September 20, 2016

Dear [Name],

Re: Your request for access to information under Part II of the Access to Information and Protection of Privacy Act [Our File #:EC-31-2016]

On August 22, 2016, Executive Council received your requests for access to the following records/information:

"Any and all correspondence related to the appointment of Lauren Wiseman to director of communications." (EC/31/2016)

&

"All records that relate to the appointment of each of the following individuals: George Joyce, Lynn Sullivan, Paula Walsh, Ted Lomond, Tony Grace, Lauren Wiseman." (EC/32/2016)

On August 30, 2016 you confirmed both requests could be processed under EC/31/2016. We are unable to provide you with records that are considered an agenda, minute or other record of Cabinet. Therefore, access to these records is withheld in accordance with the following exceptions to disclosure, as specified in the Access to Information and Protection of Privacy Act (the Act):

27. (1) In this section, "cabinet record" means

(e) an agenda, minute or other record of Cabinet recording deliberations or decisions of the Cabinet;

(2) The head of a public body shall refuse to disclose to an applicant

(a) a cabinet record;

The Clerk of Executive Council has carefully examined and considered all records, materials and information withheld associated with this request and is satisfied that it does not meet the test for disclosure in accordance with subsection 27(3) of the Act.

I am pleased to inform you that your request for access to the remaining records has been granted in part. Portions of the attached information have been removed as they are non-responsive or in accordance with subsection 40(1) of the Act, which states:
40(1) The head of a public body shall refuse to disclose personal information to an applicant where the disclosure would be an unreasonable invasion of a third party's personal privacy.

Please note the following information has been fully redacted from the package:

- Tab 1
  - Pages 2-6 contains the resume of Mr. Joyce and is removed in accordance with Section 40(1)

- Tab 6
  - Pages 2-3 contains the resume of Ms. Wiseman and is removed in accordance with Section 40(1)

- Tab 7
  - Pages 18-21 and 34-37 contains the resumes of Ms. Sullivan and Mr. Lomond and are removed in accordance with Section 40(1)
  - Pages 12-17, 22-33, and 38-41 are removed as they are non-responsive
  - Pages 42-53 are removed in accordance with Section 27(1)(c) and 27(2)(a)

For your information, the Orders in Council related to the executive appointments can be found on our website at http://www.exec.gov.nl.ca/exec/cabinet/oic/index.html. For your convenience, we have included links for the following:


As required by 8(2) of the Act, we have severed information that is unable to be disclosed and have provided you with as much information as possible. In accordance with your request for a copy of the records, the appropriate copies have been enclosed.

You may appeal this decision and ask the Information and Privacy Commissioner to review the decision to provide partial access to the requested information, as set out in section 42 of the Act (a copy of this section of the Act has been enclosed for your reference). A request to the Commissioner must be made in writing within 15 business days of the date of this letter or within a longer period that may be allowed by the Commissioner. Your appeal should identify your concerns with the request and why you are submitting the appeal.

The appeal may be addressed to the Information and Privacy Commissioner as follows:
Office of the Information and Privacy Commissioner
2 Canada Drive
P. O. Box 13004, Stn. A
St. John’s, NL. A1B 3V8

Telephone: (709) 729-6309
Toll-Free: 1-877-729-6309
Facsimile: (709) 729-6500

You may also appeal directly to the Supreme Court Trial Division within 15 business days after you receive the decision of the public body, pursuant to section 52 of the Act (a copy of this section of the Act has been enclosed for your reference).

Please be advised that responsive records will be published following a 72 hour period after the response is sent electronically to you. It is the goal to have the letter posted to the Completed Access to Information Requests website within one business day following the applicable period of time. Please note that requests for personal information will not be posted online. If you have any further questions, please feel free to contact me by telephone at (709)729-5691 or by e-mail at rachellecutler@gov.nl.ca.

Sincerely,

[Rachelle Cutler]
ATIPP Coordinator

Enc.
Access or correction complaint

42.(1) A person who makes a request under this Act for access to a record or for correction of personal information may file a complaint with the commissioner respecting a decision, act or failure to act of the head of the public body that relates to the request.

