EX; Gomboc, Edward EDUC:EX; Lapsley, Amy PSSG:EX; Galbraith, David J FIN:EX; Bluemel, Ryan AVED:EX; Rego, Virginia M EDUC:EX; Valle, Gloria J TRAN:EX; Pleice, Jenny L TRAN:EX; Lobmeier, Lucy S IGRS:EX

Subject: Premier's Awards Regional Finalist Video Contact Orientation

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These forms need to be completed in full and returned to me no later than April 28, 2017.

Cheers,

Alysia

Alysia Johnson, Engagement and Event Specialist

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Holliss, Jeanne PSA:EX

From: Johnson, Alysia PSA:EX
Sent: Tuesday, August 1, 2017 11:21 AM
To: Holliss, Jeanne PSA:EX
Subject: FW: Premier's Awards

Alysia Johnson, Engagement and Event Specialist
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Where ideas work

From: Weckend, Anne-Mette FIN:EX
Sent: Tuesday, May 23, 2017 1:35 PM
To: Johnson, Alysia PSA:EX
Subject: RE: Premier's Awards

Hi Alysia,

Apologies for the delay, I was away on Friday and am just catching up! I reckon that your interviewers may have some suggested wordsmithing, however here are our draft interview questions. Please let me know if you have any questions.

Athana:

- Why are 5 balanced budgets important to government?
- What do you count on Treasury Board Staff for?
- What was driving the focus/need to balance?

Dave:

- Who and what is Treasury Board Staff, and how does it compare to other organizations you've worked with?
- The Office of the Auditor General of BC just released a report examining the process of forecasting for operating expense, capital spending and debt in British Columbia. Tell us a little more about that.
- What makes you most proud of the work that TBS does?

Gord:

- What were some of the different challenges that you have had to overcome during your involvement in the last 5 budgets?
- Can you give us some examples of "on the ground" strategies that you have used to address these challenges?

As far as the voiceover script, we had a brainstorming meeting with the staff who are interested in participating last week, and it seems that it will remain much the same as what I already sent you... unless there is a change of tune as we go!

Thanks!
Anne-Mette

Anne-Mette Weckend
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Treasury Board Staff
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From: Johnson, Alysia PSA:EX
Sent: Tuesday, May 23, 2017 10:12 AM
To: Weckend, Anne-Mette FIN:EX
Subject: Premier's Awards

Good morning Anne-Mette, I wanted to send a note to see how the questions for the interviews and the finalized story board are coming along. I am out of the office all day tomorrow filming so I am hoping to get these from you today.

I have also attached the consent forms. I will have some on me the day of as well☺

Cheers,
Alysia

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