From: <u>Carreras, Korleen TAC:EX</u>
To: <u>"Crystal Braunwarth"</u>

Cc: <u>Liz Shorten; Brian Hamilton; Elizabeth Schofield</u>
Subject: RE: Bletchley set visit - Change of Schedule

Date: April 27, 2018 12:55:52 PM

The Minister has another event scheduled for 2pm. Would 12:30-1:30 work?

Korleen

From: Crystal Braunwarth [mailto:crystal.braunwarth@gmail.com]

Sent: Friday, April 27, 2018 10:39 AM

To: Carreras, Korleen TAC:EX

Cc: Liz Shorten; Brian Hamilton; Elizabeth Schofield **Subject:** Bletchley set visit - Change of Schedule

Hi Koraleen,

Our schedule changed late yesterday and our start time next Thursday has been pushed. Are we able to push the Minister's visit to 1pm? If she arrives at 11am as scheduled, she would be able to do the walk through of our sets, but wouldn't be able to see any shooting happening, and our cast would be in Hair/Make-up, getting ready.

Let me know what works best for you.

Thanks,

C

--

Crystal Braunwarth

Sr. Unit Publicist - 778-995-7491 <u>crystal.braunwarth@gmail.com</u> |@Media Scene

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From: <u>Carreras, Korleen TAC:EX</u>
To: <u>Avison, Claire TAC:EX</u>

Cc: Newhook, Kelly TAC:EX; Infante, James TAC:EX; Meadows, Jennifer L TAC:EX; Carroll, Sandra TAC:EX; Jack,

Carolyn GCPE:EX; Ferguson, Suzanne A TAC:EX

Subject: Re: updated MTEC list **Date:** April 27, 2018 10:34:06 AM

December 31, 2020 for Glenn.

We may have one more to add later today bringing it to 25 and 4 ex-officio.

Will let you know about chair and vice-chair on Monday.



On Apr 27, 2018, at 10:29 AM, Avison, Claire TAC:EX < Claire. Avison@gov.bc.ca > wrote:

We've added Glenn –just need to know the appointment term.

Claire Avison | Assistant Deputy Minister | Ministry of Tourism Arts and Culture | Cell: 250-217-9059 | claire.avison@gov.bc.ca

From: Avison, Claire TAC:EX

Sent: Friday, April 27, 2018 9:11 AM **To:** Carreras, Korleen TAC:EX

Cc: Newhook, Kelly TAC:EX; Infante, James TAC:EX; Meadows, Jennifer L TAC:EX; Carroll,

Sandra TAC:EX; Jack, Carolyn GCPE:EX; Ferguson, Suzanne A TAC:EX

Subject: RE: MTEC Implementation Plan

Plse use this version (sorry) – corrected the CCSP meeting date and added selection of chair and vice chair

Claire Avison | Assistant Deputy Minister | Ministry of Tourism Arts and Culture | Cell: 250-217-9059 | claire.avison@gov.bc.ca

From: Avison, Claire TAC:EX

Sent: Friday, April 27, 2018 8:58 AM

To: Carreras, Korleen TAC:EX

Cc: Newhook, Kelly TAC:EX; Infante, James TAC:EX; Meadows, Jennifer L TAC:EX; Carroll,

Sandra TAC:EX; Jack, Carolyn GCPE:EX; Ferguson, Suzanne A TAC:EX

Subject: RE: MTEC Implementation Plan

One more thing....the Minister's selection of chair and vice chair isn't reflected in the plan. We will want to work with the chair and vice chair on the planning of the June 1^{st} meeting. thanks

Claire Avison | Assistant Deputy Minister | Ministry of Tourism Arts and Culture | Cell: 250-217-9059 | claire.avison@gov.bc.ca

From: Avison, Claire TAC:EX

Sent: Friday, April 27, 2018 8:51 AM

To: Carreras, Korleen TAC:EX

Cc: Newhook, Kelly TAC:EX; Infante, James TAC:EX; Meadows, Jennifer L TAC:EX; Carroll,

Sandra TAC:EX; Jack, Carolyn GCPE:EX **Subject:** MTEC Implementation Plan

Hi Korleen – attached is the draft MTEC implementation plan per our recent discussions. Let me know if this works or if you want changes. I'm sending this to you through email because it's time sensitive. I will route the letters through e-approvals. thanks

