

January 1, 2018

Monday

8:30 AM - 5:00 PM

STAT: New Years Day

January 2, 2018

Tuesday

8:30 AM - 9:00 AM

8:30-9:00am - Daily Communications Meeting --

10:00 AM - 10:30 AM

Jill/David Hume re: Touch Base

12:00 PM - 1:00 PM

Lunch and Eapprovals

1:00 PM - 1:30 PM

David C: touch base --

1:30 PM - 3:30 PM

Do Not Book

3:30 PM - 4:00 PM

Jill/Stu re: Chat

January 3, 2018

Wednesday

8:30 AM - 9:00 AM

8:30-9:00am - Daily Communications Meeting --

9:00 AM - 9:30 AM

Jill/JC: touch base --

10:00 AM - 10:30 AM

Jill/Dawson re Computers for Schools BN

12:00 PM - 1:00 PM

Lunch and Eapprovals

1:30 PM - 1:45 PM

Call re GCIO

2:00 PM - 2:30 PM

Susan: touch base --

3:00 PM - 3:30 PM

DM Mtg: Jill/Colin/Trish & Jeannette re: Minister's Tours

January 4, 2018

Thursday

8:30 AM - 9:00 AM

8:30-9:00am - Daily Communications Meeting --

9:00 AM - 9:30 AM

Private Appointment

January 4, 2018 Continued

Thursday

10:00 AM - 11:00 AM	Jill/Colin re org priorities
11:00 AM - 11:30 AM	Jill/Marnie Mayhew re: Touch Base
11:30 AM - 12:00 PM	Phone call: Jill/Mariana Gerenska re: Discuss New Learning Resources Project on ethics and values
12:00 PM - 1:00 PM	Lunch and Eapprovals
1:00 PM - 1:30 PM	1:00 Fazil, Jill Kot, Hayden, Sue
1:30 PM - 1:45 PM	Call with Brad W.
2:00 PM - 2:30 PM	Private Appointment
2:30 PM - 3:00 PM	Trish: weekly touch base --
3:00 PM - 4:00 PM	Jill/Niki/Paul Stokes of Gartner re: CIO Competencies
4:00 PM - 4:30 PM	Jill/Bobbi/Pam Ness re: Web Archiving and BC Gov Site

January 5, 2018

Friday

8:30 AM - 9:00 AM	8:30-9:00am - Daily Communications Meeting --
9:30 AM - 11:00 AM	Jill/Sarf/Sunny re: Transition
11:00 AM - 12:00 PM	Jill/JC/Jennifer: touch base --
12:00 PM - 1:00 PM	Lunch and Eapprovals
1:00 PM - 2:00 PM	FW: MEETING: Don Wright, Jackie Hendry, Brad Williams, Chad Hoskins - FOI
2:30 PM - 3:00 PM	Jill Kot, DM, Ministry of Citizens' Services & Kimberly Nemrava, VP BC & Yukon Canadian Red Cross re: Update: BC Wildfires Recovery
3:00 PM - 3:30 PM	Eapprovals/emails/office work
3:30 PM - 4:30 PM	Bi-weekly: Jill & Colin (Mtg Series ends Dec 21/18) --

January 6, 2018

Saturday

9:00 AM - 11:00 AM

Private Appointment

January 8, 2018

Monday

8:30 AM - 9:00 AM

8:30-9:00am - Daily Communications Meeting --

9:30 AM - 10:00 AM

Jill and Sarf - Touch Base

10:00 AM - 10:30 AM

Jill/JC: touch base --

10:30 AM - 11:15 AM

Jill/Bev/Ron & Sophia re: FPT DM's Table on Service Delivery Collaboration

11:30 AM - 11:45 AM

Jill, Sarf, Sunny, Jeannette re Capital Park

12:00 PM - 1:00 PM

Lunch and Eapprovals

1:00 PM - 1:30 PM

Jill / Bobbi - DMCPSC Prep

1:45 PM - 2:15 PM

Allison/Jill - meeting

2:30 PM - 4:30 PM

Citizens' Services Executive Committee meetings (Mtg Series end Dec 17/18) --

January 9, 2018

Tuesday

8:30 AM - 9:00 AM

8:30-9:00am - Daily Communications Meeting --

9:00 AM - 11:00 AM

Strategic Contracts: Kirsten Tisdale/John Bethel/Christian Kittleson/Cory Smith (EY) & Jill Kot/Bobbi Sadler/Pelle Agerup/Kerry Pridmore (Province of BC)