(2) A complaint under subsection (1) shall be filed in writing not later than 15 business days
(a) after the applicant is notified of the decision of the head of the public body, or the date of the act or failure to act; or
(b) after the date the head of the public body is considered to have refused the request under subsection 16(2).

(3) A third party informed under section 19 of a decision of the head of a public body to grant access to a record or part of a record in response to a request may file a complaint with the commissioner respecting that decision.

(4) A complaint under subsection (3) shall be filed in writing not later than 15 business days after the third party is informed of the decision of the head of the public body.

(5) The commissioner may allow a longer time period for the filing of a complaint under this section.

(6) A person or third party who has appealed directly to the Trial Division under subsection 52(1) or 53(1) shall not file a complaint with the commissioner.

(7) The commissioner shall refuse to investigate a complaint where an appeal has been commenced in the Trial Division.

(8) A complaint shall not be filed under this section with respect to
(a) a request that is disregarded under section 21;
(b) a decision respecting an extension of time under section 23;
(c) a variation of a procedure under section 24; or
(d) an estimate of costs or a decision not to waive a cost under section 26.

(9) The commissioner shall provide a copy of the complaint to the head of the public body concerned.
Direct appeal to Trial Division by an applicant

52. (1) Where an applicant has made a request to a public body for access to a record or correction of personal information and has not filed a complaint with the commissioner under section 42, the applicant may appeal the decision, act or failure to act of the head of the public body that relates to the request directly to the Trial Division.

(2) An appeal shall be commenced under subsection (1) not later than 15 business days

(a) after the applicant is notified of the decision of the head of the public body, or the date of the act or failure to act; or

(b) after the date the head of the public body is considered to have refused the request under subsection 16(2).

(3) Where an applicant has filed a complaint with the commissioner under section 42 and the commissioner has refused to investigate the complaint, the applicant may commence an appeal in the Trial Division of the decision, act or failure to act of the head of the public body that relates to the request for access to a record or for correction of personal information.

(4) An appeal shall be commenced under subsection (3) not later than 15 business days after the applicant is notified of the commissioner’s refusal under subsection 45(2).
Tab 1 – George Joyce
----- Original Message -----  
From: Mercer, Greg  
Sent: Tuesday, July 19, 2016 03:08PM  
To: Dooling, Genevieve (AES)  
Subject: FW: Scanned from a Xerox multifunction device

-----Original Message-----  
From: Connors, Virginia  
Sent: Tuesday, July 19, 2016 2:37PM  
To: Mercer, Greg <GregMercer@gov.nl.ca>  
Subject: FW: Scanned from a Xerox multifunction device

Hi Greg,  
Here is the resume for George Joyce.  
Virginia

-----Original Message-----  
From: Xerox 7 855@gov.nl.ca [mailto:Xerox7855@gov.nl.ca]  
Sent: Tuesday, July 19, 2016 2:23PM  
To: Connors, Virginia  
Subject: Scanned from a Xerox multifunction device

Please open the attached document. It was sent to you using a Xerox multifunction printer.

Attachment File Type: pdf, Multi-Page

Multifunction Printer Location: 8\Confederation\St John's\NL\CAN\  
Device Name: XRX9C934E5E97C9

For more information on Xerox products and solutions, please visit http://www.xerox.com
Thanks Julia.

As a follow up to our discussion, Cindy Hussey’s number is 729-1118 and my number is 729-2853. Please acknowledge receipt of e-mail so I can ensure we are connected. Look forward to further discussions.

Regards,
Julia

“This email and any attached files are intended for the sole use of the primary and copied addressee(s) and may contain privileged and/or confidential information. Any distribution, use or copying by any means of this information is strictly prohibited. If you received this email in error, please delete it immediately and notify the sender.”
Hi Cindy:

Please see bio as requested. Thanks for your help.

From: Mullaley, Julia [mailto:JMullaley@gov.nl.ca]
Sent: August 8, 2016 1:17 PM
To: [redacted]
Cc: Hussey, Cindy
Subject: Contact

As a follow up to our discussion, Cindy Hussey's number is 729-1118 and my number is 729-2853. Please acknowledge receipt of e-mail so I can ensure we are connected. Look forward to further discussions.

