



FEB 13 2018

PERSONAL AND CONFIDENTIAL

Shauna Brouwer
s.22

Dear Shauna Brouwer:

This letter confirms your appointment as Assistant Deputy Minister, Policy and Legislation, Ministry of Finance, as specified in your appointing Order in Council, effective March 1, 2018.

Your salary will be \$180,000 per annum and, consistent with our Executive Compensation Plan, a 10% performance holdback will be applied. I will provide you with the criteria for the performance holdback, these criteria forming part of your annual performance plan. The performance holdback is paid at the end of each annual performance review cycle.


The terms and conditions of employment for Assistant Deputy Ministers are those established for Category A Order in Council appointments.

As a public service employee you must conduct yourself in a manner that maintains and enhances the public's trust and confidence in the public service. Please ensure you are familiar with the Standards of Conduct for Public Service Employees. Also, you are subject to the Post Employment Restrictions, a copy of which is attached.

Once you have signed this letter indicating your acceptance, please email to Dawn-Lynn Phillips (Dawn-Lynn.Phillips@gov.bc.ca), BC Public Service Agency.

Lastly, I want to extend my best wishes for your success in this role.

Sincerely,


Lori Wanamaker, FCPA, FCA
Deputy Minister

pc: Dawn-Lynn Phillips, BC Public Service Agency

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Ministry of
Finance

Office of the
Deputy Minister

Mailing Address:
PO Box 9417 Stn Prov Govt
Victoria BC V8W 9V1
www.gov.bc.ca/fin

Location Address:
Room 109
617 Government Street
Victoria BC

I have read and accept the terms and conditions of this appointment.

Shauna Brouwer
Shauna Brouwer

Feb. 15. 2018
Date

From: Deputy Minister Communication JAG:EX
To: "All Staff - Attorney General and Public Safety and Solicitor General"
Subject: Departure Announcement: Shauna Brouwer, Corporate Management Services Branch
Date: Thursday, February 8, 2018 4:31:43 PM



It is with mixed emotions that we announce [Shauna Brouwer](#), Assistant Deputy Minister (ADM) of the Corporate Management Services Branch (CMSB), is leaving our sector to pursue another opportunity within the BC Public Service.

Effective March 1, Shauna will join the Ministry of Finance as the ADM of Policy and Legislation.

Since 2015, Shauna has served as the ADM of Corporate Services for both the Ministry of Attorney General and the Ministry of Public Safety and Solicitor General. Shauna started her BC Public Service career with the BC Office of the Auditor General in 1990 and was ADM of Corporate Services for several ministries since 2005.

A recruitment process for ADM/EFOs of Corporate Services teams across government is now underway, and Shauna will continue to lead CMSB until her new tenure with the Ministry of Finance begins in early March.

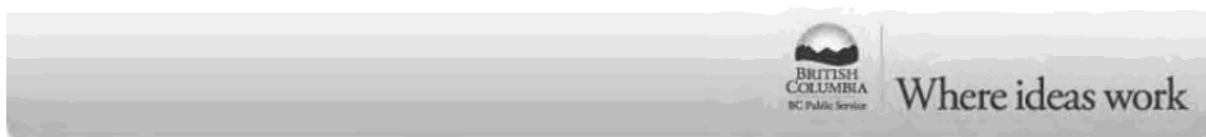
Shauna has made a significant contribution to our ministries and our sector in a relatively short period of time. While we are sorry to see her go, we'd like to take this opportunity to thank Shauna for her dedication to our sector and wish her all the best in her new role.

Sincerely,

Richard Fyfe, QC
Deputy Attorney General

Mark Sieben
Deputy Solicitor General

Rebecca Denlinger
Deputy Minister, EMBC



From: Limson, Karla JAG:EX
To: Duncan, Nikki PSSG:EX
Subject: FW: FOLLOW UP>DM Message - Staffing Announcements
Date: Thursday, February 8, 2018 1:08:27 PM
Attachments: image003.png

As discussed – thank you!