Claire Avison | Assistant Deputy Minister | Ministry of Tourism Arts and Culture | Cell: 250-217-9059 | claire.avison@gov.bc.ca

<MTEC membership April 27.docx>

From: <u>Carreras, Korleen TAC:EX</u>
To: <u>Meadows, Jennifer L TAC:EX</u>

Cc: Newhook, Kelly TAC:EX; Infante, James TAC:EX

Subject: RBCM

Date: April 25, 2018 12:28:09 PM

Attachments: image001.png

CPD Nika Collison.pdf

Jennifer,

Can we please start the OIC process to appoint Niki Collison to the RBCM board term expiring December 31, 2019. CPD attached.

RBCM Chair is aware of this and decisions on the remaining vacancies should be confirmed by end of next week.

Thanks!

Korleen

Korleen Carreras, Executive Assistant

Minister's Office Ministry of Tourism, Arts & Culture, Responsible for Sport and Multiculturalism 250-812-5204



From: Carreras, Korleen TAC:EX
To: "Maria Dominguez"
Subject: RE: Connect

Date: April 23, 2018 3:15:14 PM

Attachments: CPD Sept 2017 - Governing Boards (NEW).pdf

Maria,

Thank you for your help organizing the meeting this morning. Ms. Stephens would like to connect with the chair of the RBCM board, Susan Knott, to further discuss opportunities. Ms. Stephens identified May 1st as a date that works for her and I have now confirmed with Susan Knott that this date works on her end as well. Is it easiest if I send Ms. Knott's details to you to arrange a specific time on May 1st? If not, just let me know what works for Ms. Stephens and I can arrange with Ms. Knott. Ms. Knott is located in Vancouver and could meet via phone or in person.

I also promised a few reference links for Ms. Stephens. Can you please forward?

Link to the Royal BC Museum: https://royalbcmuseum.bc.ca/about/museum-information/corporate-information/governance

Link to the Board Resourcing office RBCM listing: http://www.fin.gov.bc.ca/apps/appointments/boardView.asp?BoardNum=145449

Also attached is the Candidate Profile and Declaration form that needs to be completed for all board members.

Please let me know if you need anything further.

All the best,

Korleen Carreras

From: Maria Dominguez [mailto:MDominguez@naturespath.com]

Sent: Friday, April 20, 2018 5:15 PM **To:** Carreras, Korleen TAC:EX

Subject: Re: Connect

Hi Korleen,

Thanks for your voicemail this afternoon.

Ratana's availability on Monday as changed slightly and she is available at the following times:

10:30 am -12 noon

1-1:45 pm

3-4 pm

Please let me know if any of these windows of time work for your schedule.

Thanks,

Maria Dominguez

Administrative Assistant

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"Always leave the earth better than you found it." - Rupert Stephens

On Apr 18, 2018, at 11:15 AM, Carreras, Korleen TAC:EX < Korleen.Carreras@gov.bc.ca > wrote:

Maria,

Thank you for taking my call this morning.

Minister Lana Popham, who is taking on Minister Beare's duties \$.22 \$.22

is hoping to connect with Ratana Stephens regarding the Royal BC Museum board of directors. Ms. Stephens has been recommended by the RBCM Chair and nominations committee and Minister Popham would like to discuss.

Can you please let me know when Ms. Stephens has a few minutes to connect with Minister Popham?

Thank you.

Korleen Carreras

<image001.png> Korleen Carreras, Executive Assistant

Minister's Office
Ministry of Tourism, Arts & Culture, Responsible for
Sport and Multiculturalism
250-812-5204
<image002.gif>

From: <u>Carreras, Korleen TAC:EX</u>
To: <u>Meadows, Jennifer L TAC:EX</u>

Cc: Newhook, Kelly TAC:EX; Infante, James TAC:EX; Beare, Lisa TAC:EX

Subject: BC Games Society **Date:** April 23, 2018 1:50:22 PM

Attachments: <u>image001.png</u>

CPD - BreeanneHollett- November 2017.pdf

Pamela Rai CPD.pdf

Jennifer,

Can we please move forward with the Ministerial appointment to the BC Games Society for the following:

Please reappoint:

Simon Whitfield – term ending Jan. 31, 2019 Sarah Zimmerman – term ending January 31, 2020

Please appoint the following:

Pamela Rai – term ending January 31, 2020 Breanne Hollett – term ending January 31, 2020

CPDs for Pamela and Breanne are attached and have previously been forwarded to CABRO.