Regards,
Julia

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George Joyce has over 30 years experience in collective bargaining and labour relations in both the private and public sectors in this Province. For the past 12 years he held the positions of Chief Negotiator - Canship Ugland Ltd., and Executive Director of NL Seafood Processors Association (a group representing 22 seafood companies). As well, he provided human resource and management consulting services to many local companies as a labour relations consultant and Associate with Royer Thompson Associates. Prior to private sector work he spent 19 years employed with the Provincial Government as Senior Mediator, Director of Labour Relations, and Assistant Deputy Minister of Labour. During his tenure with the Provincial Government he was instrumental in resolving many high profile and controversial labour disputes. Mr. Joyce attended Memorial University and studied Economics.
We are hoping the release will go out within the next half hour. You will be copied on the internal announcement when released but info stays confidential until the press release is issued.

Cindy

Cindy Hussey
Assistant Deputy Clerk
of the Executive Council
Phone: (709) 729-1118
Fax: (709) 729-5218
4th Floor, East Block
Confederation Building
P.O. Box 8700
St. John’s, NL
A1B 4J6

Hi Cindy:
will the announcement be made today

Thank you

George Joyce
From: Mullaley, Julia
Sent: Tuesday, August 9, 2016 12:37 PM
To: Hussey, Cindy
Subject: RE: Contact info

From: Lynn Sullivan [mailto:]
Sent: Tuesday, August 9, 2016 12:07 PM
To: Mullaley, Julia <JMullaley@gov.nl.ca>
Cc: Hussey, Cindy <CindyHussey@gov.nl.ca>
Subject: Re: Contact info

Lynn Sullivan

Sent from my BlackBerry 10 smartphone on the Bell network.

From: Mullaley, Julia
Sent: Tuesday, August 9, 2016 11:58 AM
To: [Redacted]
Cc: Hussey, Cindy
Subject: Contact info

Lynn, as a follow up to our discussion, Cindy Hussey's number is 729-1118 and my number is 729-2853. Please acknowledge receipt of e-mail so I can ensure we are connected. Look forward to further discussions.

Regards,
Julia

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Sent from my BlackBerry 10 smartphone on the Bell network.

From: Lynn Sullivan
Sent: Wednesday, August 10, 2016 5:47 PM
To: Hussey, Cindy
Subject: Re: Following up

One more...

Sent from my BlackBerry 10 smartphone on the Bell network.

From: Lynn Sullivan
Sent: Wednesday, August 10, 2016 5:05 PM
To: Hussey, Cindy
Subject: Re: Following up

Sent from my BlackBerry 10 smartphone on the Bell network.

From: Hussey, Cindy
Sent: Wednesday, August 10, 2016 2:20 PM
To: Lynn Sullivan
Subject: RE: Following up

Point scale 1404 is the rated classification of this position.

Cindy Hussey
Assistant Deputy Clerk
of the Executive Council
Phone: (709) 729-1118
Fax: (709) 729-5218
4th Floor, East Block
Confederation Building
P.O. Box 8700
St. John’s, NL
A1B 4J6

From: Lynn Sullivan
Sent: Wednesday, August 10, 2016 2:19 PM
To: Hussey, Cindy
Subject: Re: Following up

Which pay scale applies to this position?
By copy of this email, I have asked Renee Tinkov to provide any information regarding benefits as well as the link to GNL's HR policies. We will check to see whether a position description exists.

Please continue to keep all information and correspondence confidential until I can advise on the appointment and announcement process.

Thanks!

Cindy

Cindy Hussey
Assistant Deputy Clerk
of the Executive Council
Phone: (709) 729-1118
Fax: (709) 729-5218
4th Floor, East Block
Confederation Building
P.O. Box 8700
St. John's, NL
A1B 4J6

Hi Cindy,

I wanted to touch base to [REDACTED] and also ask, when do you expect there will be a contract available? Also, if there is any other relevant information / policies specifically related to being in an ADM position or a job description, I would like to see those as well. It would help give some context around what I'm getting into.

