

FW: Follow-up: SCOPA prep kick-off discussion

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Date: Fri, 12 Jan 2018 14:37:27 -0500
Attachments: SCOPA_Swim Lanes_DRAFT_20180112.xlsx (17.4 kB); SCOPA_Meeting Agenda_DRAFT_20180112 v2.docx (43.22 kB); SCOPA Issues Overview Template.docx (48.31 kB)

FYI –

For your awareness sharing a summary of this morning's kick off meeting with comms counterparts in Energy and MOF to support preparations for our appearance at SCOPA on Feb 28. Subject to your agreement, we are proposing to use the attached materials as the basis for the comms portion of DM pre-brief next Friday. The summary chart of recommendations would also be useful for this meeting if ready. Happy to grab a few minutes next week to discuss the plan in more detail but wanted to keep everyone in the loop in the meantime.

From: DiMuzio, Sofie (TBS)
Sent: January-12-18 2:24 PM
To: Maloney, Martha (MOF); Sullivan, Bryant (TBS); Miller, Amanda (TBS); Whytock, John (ENERGY); Whytock, John (CAB); Lyon, Sam (ENERGY); Spadoni, Peter (MOF); Vrancart, Kate (TBS); Tharani, Alisha (TBS); Ovenden, Erin (TBS); Nutter, George (ENERGY); Hendy, Adam (ENERGY)
Subject: Follow-up: SCOPA prep kick-off discussion

Hi all,

Thanks for the SCOPA prep kick-off discussion this morning.

In follow-up, to highlight key upcoming dates:

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Friday January 19th

- Briefing meeting with ministry DMOs
- It's suggested to come prepared with anticipated key issues; three potential member/long-form questions; and that we're ready to discuss the 'swim lanes' document that identifies ministry/agency roles in responding to questions

Week of January 22nd: Date TBD

- Briefing meeting with ministry DMOs & MOs

And, as discussed, see attached for:

Draft agenda for January 19th

Draft 'Swim Lanes'/Roles Overview

If we could have your input on this piece by **Wednesday January 17th** , it would be appreciated. The format of this document is broken down by issue and recommendation as laid out in the Public Accounts chapter. As part of your review, if there are other key issues not reflected on this list please add them.

SCOPA Issues Overview Template

We've found this document useful to help guide our initial preparations; it includes areas for environmental scans, key issues, top QAs, member QAs, supporting products, etc.

- We will continue to work on the TBS Deputy Minister's opening remarks, and will share a first draft with your teams next week for review.

And finally, if you could please send us your point person for this file; at this time, we have:

TBS	MOF	MOE
Alisha Tharani	Peter Spadoni	

Thanks very much to all,

Sofie Di Muzio
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