From: "Brouwer, Shauna JAG:EX" <Shauna.Brouwer@gov.bc.ca>
Date: February 8, 2018 at 11:02:06 AM PST
To: 'All CMSB' <placeholder@gov.bc.ca>
Subject: FOLLOW UP>DM Message - Staffing Announcements

Good Morning, by now, many of you may have seen the following email announcing my transfer to the Ministry of Finance to be the ADM of Policy and Legislation, effective March 1.

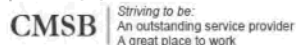
Although I will still be here for a few weeks, I wanted to take this opportunity to thank you all for making me feel so welcome over the past couple of years, and for embracing the goals of Being a Great Place to Work and an Outstanding Service Provider. I feel that we've made great progress together in this regard. Creating a one-stop shop for Accounts Payable, clarifying roles and responsibilities between CMSB and the branches, conducting Leadership Development Panels with our leadership team, developing a new and improved intranet site, moving forward on the new courthouse projects in the Fraser Valley, as well as being successful in increasing budgets for both the ministries we support are just a few examples of our accomplishments.

I look forward to watching the branch continue to thrive into the future. As far as my replacement is concerned, there is currently a [competition](#) for ADM/EFOs of Corporate Services teams across government, and I expect there will be an announcement soon. In the meantime I will be working to ensure a smooth transition to whoever is chosen.

Please do not hesitate to contact me should you have any questions and thank you again for your support and engagement over the past few years!

Shauna Brouwer, MBA

| Assistant Deputy Minister and Executive Financial Officer, Corporate Management Services Branch, Ministries of Attorney General and Public Safety & Solicitor General | 250.387.5258 |



From: FIN Deputy Minister FIN:EX
Sent: Thursday, February 8, 2018 10:38 AM
To: FIN All Staff
Cc: Brouwer, Shauna JAG:EX
Subject: DM Message - Staffing Announcements



Where ideas work

Lori Wanamaker DEPUTY MINISTER OF FINANCE

It is my pleasure to announce some recently announced changes to the Ministry of Finance executive team.

It is with mixed emotions that I announce the departure of David Galbraith from Treasury Board Staff. Dave has been the Associate Deputy Minister of Treasury Board staff since July 2017. This is a culmination of several "tours of duty" over the years in that area of the Ministry. Effective March 1st, Dave will be taking over as Deputy Minister for the Ministry of Social Development and Poverty Reduction. In my first 6 months in the Ministry, Dave's advice and guidance have been invaluable. I know that we will all miss him.

Heather Wood will be moving to Treasury Board Staff as their new Associate Deputy Minister. Heather has been our ADM of Policy and Legislation in the Ministry of Finance since 2010. Prior to this assignment, she was the ADM of Tax Policy in Manitoba. Heather has a strong background in tax, fiscal policy, intergovernmental relations and research as well as an excellent understanding of the Ministry.

Shauna Brouwer will be joining the Ministry as the ADM of Policy and Legislation. Since 2005, Shauna has served as the ADM of Corporate Services for several ministries, most recently the AG/SG pod. She started her career with the BC Public Service with the BC Office of the Auditor General and has worked closely with many staff in the Ministry of Finance over the years. Shauna led the policy and financial analysis that led to recent decisions taken on ICBC.

Carl Fischer has been confirmed as our next Comptroller General. Carl is a professional accountant who is well-known throughout the public service as the guru of financial policy and reporting. Carl has been at the forefront of the most significant financial management changes that have occurred in BC, including playing a leadership role in changes resulting from the introduction of the *Budget Transparency and Accountability Act*.

Since August of 2016, Tara Richards has done double-duty as our EFO and as the acting CEO of the Financial Institutions Commission. Effective March 1, Tara will be assuming fulltime responsibility as the CEO of FICOM. We will be utilizing the current cross-government EFO posting to recruit a temporary EFO (18-month) to backfill for Tara.

And, of course, Elan Symes, our longest serving ADM of Revenue Division is retiring next month. We will miss Elan's pragmatism and deep knowledge of our revenue/collections systems. The posting for her position is open until February 19.

Please join in wishing our colleague well on their new assignments and next adventures!