FYI, our board of directors is having a conference call this afternoon to discuss [REDACTED]

Cheers,

Lynn
From: Mullaley, Julia <JMullaley@gov.nl.ca>
Sent: August 9, 2016 11:58 AM
To: [Redacted]
Cc: Hussey, Cindy
Subject: Contact info

Lynn, as a follow up to our discussion, Cindy Hussey's number is 729-1118 and my number is 729-2853. Please acknowledge receipt of e-mail so I can ensure we are connected. Look forward to further discussions.

Regards,
Julia

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Good Afternoon, Lynn,

Further to my email yesterday, I have confirmed that the salary offer would be at step 25 of the 1404 salary scale at $130,809 in accordance with compensation policy.

Renee should have the additional information on benefits etc to you before the end of the day.

Cindy

Sent from my BlackBerry 10 smartphone on the Bell network.

From: Hussey, Cindy
Sent: Wednesday, August 10, 2016 2:20 PM
To: Lynn Sullivan
Subject: RE: Following up

Point scale 1404 is the rated classification of this position.
From: Lynn Sullivan
Sent: Wednesday, August 10, 2016 2:19 PM
To: Hussey, Cindy <CindyHussey@gov.nl.ca>
Subject: Re: Following up

Which pay scale applies to this position?

Sent from my BlackBerry 10 smartphone on the Bell network.

From: Hussey, Cindy
Sent: Wednesday, August 10, 2016 2:17 PM
To: Lynn Sullivan
Cc: Tinkov, Renee
Subject: RE: Following up

Lynn, as per our discussion, [Redacted]

By copy of this email, I have asked Renee Tinkov to provide any information regarding benefits as well as the link to GNL's HR policies. We will check to see whether a position description exists.

Please continue to keep all information and correspondence confidential until I can advise on the appointment and announcement process.

Thanks!

Cindy

Cindy Hussey
Assistant Deputy Clerk
of the Executive Council
Phone: (709) 729-1118
Fax: (709) 729-5218
4th Floor, East Block
Confederation Building
P.O. Box 8700
St. John’s, NL
A1B 4J6

From: Lynn Sullivan
Sent: Wednesday, August 10, 2016 1:22 PM
To: Hussey, Cindy <CindyHussey@gov.nl.ca>
Subject: Following up

Hi Cindy,

I wanted to touch base to [Redacted] and also ask, when do you expect there will be a contract available? Also, if there is any other relevant information / policies specifically related to being in an ADM position or a job description, I would like to see those as well. It would help give some context around what I'm getting into.

FYI, our board of directors is having a conference call this afternoon to discuss [Redacted]
Cheers,

Lynn

From: Mullaley, Julia <JMullaley@gov.nl.ca>
Sent: August 9, 2016 11:58 AM
To: [redacted]
Cc: Hussey, Cindy
Subject: Contact info

Lynn, as a follow up to our discussion, Cindy Hussey’s number is 729-1118 and my number is 729-2853. Please acknowledge receipt of e-mail so I can ensure we are connected. Look forward to further discussions.

Regards,
Julia

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From: Hussey, Cindy  
Sent: Thursday, August 11, 2016 3:58 PM  
To: Tinkov, Renee  
Subject: FW: Executive Compensation Policy  

Renee, can you give me a call regarding this request?

Cindy Hussey  
Assistant Deputy Clerk  
of the Executive Council  
Phone: (709) 729-1118  
Fax: (709) 729-5218  
4th Floor, East Block  
Confederation Building  
P.O. Box 8700  
St. John’s, NL  
A1B 4J6

From: Lynn Sullivan  
Sent: Thursday, August 11, 2016 3:57 PM  
To: Hussey, Cindy  
Subject: Re: Executive Compensation Policy  

Are you able to share the complete policy?

Lynn
From: Hussey, Cindy <CindyHussey@gov.nl.ca>
Sent: August 11, 2016 3:54PM
To: Lynn Sullivan
Cc: Mullaley, Julia
Subject: FW: Executive Compensation Policy

Lynn, further to our discussion, below is the excerpt from policy regarding the placement to step 25 only.

Please let me know if I can assist further.