I know that the next meeting and AGM in May 11^{th} and it would be great if the appointment could be done soon.

Thank you.

Korleen

Korleen Carreras, Executive Assistant

Minister's Office Ministry of Tourism, Arts & Culture, Responsible for Sport and Multiculturalism 250-812-5204



From: <u>Carreras, Korleen TAC:EX</u>

To: "Susan Knott"
Subject: RBCM

Date: April 23, 2018 11:28:27 AM

Attachments: image001.png

Susan,

Hope all is well with you.

I just chatted with Ratana Stephens and she is interested in the board of directors but would like to connect with you to discuss further. She is free on May 1^{st} and was wondering if you might have some time as well for a call.

Let me know if May 1st works for you and I will organize with Ms. Stephens' office.

Korleen

Korleen Carreras, Executive Assistant

Minister's Office Ministry of Tourism, Arts & Culture, Responsible for Sport and Multiculturalism 250-812-5204



From: Carreras, Korleen TAC:EX
To: Holding, Marina TAC:EX

Subject: RE: 31948 incoming Re: request to meet

Date: April 20, 2018 12:08:06 PM

Minister should take this meeting. Will schedule for late June or July.

Korleen

From: Minister, TAC TAC:EX

Sent: Thursday, April 5, 2018 3:00 PM

To: Carreras, Korleen TAC:EX

Subject: FW: 31948 incoming Re: request to meet

Hi Korleen,

This is the other one Kelly thought you could take. Jennifer did have the Ministry do some investigating on this one if you want more information.

Thanks!

Marina

From: Beare.MLA, Lisa [mailto:Lisa.Beare.MLA@leg.bc.ca]

Sent: Wednesday, December 6, 2017 2:45 PM

To: Judith Marcuse **Cc:** Minister, TAC TAC:EX

Subject: 31948 incoming Re: request to meet

Good morning Judith,

Thank you for your email. I am copying the Minister's office on this email for their follow up.

Sincerely,

Thyra

Thyra Gillese | Constituency Assistant | Lisa Beare, MLA Maple Ridge-Pitt Meadows P: 604-465-9299 | 104-20130 Lougheed Highway, Maple Ridge, BC V2X 2P7

From: Judith Marcuse < judith@jmprojects.ca > Date: Wednesday, December 6, 2017 at 2:11 PM
To: "Beare.MLA, Lisa" < Lisa.Beare.MLA@leg.bc.ca >

Subject: request to meet

Dear Minister Beare,

I am writing to ask to meet with you early in the New Year to share perspectives and ideas about arts and culture in BC, with a specific focus on community-engaged art for social change (ASC).

I am a senior artist (choreographer/producer/educator) based in Vancouver and have been deeply involved in policy at national and international levels for many years. I currently lead a \$3million study on ASC in Canada and am teaching a new graduate program at SFU where I also direct our International Centre of Art for Social Change (www.icasc.ca). If you have the time and interest to review a short document about our sector, it can be seen at https://www.icasc.ca/post/state-art-report-art-social-change-asc-canada.

I look forward to sharing information with you about specific, community-engaged – and remarkable – work in the arts that is happening in communities across BC and to learn about your perspectives vis-a-vis our sector.

With best wishes,

Judith Marcuse

Judith Marcuse, LL.D. (Hon.)
Artistic Producer, Judith Marcuse Projects
Founder/Co-Director, International Centre of Art for Social Change (ICASC)
Adjunct Professor/Artist in Residence, Simon Fraser University, Vancouver, BC
Senior Fellow, Ashoka International
Unceded Coast Salish Territories

1.604.319.8436

www.icasc.ca

 ${\it Facebook:} \ \underline{http://www.facebook.com/InternationalCentreOfArtForSocialChange}$

Twitter: @ARTsocialCHANGE

From: <u>Carreras, Korleen TAC:EX</u>
To: <u>Avison, Claire TAC:EX</u>

Cc: Newhook, Kelly TAC:EX; Infante, James TAC:EX

Subject: RE: MTEC

 Date:
 April 19, 2018 1:34:43 PM

 Attachments:
 MTEC Final List.xlsx

image001.png

Updated with the addition of Sheila Bauman.