11:30 AM - 12:00 PM

SeeMore Art Gallery Ribbon Cutting

January 9, 2018 Continued

Tuesday

12:00 PM - 1:00 PM Lunch and Eapprovals

1:00 PM - 1:30 PM Bev: touch base --

2:00 PM - 2:15 PM Kevin French, DM Ministry of Govt and Consumer Services re FPT DMs' Table on Service Delivery Collaboration Jan 12

3:00 PM - 4:30 PM DMCSI (Deputy Ministers' Committee on Social Initiatives) --

January 10, 2018

Wednesday

7:00 AM - 8:00 AM Breakfast: Jill Kot/Dave Byng

8:30 AM - 9:00 AM 8:30-9:00am - Daily Communications Meeting --

9:00 AM - 9:30 AM Jill/JC: touch base --

10:00 AM - 10:30 AM Jill/Angela Frattaroli re: Touch Base

10:30 AM - 11:00 AM Jill/Sally re: Touch Base

11:00 AM - 11:30 AM Jill/Sue Arthur & Ian Donaldson

11:30 AM - 11:45 AM Jill/Susan - call re: Connected Coast

12:00 PM - 1:00 PM Lunch and Eapprovals

1:00 PM - 1:30 PM Jill/Trace re: Follow-up Chat

2:00 PM - 4:30 PM DMCPSC (Recurring mtg ends 05/22/2018) --

January 11, 2018

Thursday

7:00 AM - 8:00 AM Personal Information

8:30 AM - 9:00 AM 8:30-9:00am - Daily Communications Meeting --

January 11, 2018 Continued

Thursday

9:00 AM - 9:30 AM	Jill/Pia Molina Bejar
9:30 AM - 10:30 AM	Jill/Colin re: Review Forecast
10:30 AM - 11:15 AM	Jill/CJ re: Touch Base
11:30 AM - 12:00 PM	Jill/Bobbi & Kerry
12:00 PM - 1:00 PM	Lunch
2:00 PM - 3:00 PM	Jill/JC/Jennifer: touch base --
3:30 PM - 4:30 PM	OAG Mtg with Jill/Ian & Cornell re IT Asset Mgmt and IDIR Account Mgmt

January 12, 2018

Friday

8:30 AM - 9:00 AM	8:30-9:00am - Daily Communications Meeting --
9:00 AM - 9:15 AM	CALL: Wilf/Jill re NRS Review
10:00 AM - 11:30 AM	Table des SM FPT sur la collaboration en matière de prestation de services -- le 12 janvier 2018 FPT DMs' Table on Service Delivery Collaboration -- January 12, 2018
11:30 AM - 12:00 PM	Jill/Sunny/Ivonne (Sarf not available) re: Prebrief discussion re: MST Nations
12:00 PM - 1:00 PM	Lunch & eApprovals
1:00 PM - 1:30 PM	Jill/Mike Cobby re: New things around UC
1:30 PM - 2:00 PM	Jill / Susan Touchbase
2:00 PM - 2:30 PM	Office Time
2:30 PM - 3:00 PM	Trish: weekly touch base --
3:00 PM - 3:30 PM	Bi-weekly: Jill/Ian D (Mtg series ends Mar 30/18) --
3:30 PM - 4:00 PM	Jill/Sunny re: Jan 18 Capital Park Event