Cindy

Cindy Hussey
Assistant Deputy Clerk
of the Executive Council
Phone: (709) 729-1118
Fax: (709) 729-5218
4th Floor, East Block
Confederation Building
P.O. Box 8700
St. John’s, NL
A1B 4J6

From: Tinkov, Renee
Sent: Thursday, August 11, 2016 3:47PM
To: Hussey, Cindy <CindyHussey@gov.nl.ca>
Subject: Executive Compensation Policy

Hi Cindy

As requested:

CREMENTS

An increment is defined as an increase in salary resulting from movement along the steps within a salary scale.

1 Receipt of Increments

Each executive shall receive an increment upon completion of each twelve months of service (the increment date) equal to four steps on their salary scale. Such increment shall not result in a salary which is in excess of Step 25.

Let me know if you need anything further on this.

Renée Tinkov
Senior Human Resource Consultant
Strategic Human Resource Management Division
Human Resource Secretariat, Executive Council
(709) 729-5201 (office)
(709) 697-3631 (cell)
(709) 729-5421 (fax)
rtinkov@gov.nl.ca
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7.0 TRAVEL AND ENTERTAINMENT EXPENSE ALLOWANCES

7.1 Option A: Where overnight accommodations are involved (Private)

7.2 Option B: Where overnight accommodations are involved

7.3 Where no overnight accommodations are involved - less than one day in duration

7.4 Definitions

Table 4

Table 5

8.0 EXECUTIVE DEVELOPMENT PROGRAM

8.1 Objectives

8.2 Administration

8.3 Elements

8.3.1 Job Rotation

8.3.2 Interchange Assignments

8.3.3 Special Task Forces & Assignments

8.3.4 Appointments to Boards, Agencies & Commissions

8.3.5 Training

8.3.6 Special Training Opportunities
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1.0 APPLICATION OF THE PLAN

1.1 ELIGIBILITY

To be eligible for inclusion in the Executive Compensation Plan, a position must be filled by Order of the Lieutenant Governor-in-Council. The duties of the position shall be related to policy development and the decisions taken by the incumbent shall have a substantial impact on a clearly definable programme or department of government or major government agency.

1.2 RESPONSIBILITIES

The responsibilities of the incumbent shall include:

• regularly making contributions in terms of advising a Minister;
• being responsible for and having authority to take actions of major consequence based upon decision making inputs; and
• making decisions that shall have an impact upon the public and that may be termed critical and/or sensitive.
2.0 SALARY SCALES

Salary scales and any changes are subject to the approval of the Lieutenant Governor-In-Council, based on Government’s Compensation Policy.

2.1 POSITION RATING

Each position on the Plan is to be rated by the Advisory Committee on Executive Compensation. Each distinct point total represents a salary scale. The scales are constructed as follows:

- a mid-point being a point on the pay policy line (100%) for executives (Step 21);
- a minimum (Step 1) at 80% of the mid-point;
- a normal maximum (Step 25) at 104% of the mid-point;
- a maximum (Step 33) at 112% of the mid-point; and
- thirty-three steps from the minimum to the maximum at intervals separated by an amount equal to one percent of the mid-point.
3.0 PAY PROCEDURES

3.1 NEW APPOINTMENTS

The appointment of an executive to a position on the Plan shall be at Step 1, unless circumstances warrant otherwise. In such cases, the recommendation of the Advisory Committee must be approved by Treasury Board. Appointment beyond Step 21 requires the approval of the Lieutenant Governor-in-Council.

3.2 TRANSFERS

A transfer is defined as the movement of an executive between positions with the same salary scale. There shall be no salary adjustment as a result of a transfer.

3.3 PROMOTIONS

A promotion is defined as the movement of an executive to a position with a higher salary scale.

On promotion the salary shall be set at the same step on the higher pay range as the promoted executive was paid on the lower pay range. The salary increase shall not exceed 10%.

3.4 DEMOTIONS

Demotion is defined as the movement of an executive to a position with a lower salary scale.

3.4.1 Non-Disciplinary Demotions

Executives with five or more years of service as a Deputy Minister or Assistant Deputy Minister or senior executive, who are moved to a position with a lower salary scale for non-disciplinary reasons, shall retain the higher salary scale (including the right to receive general increases and increments) on a personal basis.

