

RE: Preparing Materials for PD&G Sept 12th

From: "Chatburn, Kelsea (CAB)" <kelsea.chatburn@ontario.ca>
To: "Porter, Jay (CAB)" <jay.porter@ontario.ca>, "Madhany, Shamira (CAB)" <shamira.madhany3@ontario.ca>, "Niyaz, Fatima (CAB)" <fatima.niyaz@ontario.ca>, "Johnston, John (CAB)" <john.johnston3@ontario.ca>, "Brezer, David (CAB)" <david.brezer@ontario.ca>, "Moore, Karen (CAB)" <karen.moore4@ontario.ca>, "Gilbert, Tamara (CAB)" <tamara.gilbert@ontario.ca>, "Francis, Robert (CAB)" <robert.francis2@ontario.ca>, "Astill, Michelle (CAB)" <michelle.astill@ontario.ca>
Cc: "Foster, Robert (CAB)" <robert.foster@ontario.ca>, "Chatburn, Kelsea (CAB)" <kelsea.chatburn@ontario.ca>, "Lee, Jaimie (CAB)" <jaimie.lee3@ontario.ca>, "Omole, Cecilia (CAB)" <cecilia.omole2@ontario.ca>, "Bhatti, Anika (CAB)" <anika.bhatti2@ontario.ca>
Date: Mon, 21 Aug 2017 12:51:41 -0400
Attachments: DRAFT-PD+G Deck (2017-08-21)V2.pptx (223.1 kB)

Hi John,

Thanks for following up, just looping in 4th floor folks on the new proposed approach. Given the busy Cabinet preparation schedule this week, we are proposing to revise the original request and just have policy teams make the following updates by Friday, August 25 2017, includin:

1. Update PD&G deck to capture appropriate info on risks and status – see updated template attached. Note, we have pre-populated the key risks section with the latest August updates teams have been working on for review and updates.
2. Ensure the Digital Risk Tracker Pilot (Tracker) database is up to date with milestones, specifically from the September 2017 to September 2018 time period, including milestone name and description. Monday we will pull the milestones from the system to populate the appendix of the PDG deck before circulating it one more time to teams for validation.

Next steps:

- Early the week of August 28—SIB will consolidate input on the slide deck and create an appendix using milestone description information from the September 2017-2018 that has been inputted in the system.
 - o SIB will share the revised deck with 6th and 4th floor policy teams for validation
- September 1, 2017—draft deck will support a PD&G planning meeting with ADM/ECs/DMO

Please don't hesitate to contact myself, Cecilia Omole or Anika Bhatti if you have any questions.

Thanks,

Kelsea Chatburn
416.326.6665

From: Johnston, John (CAB)
Sent: August 21, 2017 9:46 AM

To: Chatburn, Kelsea (CAB)
Cc: Greenberg, Martha (CAB); Brezer, David (CAB); Moore, Karen (CAB)
Subject: RE: Preparing Materials for PD&G Sept 12th

Hi Kelsea,

Thanks for chatting! Just to bring everyone on same page, I believe our new approach for this request would be:

- Get rid of template #1 as we can update the deck and capture the appropriate information on risks and status.
- Ensure that Advisors update the MYAP system so that you can pull information from there to populate template on narrative #2 – meaning we won't populate template #2. Your group can send us the narrative information so that we can review and ensure it is appropriate.

Is this okay on your end? We just want to be mindful on overlap of products, and we would prefer sending just one document to Advisors to update (on top of ongoing MYAP system updates).

Call me if you want to chat further.

Thanks again,

John Johnston
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From: Porter, Jay (CAB)
Sent: August-20-17 9:52 AM
To: Madhany, Shamira (CAB); Niyaz, Fatima (CAB); Johnston, John (CAB); Greenberg, Martha (CAB); Brezer, David (CAB); Moore, Karen (CAB); Gilbert, Tamara (CAB); Francis, Robert (CAB)
Cc: Foster, Robert (CAB); Chatburn, Kelsea (CAB); Lee, Jaimie (CAB); Omole, Cecilia (CAB); Bhatti, Anika (CAB)
Subject: Preparing Materials for PD&G Sept 12th

Hi everyone,

We're in the process of updating the Priorities Report for the September 14th PD&G meeting (mentioned in Rob Foster's email below). You may recall that we prepared a Priorities Report back in June, capturing the progress to date, where we're going and key activity risks.

September's Priorities Report will be similar in structure with a focus on upcoming milestones and risks to delivery as well as what success will look like once each key activity is fully implemented.

Given tight timelines, we're requesting CO policy advisors:

Populate the core report table with status and key risks for priority key activities using **Template 1**

Update milestones for priority key activities covering Sept 1, 2017 - Sept 30, 2018 in the **Digital Risk Tracker system**

Provide narrative text for Sept 1, 2017 – Sept 30, 2018 milestones using **Template 2**

The June report is attached for reference and additional instructions are provided inside the templates. At this time, we're asking for CO policy advisors to complete all 3 parts and return the attached templates by **EOD Friday August 25** to **Anika Bhatti and Cecilia Omole**. Anika and Cecilia will be preparing and sharing a draft report for the planning meeting scheduled on September 1, 2017.

Key Upcoming Dates

DATE	ACTION
Friday August 25	Inputs due to SiB by end of day
Friday September 1	Planning meeting with ADMs/ECs ▪ Draft Priorities Report will be provided by SiB
Thursday September 14	PD&G Meeting

If you have any questions, feel free to contact Kelsea or reach out to Anika or Cecilia.

Thanks!
Jay

From: Foster, Robert (CAB)

Sent: August 16, 2017 9:30 AM

To: Greenberg, Martha (CAB); Madhany, Shamira (CAB)

Cc: Johnston, John (CAB); Niyaz, Fatima (CAB); Porter, Jay (CAB); Chatburn, Kelsea (CAB); Boyko, Cody (CAB); Lee, Jaimie (CAB); Frndova, Lucia (CAB)

Subject: PD&G Sept 12th

Martha/Shamira – just a heads up that the SIB team is going to be canvassing your advisors to populate an update to the deck Steven took to PD&G in the summer.

At a high level – will be focused on the coming year (September to September) and take a bit of a deeper dive on the delivery risks and potential for and impacts of slippage.

Lucia is also going to pull together some material that could outline the context for the leg session, in terms of what they have in the hopper already, what policy items could have leg requirements and the limited bandwidth we have for new bills.

We'll probably bring everyone all together later next week (or the week after) but SIB is going to pull an early draft together and share with folks in advance.