January 12, 2018 Continued

Friday

4:00 PM - 4:30 PM

Jill/Sandra Der re: Touch Base

January 13, 2018

Saturday

9:00 AM - 12:00 PM

Private Appointment

January 15, 2018

Monday

8:30 AM - 9:00 AM

8:30-9:00am - Daily Communications Meeting --

9:30 AM - 11:00 AM

Citizens' Services Executive Committee meetings (Mtg Series end Dec 17/18) --

11:30 AM - 12:00 PM

Weekly FOI Calls

12:00 PM - 12:30 PM

Lunch/eApprovals

1:00 PM - 3:00 PM

1:00 PM DMC SSP

3:00 PM - 3:30 PM

Jill/CJ - Security Concern

3:30 PM - 4:00 PM

Re: Michael Larson & Norseman Info Services Corp

4:00 PM - 4:30 PM

Bi-weekly: Jill/Bobbi (Mtg series ends Dec 19/18) --

5:30 PM - 6:00 PM

Elizabeth to call Jill

January 16, 2018

Tuesday

8:30 AM - 9:00 AM

8:30-9:00am - Daily Communications Meeting --

9:00 AM - 9:45 AM

MIN MEETING: 9:00 to 9:45 am - Ministry Service Plan Briefing

10:00 AM - 10:45 AM

10:00 to 10:45 - Connectivity Briefing with Minister Simpson

11:00 AM - 12:00 PM

MEETING: Don Wright, Lori Halls and Jill Kot - DM Succession Management

12:30 PM - 1:00 PM

Lunch

January 16, 2018 Continued

Tuesday

1:00 PM - 2:30 PM	MINISTER: Roundtable
1:05 PM - 1:45 PM	MIN Roundtable - Connectivity Strategy
1:45 PM - 2:00 PM	MIN Roundtable - Request from IT for Learning Society
2:15 PM - 2:30 PM	MIN Roundtable - BC Services Card
3:00 PM - 4:30 PM	Retirement Celebration for ^{Personal Information}
4:30 PM - 5:30 PM	Travel
5:30 PM - 6:05 PM	Flight
6:15 PM - 6:45 PM	Hotel

January 17, 2018

Wednesday

9:00 AM - 10:00 AM	Connected Coast Announcement
10:00 AM - 10:30 AM	Jill/JC: Touch Base
11:00 AM - 11:30 AM	MINISTER: Weekly Touch Base --
11:30 AM - 12:30 PM	Lunch
1:00 PM - 2:30 PM	Work at ^{Security Concern}
3:15 PM - 4:00 PM	MINISTER: 3:15 to 4:00pm - Connectivity Briefing with Minister Mark
4:00 PM - 5:00 PM	Travel
5:10 PM - 5:45 PM	Flight

January 18, 2018

Thursday

8:30 AM - 9:00 AM	8:30-9:00am - Daily Communications Meeting --
9:00 AM - 9:15 AM	Phone Call: Jill/David re: FOI

January 18, 2018 Continued

Thursday

9:30 AM - 10:15 AM **MINISTER: Briefing with Minister Donaldson, RE: Connectivity**

11:00 AM - 11:30 AM **Jill/Sarf/Jodi re: Service Plan**

12:00 PM - 12:45 PM **MINISTER: Minister Fraser Connectivity Briefing**

1:00 PM - 1:45 PM **MINISTER: Procurement Update/Prep**

2:00 PM - 2:30 PM **MINISTER: Minister Heyman Connectivity Briefing**

3:00 PM - 4:00 PM **Capital Park Celebration - Invitation**

3:00 PM - 4:00 PM **Minister: Capital Park Celebration Event**

4:15 PM - 5:00 PM **MINISTER: Briefing with Minister Fleming re Connectivity**

January 19, 2018

Friday

8:30 AM - 9:00 AM **8:30-9:00am - Daily Communications Meeting**

8:40 AM - 9:00 AM **Conference Call: Jill/Sunny/MO Staff**

9:00 AM - 10:00 AM **Jill/Jeanette/Jen re: Touch Base**

10:30 AM - 11:00 AM **MINISTER: 10:30-11:00am - Pre-Brief for MST Nations**

11:00 AM - 12:00 PM **MINISTER: 11:00-12:00pm - Meeting with MST Nations and Deputy Minister Carole James**