Executives with less than five years of service as a Deputy
Minister or Assistant Deputy Minister or Senior Executive, who are moved to a position with a lower salary for non-disciplinary reasons, shall be paid in accordance with Section 3.4.2.

It is important to note that the higher salary is protected only if the Executive has served in a particular position on the plan i.e. Deputy Minister, Assistant Deputy Minister or Senior Executive for five or more years and not simply five years on the Executive Pay Plan. The following examples are presented:

EXAMPLE 1:

A member transfers from Department 1 to Department 2; the individual has two years experience as an Assistant Deputy Minister and four years as a Deputy Minister. In this case, the five year provision would not apply.

EXAMPLE 2:

A member transfers from Department 1 to Department 2; the individual has two years experience as an Assistant Deputy Minister and five years experience as a Deputy Minister. In this case, the five year provision would apply.

3.4.2 Demotions Following Review

Where a position is assigned to a lower point total following review:

- where the old salary is higher than Step 33 on the new scale, the executive shall retain the current salary and be treated in accordance with the red-circle policy (Section 3.5);
where the salary falls between Step 1 and 25 on the new scale, the executive shall retain the old salary until receipt of the next increment. The annual increment adjustment shall then be calculated from the immediate preceding step.

- if the executive's salary falls between Steps 25 and 33, the current rate of pay shall be retained;

- for employees who are not paid on a personal basis, the effective date of a demotion for non-disciplinary reasons shall be ninety (90) days following the assignment to the lower level position.

3.4.3 Voluntary Demotions

When an executive employee applies for and accepts a position with a lower salary scale, the salary shall be decreased by the lesser of 10% adjusted to the next lower step, or, the same step on the new salary scale. In any case, the salary shall not exceed Step 33 or be less than Step 1 of the new scale.

3.5 RED-CIRCLE POLICY

An executive's salary is defined as red-circled when it is higher than Step 33 of the appropriate salary scale.

An executive whose salary is red-circled as of the effective date of a general increase shall be paid a pensionable cash bonus equal to one-half the amount of the general increase. This cash bonus is to be paid in equal instalments, on regular pay cheques for the twelve month period following the effective date of the increase.

3.6 INCREASES

An increment is defined as an increase in salary resulting from movement along the steps within a salary scale.
3.6.1 Receipt of Increments

Each executive shall receive an increment upon completion of each twelve months of service (the increment date) equal to four steps on their salary scale. Such increment shall not result in a salary which is in excess of Step 25.

3.6.2 Increments for Transferred Executives

Where an executive appointment is made to or from any Crown Corporation or Board-Operated Hospital or Nursing Home, without a break in service exceeding 30 calendar days, the established anniversary date shall be retained for increment purposes.

3.7 SECONDMENTS

A secondment is defined as a special assignment to a position which cannot reasonably be rated under the HAY System.

An executive who is seconded shall continue to be paid as if remaining in the executive's permanent position.

3.8 TEMPORARY PROMOTIONS OR ACTING ASSIGNMENTS

Executives who are promoted, on an acting basis, are to be paid as if permanently promoted, in accordance with Section 3.3.

Executives who are initially promoted on an acting basis and subsequently (without a break) are promoted on a permanent basis to the same position shall be paid as if permanently promoted with effect from the date of the acting promotion.

3.9 WAGE DIFFERENTIAL

Executives who are in a pay anomaly situation with a subordinate position, will receive a wage differential of at least 1%.
Salary adjustments required to provide the wage differential will be considered as a pensionable cash bonus, separate and distinct from regular salary. The cash bonus is to be recalculated and appropriate adjustments made each time there is a pay action which has an impact on the salary relationship between the supervisor and subordinate.

3.10 EXCEPTIONS AND APPEALS

Any exceptions to these procedures require the approval of Treasury Board. Appeals of Treasury Board decisions may be made to the Executive Council.
4.0 ADVISORY COMMITTEE ON EXECUTIVE COMPENSATION

4.1 STRUCTURE OF THE ADVISORY COMMITTEE

The Advisory Committee shall have eleven members, one of whom shall be designated as Chairperson, and another as Vice Chairperson, as follows:

(1) The Secretary of Treasury Board and the Chairperson of the Public Service Commission shall be permanent members;

(2) Seven shall be appointed by Cabinet from among members of the Plan;

(3) Two shall be appointed by Cabinet from outside of the Provincial Public Service.