Korleen

From: Carreras, Korleen TAC:EX

Sent: Wednesday, April 18, 2018 4:09 PM

To: Avison, Claire TAC:EX

Cc: Newhook, Kelly TAC:EX; Infante, James TAC:EX

Subject: RE: MTEC

Claire,

Updated with term end dates. The four that are continuing on from the MCOT will continue to end on December 31, 2018. The remaining members are staggered between June 30, 2019 and June 30, 2020.

Chair: Do we need appoint a chair or will the committee vote? Can't remember.

Korleen

From: Carreras, Korleen TAC:EX **Sent:** Tuesday, April 17, 2018 3:08 PM

To: Avison, Claire TAC:EX

Cc: Newhook, Kelly TAC:EX; Infante, James TAC:EX

Subject: MTEC

Claire,

Please attached list of applicants for the MTEC. The final tab labelled 'Final Candidates' are the candidates to be appointed to the Council.

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

Korleen

Korleen Carreras, Executive Assistant

Minister's Office Ministry of Tourism, Arts & Culture, Responsible for Sport and Multiculturalism 250-812-5204 From: Carreras, Korleen TAC:EX
To: Smith, Heather LASS:EX

Subject: RE: Funding to bring world Ice Making event to Fernie

Date: April 19, 2018 1:23:56 PM

Attachments: image001.png

Heather,

Great to connect with you earlier this week.

As per our conversation, the organization could reach out to the District of Fernie to see if RMI funding would be available.

Let me know if you need any further information.

All the best, Korleen Carreras

Korleen Carreras, Executive Assistant

Minister's Office Ministry of Tourism, Arts & Culture, Responsible for Sport and Multiculturalism 250-812-5204



Please consider the environment before printing this email.

From: Smith, Heather [mailto:Heather.Smith@leg.bc.ca]

Sent: Wednesday, April 4, 2018 5:02 PM

To: Newhook, Kelly TAC:EX Cc: Carreras, Korleen TAC:EX

Subject: Re: Funding to bring world Ice Making event to Fernie

Thank you.

From: Newhook, Kelly TAC:EX < Kelly.Newhook@gov.bc.ca>

Sent: April 4, 2018 4:54 PM

To: Smith, Heather

Cc: Carreras, Korleen TAC:EX

Subject: RE: Funding to bring world Ice Making event to Fernie

Hi Heather,

I will forward your request to our Ministry staff and see if there is anything. I've also cc'd Korleen on this email so

that you have it for future reference.

Hope you're well!

Kelly

----Original Message----

From: Smith, Heather [mailto:Heather.Smith@leg.bc.ca]

Sent: Tuesday, April 3, 2018 2:12 PM To: Newhook, Kelly TAC:EX

Subject: Funding to bring world Ice Making event to Fernie

Are you aware of any funding that maybe available to help bring this event to Fernie?

My contact for the EA is Korleen Carerras and her email doesn't come up in the Global Directory.

Heather Smith Constituency Assistant Tom Shypitka, MLA Kootenay East 302 535 Victoria Ave N., Cranbrook, British Columbia V1C6S3

Office: 1 877 417 6022 Fax: (250) 417-6026

Email Heather.Smith@leg.bc.ca

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----Original Message-----

From: Andre Labine [mailto:andre@labinedionne.com]

Sent: Monday, March 26, 2018 8:50 AM
To: Smith, Heather < Heather. Smith@leg.bc.ca>

Cc: Steve and Janet Kuijt < family@kuijt.ca>

Subject: RE: BC Gov News - Funding for ski championship brings boost to tourism in Kootenays

Thanks for this Heather,

The ISSW 2020 will be held from October 4th to 9th in 2020.

Please find attached a brief PowerPoint presentation that I have presented to some groups. We are in the early stages and have work ahead of us.

Can you please advise the process and what we need to do to apply for a grant.

We will be approaching corporate sponsors, e.g. Teck has expressed an interest. Other sponsors would come from the snow sciences corporate community.