12:00 PM - 12:30 PM **Lunch and Eapprovals**

12:15 PM - 12:30 PM **Amanda Farrell / Jill Kot**

12:30 PM - 1:00 PM **Jill/Susan**

1:30 PM - 3:00 PM **DMC - Emergency Management --**

3:30 PM - 4:30 PM **David C: touch base --**

4:30 PM - 4:45 PM **Jill/Mike re: Touch Base**

January 22, 2018

Monday

8:00 AM - 8:30 AM	Jill/Bev re: Service Card from HLTH/CITZ Update
8:30 AM - 9:00 AM	8:30-9:00am - Daily Communications Meeting --
9:15 AM - 9:30 AM	Jill/Bobbi re: Final Procurement Material
9:30 AM - 11:30 AM	Citizens' Services Executive Committee meetings (Mtg Series end Dec 17/18) --
9:45 AM - 10:45 AM	CITZ ExComm - Agenda Item: Funding Model
10:45 AM - 11:05 AM	CITZ ExComm Meeting - Agenda Item: CITZ Cellular Policy
11:30 AM - 12:30 PM	Lunch and Eapprovals
12:30 PM - 1:45 PM	HOLD - Minister Roundtable (Mtg series ends Dec 17/18) --
12:30 PM - 1:00 PM	MIN Roundtable: Ministry Service Plan
1:00 PM - 1:20 PM	MIN Roundtable: Vancouver Island University Pre-Brief
1:20 PM - 1:45 PM	MIN Roundtable: Membership of Abbotsford Community Liaison Committee
2:00 PM - 2:30 PM	Jill/Bobbi
2:45 PM - 3:15 PM	MINISTER: Minister & Jill
3:30 PM - 6:00 PM	Retirement Celebration for <small>Personal Information</small>

January 23, 2018

Tuesday

8:00 AM - 8:45 AM	CONFERENCE CALL: DM Session on Succession Management
9:00 AM - 9:30 AM	Jill/Sarf/Sunny & Bill Tomana re: DMIIF Pre-brief
9:30 AM - 10:30 AM	NRS/NRPP consulting engagement interview
10:30 AM - 11:00 AM	Jill/Jackie Redmond re: Touch Base
11:00 AM - 11:30 AM	Jill/Victoria Fennell re: Touch Base

January 23, 2018 Continued

Tuesday

11:30 AM - 12:00 PM Jill/JC: touch base --

12:00 PM - 1:30 PM Lunch and Eapprovals/FOI

2:00 PM - 4:30 PM DMCSI (Deputy Ministers' Committee on Social Initiatives) --

4:30 PM - 5:00 PM CONFERENCE CALL: Lori, Rueben and Jill RE: DMCPSE

January 24, 2018

Wednesday

7:00 AM - 8:00 AM Breakfast with Jill Kot and Keith Godin

8:30 AM - 9:00 AM 8:30-9:00am - Daily Communications Meeting --

9:00 AM - 9:30 AM Jill/JC: touch base --

9:30 AM - 10:15 AM Prepare Speaking Notes

10:15 AM - 10:45 AM Jill/Corrie Barclay re: Touch Base

10:45 AM - 11:15 AM Weekly FOI Calls (Mtg Series ends Dec 19/2018) --

11:15 AM - 11:30 AM Phone Call: Jill/Bev re: Services Card

12:00 PM - 1:00 PM Lunch

1:00 PM - 3:00 PM Out of office

3:00 PM - 4:00 PM Jill/Sarf re: Transition

4:00 PM - 5:00 PM Office Time

January 25, 2018

Thursday

8:30 AM - 9:00 AM 8:30-9:00am - Daily Communications Meeting --

January 25, 2018 Continued

Thursday

9:00 AM - 9:30 AM Office Time

9:30 AM - 10:00 AM Jill/CJ/Corinne & Yongmei re: IM/IT CIB Prebrief Mtg (Mtg Feb 2)

