

RE: CO Request for Top 10 HBNs

From: "Donaldson, Mark (TBS)" <mark.donaldson@ontario.ca>
To: "Veinot, Cindy (TBS)" <cindy.veinot@ontario.ca>
Cc: "Hosick, Sarah (TBS)" <sarah.hosick@ontario.ca>
Date: Wed, 16 May 2018 12:54:51 -0400
Attachments: Pension Asset Accounting HBN May 9 2018 (AT) (CV).doc (172.03 kB)

Hi Cindy – here's Pension Asset – I reworked the upfront piece per Karen's comments below (highlighted).

Mark

From: Hosick, Sarah (TBS)
Sent: May 15, 2018 1:37 PM
To: Donaldson, Mark (TBS)
Subject: FW: CO Request for Top 10 HBNs

Hi Mark,

Please see below and attached for Karen's comments on the housebook notes. Did you want to take a first look/make changes before sending it to Cindy for her review/approval?

As Patrick said, the formatting and structure changes is probably something Comms will do, with our focus being on content.

Thanks,
Harpreet

From: Laughton, Patrick (TBS)
Sent: May 15, 2018 1:17 PM
To: Hosick, Sarah (TBS)
Subject: RE: CO Request for Top 10 HBNs

Hi Harpreet –

Karen had a chance to review the notes and has some comments:

- FHP: see attached
- Pension Asset: She would like this to be re-positioned somewhat given the change in the note title and the timing (i.e., less about the panel details upfront and more considerate of recent commentary e.g., FAO/OAGO/political). Additionally, some of the bullets are really long and it might be worthwhile to format a bit differently to make this a bit more user friendly.
- Public Accounts: Can we add reference to the pre-election report somewhere appropriate? It's forward looking but is essentially the most recent review of the accounts. She's ok with the rest of it but thinks someone needs to take a look again once all the track changes are tidied up to ensure the structure still works (this is probably something that Comms will/could do once the content is landed).

If any of this is unclear please don't hesitate to give me a call.

Thank you.

P.

From: Hosick, Sarah (TBS)
Sent: May-14-18 2:18 PM
To: Laughton, Patrick (TBS)
Subject: FW: CO Request for Top 10 HBNs

Hi Patrick,

As discussed, please find attached the three HBNs relevant to OPCD. Mark Donaldson provided his comments, after which Cindy reviewed and provided hers.

Please let me know if you require anything further from my end.

Thanks!
Harpreet

From: Veinot, Cindy (TBS)
Sent: May 14, 2018 12:50 PM
To: Hosick, Sarah (TBS)
Cc: Jack, Shannon (TBS)
Subject: RE: FOR APPROVAL - CO Request for Top 10 HBNs

See attached with my edits – Cindy

From: Hosick, Sarah (TBS)
Sent: May 14, 2018 10:57 AM
To: Veinot, Cindy (TBS)
Cc: Jack, Shannon (TBS)
Subject: FOR APPROVAL - CO Request for Top 10 HBNs

Hi Cindy,

Cabinet Office has requested each ministries top 10 housebook notes (HBN). TBS-Comms has scrubbed ours to be more fact-based and neutral in tone. Mark has reviewed the three that OPCD is responsible for and has made minor comments.

- Public Accounts HBN – minor comments
- Fair Hydro Plan Accounting – minor comments
- Pension HBN – no change

TBS Comms is hoping to have the ADM approved notes back by end of day today. If you have an issues with the timeline, please let me know and I will speak to them.

Thank you,
Harpreet

From: Donaldson, Mark (TBS)
Sent: May 14, 2018 10:28 AM
To: Hosick, Sarah (TBS)
Cc: Jack, Shannon (TBS)
Subject: RE: CO Request for Top 10 HBNs

Hi Harpreet – some minor comments in the attached. No change to the Pension HBN.

Thanks.

From: Hosick, Sarah (TBS)
Sent: May 14, 2018 9:38 AM

To: Donaldson, Mark (TBS)
Cc: Jack, Shannon (TBS)
Subject: RE: CO Request for Top 10 HBNs

Hi Mark,

Further to the email below, I just wanted to follow up on the status of the housebook notes for Cindy's review.

Thank you,
Harpreet

From: Hosick, Sarah (TBS)
Sent: May 9, 2018 5:23 PM
To: Donaldson, Mark (TBS)
Cc: Jack, Shannon (TBS)
Subject: FW: CO Request for Top 10 HBNs

Hi Mark,

Further to our conversation, attached please find the three housebook notes (HBNs) that OPCD is responsible for. TBS-Comms is requesting ADM approved notes by EOD Monday so if you can have your approval to us by EOD Friday latest so Cindy has time to review Monday we would really appreciate it.

Thanking you in advance for your assistance (again),

Gabrielle

From: Thiru, Durga (TBS)
Sent: May 9, 2018 4:08 PM
Subject: CO Request for Top 10 HBNs

Hello EAs,

As we move into the election period, Cabinet Office Communications has asked all ministries to provide their top 10 updated Housebook Notes (HBNs) by Friday, May 25.

Our Issues unit has scrubbed the notes to be more fact-based and neutral in tone. We followed the guidelines prescribed in the attached tip sheet on avoiding partisan language.

In order to meet the May 25 deadline, we'll need your quick review and ADM approval. I have attached the scrubbed HBNs in the list below.

1. Broader Public Sector Executive Compensation (CPSLRC)
2. Bulk Media Buy (CSD)
3. Collective Bargaining Activity (CPSLRC)
4. Cyber Security & Network Protection (OCCIO)
5. Fair Hydro (OTB-OPC)
6. Government Advertising Act (Legal)
7. OPSEU Corrections Bargaining (CPSLRC)
8. Pension Asset Accounting (OTB-OPC)
9. Public Accounts (OTB-OPC)
10. Procurement Policy General (OTB-PPD)

Please review the notes you are responsible for and return the approved HBNs to Issues by EOD Monday, May 14 .

As always, we appreciate your support. Please don't hesitate to contact me, Kendall, Elena or Alisha with any questions.

Thanks,

Durga Thiru

Senior Issues and Media Advisor
Communications Branch | Treasury Board Secretariat
77 Wellesley Street West, Ferguson Block
Toronto, ON M7A 1N3
Tel: 416-326-8533