Thanks

Andre Labine

Fernie 250-423-6425

From: Carreras, Korleen TAC:EX
To: Holding, Marina TAC:EX
Subject: Expense Receipt

 Date:
 April 17, 2018 11:59:07 AM

 Attachments:
 Doc Apr 17, 2018 at 10-22 AM.pdf

Receipt for travel expense claim E128591

Korleen

 From:
 Carreras, Korleen TAC:EX

 To:
 "Susan Jackson"

 Subject:
 BCAC - Application

 Date:
 April 17, 2018 11:20:07 AM

Attachments: CPD Sept 2017 - Governing Boards (NEW).pdf

image001.png

Susan,

Here is the online Candidate Profile and Declaration for needed for any potential board candidates: https://www2.gov.bc.ca/assets/gov/british-columbians-our-governments/services-policies-for-government/public-sector-management/cabro/fin-900.pdf

Document is also attached.

Korleen

Korleen Carreras, Executive Assistant

Minister's Office Ministry of Tourism, Arts & Culture, Responsible for Sport and Multiculturalism 250-812-5204



From: <u>Carreras, Korleen TAC:EX</u>

To: s.22 Subject: Information

Date: April 16, 2018 11:58:30 AM

Attachments: image001.png

CPD Sept 2017 - Governing Boards (NEW).pdf

Linda,

Great to chat with you last week. Please find attached a candidate profile and declaration form that is required to move forward on any board appointments. Once it you completed the form please email it back to me and I can forward it to the board resourcing office for review.

I have also attached a link to the Medal of Good Citizenship committee: http://www.fin.gov.bc.ca/apps/appointments/boardView.asp?BoardNum=215170

As well as a link to their webpage: https://www2.gov.bc.ca/gov/content/governments/celebrating-british-columbia/honours-and-awards/medal-good-citizenship

Thank you for your interest in the committee. Please let me know if you have any questions.

Korleen

Korleen Carreras, Executive Assistant

Minister's Office Ministry of Tourism, Arts & Culture, Responsible for Sport and Multiculturalism 250-812-5204



 From:
 Carreras, Korleen TAC:EX

 To:
 Boden, Darren FIN:EX

 Subject:
 FW: FW: BC Games Society

 Date:
 April 16, 2018 11:47:06 AM

Attachments: s.22

Darren,

Please see attached.

Korleen

From: s.22

Sent: Wednesday, April 11, 2018 5:09 PM

To: Carreras, Korleen TAC:EX **Subject:** Re: FW: BC Games Society

Hi Korleen,

I have filed in all the part you wrote about along with attaching a couple blogs on the sheet. I will also attach my most recent profile deck which may be helpful as well.

I did reach out to Darren and left a message but just in case I wanted to get this to you today. Thanks

s.22

 From:
 Carreras, Korleen TAC:EX

 To:
 Boden, Darren FIN:EX

 Subject:
 Knowledge Network

 Date:
 April 12, 2018 3:11:47 PM

Attachments: <u>image001.png</u>

Darren,

The Minister would like to move forward with appointing Sarf Ahmed to the Knowledge Network but apparently he hasn't submitted his CPD yet. He was a recommendation from the board resourcing office and we had assumed it had been submitted. Can you please reach out to Sarf to complete the CPD? Thank you.

Korleen

Korleen Carreras, Executive Assistant

Minister's Office Ministry of Tourism, Arts & Culture, Responsible for Sport and Multiculturalism 250-812-5204



 From:
 Carreras, Korleen TAC:EX

 To:
 Boden, Darren FIN:EX

 Subject:
 FW: FW: BC Games Society

 Date:
 April 12, 2018 3:05:56 PM

Attachments: \$.22

Updated CPD from s.22

From: s.22

Sent: Wednesday, April 11, 2018 5:09 PM

To: Carreras, Korleen TAC:EX

Subject: Re: FW: BC Games Society

Hi Korleen,

I have filed in all the part you wrote about along with attaching a couple blogs on the sheet. I will also attach my most recent profile deck which may be helpful as well.

I did reach out to Darren and left a message but just in case I wanted to get this to you today. Thanks

s.22

From: <u>Carreras, Korleen TAC:EX</u>
To: <u>Meadows, Jennifer L TAC:EX</u>

Cc: Newhook, Kelly TAC:EX; Infante, James TAC:EX

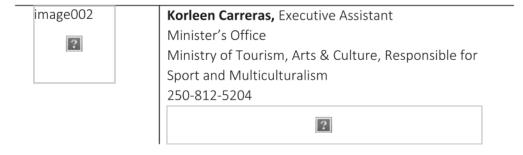
Subject: Re: Knowledge Network

Date: April 11, 2018 4:36:25 PM

Attachments: image004.png

I'll get CABRO to follow up with Sarf regarding the CPD as the recommendation came from their office.