10:00 AM - 10:30 AM Jill/CJ re: Weekly Touch Base

10:45 AM - 11:15 AM MINISTER: Meet & Greet - Jill and CJ Ritchie

11:30 AM - 12:15 PM 11:30 to 12:15 - Minister Connectivity Briefing with Parliamentary Secretary Rick Glumac

12:30 PM - 1:30 PM Lunch and Eapprovals

1:30 PM - 2:00 PM MINISTER: 1:30 to 2:00 pm - Connectivity Briefing with Minister Trevena

2:15 PM - 2:45 PM Trish: weekly touch base --

2:45 PM - 3:15 PM DM Pre-brief w/Jill & Bobbi & Pam Ness re: Naming Policy and Prep for Tour (Min Mtg Jan 26)

3:15 PM - 3:45 PM Jill/Bobbi/Kerry re: Next Steps - Procurement

3:45 PM - 4:45 PM Bi-weekly: Jill/Ian D (Mtg series ends Mar 30/18) --

6:00 PM - 8:00 PM Executive Dinner with Ian Bailey

January 26, 2018

Friday

8:10 AM - 8:30 AM MINISTER: 8:10-8:30 am - Pre Brief for Call with Jill Kot & Bobbi Sadler in Prep for Call in Meeting with Minister Trevena RE: Procurement

8:30 AM - 3:00 PM DM Session on Succession Management

8:30 AM - 9:00 AM MINISTER: 8:30 to 9:00 am - Meeting with Minister Trevena and Minister Sims in Prep for Procurement

3:15 PM - 3:30 PM Jill/JC: touch base --

3:30 PM - 4:30 PM Jill/JC/Jennifer: touch base --

January 29, 2018

Monday

6:00 AM - 6:45 AM	Jill/Ron - Meet at <small>Security Concern</small>
6:45 AM - 8:00 AM	Travel to Nanaimo with Ron Hinshaw
8:00 AM - 4:00 PM	Minister Tour - Nanaimo
4:00 PM - 5:00 PM	Travel
5:00 PM - 6:00 PM	Check-in
6:00 PM - 6:20 PM	Flight
6:30 PM - 7:00 PM	Hotel

January 30, 2018

Tuesday

All Day	FYI - Minister Tour - Jan 29 & 30 - Mid and North Island: Nanaimo, Courtenay/Comox, Campbell River
7:00 AM - 8:00 AM	Breakfast with COO Leslie MacLean and Sylvie Bérubé, Assistant Deputy Minister, Western Canada and Territories
8:00 AM - 9:30 AM	Travel & Check-in
9:30 AM - 10:30 AM	Flight
10:30 AM - 1:00 PM	DO NOT BOOK
1:00 PM - 2:00 PM	Jill/Colin
2:30 PM - 4:30 PM	DMCPSI

January 31, 2018

Wednesday

8:30 AM - 9:00 AM	8:30-9:00am - Daily Communications Meeting --
9:00 AM - 11:30 AM	Cabinet

January 31, 2018 Continued

Wednesday

11:30 AM - 12:00 PM

Jill/JC: touch base --

12:00 PM - 12:45 PM

Lunch/eApprovals/FOI

1:15 PM - 2:15 PM

MINISTER TOUR: 1:15-2:15 pm - BC Mail Plus Tour

2:45 PM - 3:15 PM

MINISTER: 2:45 to 3:15 pm - Final Service Plan Briefing

3:30 PM - 4:00 PM

Jill/Bev/Colin/Stu/Carol /Chris re: Mainframe Migrations/Modernization Project