Sincerely,

A handwritten signature in cursive script, appearing to read 'Lori'.

Lori Wanamaker, FCPA, FCA
Deputy Minister
Ministry of Finance

From: [Duncan, Nikki PSSG:EX](#)
To: [Limion, Karla JAG:EX](#)
Subject: FW: RUSH: SB Announcement DRAFT_Feb 8 2018
Date: Thursday, February 8, 2018 4:04:05 PM
Attachments: [SB Announcement DRAFT_Feb 8 2018 \(2\).docx](#)

Approved – ready to send

From: Woodcock, Danielle EMBC:EX
Sent: Thursday, February 8, 2018 3:49 PM
To: Duncan, Nikki PSSG:EX
Subject: FW: RUSH: SB Announcement DRAFT_Feb 8 2018

Hi Nikki

Please go ahead and send the announcement approved on behalf of Becky.

Thanks Danielle

From: Duncan, Nikki PSSG:EX
Sent: February 8, 2018 03:35 PM
To: Woodcock, Danielle EMBC:EX <Danielle.Woodcock@gov.bc.ca>
Subject: RUSH: SB Announcement DRAFT_Feb 8 2018

Hi Danielle, can you please get Becky's approval on this? Mark wants to send out this afternoon.

From: Sieben, Mark PSSG:EX
Sent: Thursday, February 8, 2018 3:29 PM
To: Duncan, Nikki PSSG:EX
Subject: SB Announcement DRAFT_Feb 8 2018

Added a line. Approved with the change.

To: All Staff, AG/PSSG
From: Deputy Minister Communication mailbox
Date: Feb. 8, 2018
Subject Line: Departure Announcement – Shauna Brouwer, Corporate Management Services Branch



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Shauna has made a significant contribution to our ministries and our sector in a relatively short period of time. While we are sorry to see her go, we'd like to take this opportunity to thank Shauna for her dedication to our sector and wish her all the best in her new role.

Sincerely,

Richard Fyfe, QC
Deputy Attorney General

Mark Sieben
Deputy Solicitor General

Rebecca Denlinger
Deputy Minister, EMBC

From: [Ussery, Camas AG:EX](#)
To: [Ussery, Camas AG:EX](#)
Subject: RE: Question A/EFO
Date: Monday, March 5, 2018 2:35:16 PM
Attachments: [image001.png](#)

From: Sieben, Mark PSSG:EX
Sent: Wednesday, February 21, 2018 11:51 AM
To: Brouwer, Shauna JAG:EX; Fyfe, Richard J JAG:EX
Subject: RE: Question A/EFO

Okay by me, Shauna. appreciate the advice.

From: Brouwer, Shauna JAG:EX
Sent: Wednesday, February 21, 2018 10:54 AM
To: Sieben, Mark PSSG:EX; Fyfe, Richard J JAG:EX
Subject: RE: Question A/EFO

How about David for month 1 and Teri Spaven for month 2. If that is agreeable I will send out a note.

It sounds like the interviews are progressing quickly.

Shauna

From: Sieben, Mark PSSG:EX
Sent: Tuesday, February 20, 2018 4:57 PM
To: Brouwer, Shauna JAG:EX; Fyfe, Richard J JAG:EX
Subject: RE: Question A/EFO

I think we'd look to your advice, Shauna. My best guess is it will be 1 to 2 months before some one is selected and can join us. I know Holly is now engaged with the icbc file – should we go with David through March and potentially into April or would you recommend another given that's the likely timeframe?

From: Brouwer, Shauna JAG:EX
Sent: Tuesday, February 20, 2018 3:41 PM
To: Sieben, Mark PSSG:EX; Fyfe, Richard J JAG:EX
Subject: Question A/EFO

As my last day is Friday in the office perhaps we should name David Hoadley as the A/EFO until the competition completes?

thx

Shauna Brouwer, MBA

| Assistant Deputy Minister and Executive Financial Officer, Corporate Management Services Branch, Ministries of Attorney General and Public Safety & Solicitor General | 250.387.5258 |