Yes, Please continue to proceed with Doreen with an end date of December 31, 2019.



On Apr 11, 2018, at 2:08 PM, Meadows, Jennifer L TAC:EX < <u>Jennifer.Meadows@gov.bc.ca</u>> wrote:

Hi Korleen,

I've been advised that CABRO does not have a CPD on file for Sarf Ahmed.

We are targeting the May 16^{th} Cabinet date for the appointments but would need to receive the CPD by end of week.

Question regarding Doreen Manuel. A two year appointment was previously approved for Ms. Manuel Can you please confirm if Minister is wanting to proceed with this appointment as well.

Thanks Jennifer

From: Carreras, Korleen TAC:EX **Sent:** Tuesday, April 3, 2018 3:56 PM **To:** Meadows, Jennifer L TAC:EX

Cc: Newhook, Kelly TAC:EX; Infante, James TAC:EX; Beare, Lisa TAC:EX

Subject: Knowledge Network

Jennifer,

Can we please move forward with the following OIC appointments to the Knowledge

Network:

- <!--[if !supportLists]-->1. <!--[endif]-->Norah Bowman (term ending December 31, 2019) CPD and CV attached; and
- <!--[if !supportLists]-->2. <!--[endif]-->Sarf Ahmed (term ending December 31, 2019) CABRO will have his CPD etc.

Thank you and let me know if you need anything further.

Korleen Carreras

<!--[if !vml]-->
<image004.png><!-[endif]-->

Korleen Carreras, Executive Assistant

Minister's Office

Ministry of Tourism, Arts & Culture, Responsible for

Sport and Multiculturalism

250-812-5204

<image005.gif>

From: <u>Carreras, Korleen TAC:EX</u>

To: \$ 22

Subject: FW: BC Games Society

Date: April 9, 2018 4:31:16 PM

Attachments: <u>image003.png</u>

s.22

s.22

Hope you are well.

Our board office has asked that you please complete sections B-6, D, E, F-5, and Part G of the CPD in order to complete the processing. Let me know if you have any questions and I will connect you with someone in the board office.

Thanks!

Korleen Carreras

From: s.22

Sent: Sunday, March 4, 2018 5:26 AM

To: Carreras, Korleen TAC:EX **Subject:** Re: BC Games Society

Hi Korleen,

I tried to move some of the dates around | s.22

s.22

Please let

me know if this is ok.

Thanks

s.22

On Wed, Feb 28, 2018 at 8:12 PM, Carreras, Korleen TAC:EX < Korleen.Carreras@gov.bc.ca > wrote: s.22

Just following up on this. Let me know if you are still interested and/or if you would like to connect.

Korleen Carreras

From: Carreras, Korleen TAC:EX

Sent: Monday, February 5, 2018 3:57 PM

To:s.22

Subject: BC Games Society

s.22

I'm following up on your interest in the BC Games Society Board.

I understand that you are on your way, or already there, to the Olympic games and we can't connect via phone until your return. In order to start the process we will first need you to complete a candidate profile and declaration form (attached) and return to my attention. Any further board information can be found here:

https://www2.gov.bc.ca/gov/content/governments/organizational-structure/ministries-organizations/central-government-agencies/crown-agencies-and-board-resourcing-office

Feel free to email with any questions.

Enjoy your time at the Olympics and give me a call when you return.

Korleen

Korleen Carreras, Executive Assistant Minister's Office Ministry of Tourism, Arts & Culture, Responsible for Sport and Multiculturalism 250-812-5204



From: To: <u>Carreras, Korleen TAC:EX</u> <u>Boden, Darren FIN:EX</u>

Subject: Date: BCGS

April 5, 2018 9:24:16 AM

Attachments:

00006315.pdf

s.22

image001.png

Darren,

As per our discussion this morning, please find attached 3 potential candidates for the BC Games Society board.

Korleen

Korleen Carreras, Executive Assistant

Minister's Office Ministry of Tourism, Arts & Culture, Responsible for Sport and Multiculturalism 250-812-5204