The Director of Classification and Pay shall be the Advisory Committee's Executive Secretary.

4.2 FUNCTIONS OF THE ADVISORY COMMITTEE

The primary function of the Advisory Committee is to advise Treasury Board on all matters relating to the implementation of the Plan.

4.2.1 Evaluation of Positions for Inclusion

The Committee shall evaluate or re-evaluate positions considered appropriate for inclusion on, or exclusion from the Plan, in accordance with the HAY Job Evaluation System.

Permanent heads must submit revised position descriptions to the Advisory Committee following any material change in the assigned duties and responsibilities of a position on the Plan. Confirmation of no change or a revised position description must also be submitted with respect to any vacant executive position, prior to its being refilled.
4.2.2 Salary Considerations

The Committee shall:

- recommend the starting salary for appointments to the Plan;
- recommend ways and means of correcting salary compression or inversion; and
- periodically review the salary levels within the Plan and recommend necessary changes in the structure and administration of the Plan, including the development and implementation of a merit-based compensation system.

4.2.3 Management Grievances

The Public Service Commission will be the custodian of the management grievance procedure with officials of the Executive Pay Plan to serve as Chair and Members.

Members of the Management Grievance Panel shall be from the Executive Pay Plan or Management Pay Plan, except in cases where the Public Service Commission agrees that conditions dictate that a person(s) from outside the public service be engaged to chair the grievance.

4.2.4 Other Functions

The Committee shall perform such other functions relating to executive benefits and terms and conditions of employment as the Executive Council or Treasury Board may direct and forward its recommendations and reports to Executive Council or Treasury Board (as appropriate) through the President of Treasury Board.
5.0 PAID LEAVE

5.1 DEPUTY MINISTERS’ ENTITLEMENT

On appointment, a Deputy Minister is eligible for thirty (30) days paid leave. This provision is effective regardless of whether or not the incumbent has achieved ten (10) years of service. Deputy Ministers with more than fifteen (15) years of service are eligible for thirty-five (35) days of paid leave upon appointment.

5.2 ADM & SENIOR EXECUTIVE ENTITLEMENTS

On appointment, Assistant Deputy Ministers and Senior Executive Officials are eligible for twenty-five (25) days paid leave for up to 10 years of service; thirty (30) days paid leave for 10 - 24 years of service and thirty-five (35) days paid leave for 25 or more years.

5.3 STATUTORY HOLIDAYS

Members of the Executive Pay Plan are not entitled to receive payment for time worked on statutory holidays.
6.0 RETIREMENT AND TERMINATION BENEFITS

6.1 EARLY RETIREMENT

A Deputy Minister, or equivalent is permitted to take early retirement at age 55 with 25 years pensionable service.

6.2 TERMINATION BENEFITS

Executives are entitled to Termination Benefits similar to those available under the Human Resources Policy Manual. Where the Lieutenant Governor-in-Council discontinues the period of the appointment of an Executive (without cause):

- alternative employment at an equivalent rank and salary may be offered;
- if alternative employment is not offered or is declined, the Executive is entitled to a period of notice dependent on the individual's age and completed years of continuous service since the last date of employment, as outlined in Table 3;
  - where an earlier date of termination is required, the individual shall receive pay in lieu of notice; and
  - where an individual is eligible to receive severance pay such payment will be in addition to the notice period and/or the amount of pay in lieu of notice; and
- an opportunity is to be given to resign if the Executive's services are no longer required and, upon resignation, the Executive is to be eligible for termination benefits, as outlined in Table 3.

6.3 RE-EMPLOYMENT

Executives who become re-employed with a government department or agency prior to the end of the period of notice for which they have been paid, must repay the balance remaining on that period of time.
### 6.0 RETIREMENT AND TERMINATION BENEFITS

#### TABLE 3

NUMBER OF WEEKS NOTICE OR PAY IN LIEU OF NOTICE

<table>
<thead>
<tr>
<th>AGE</th>
<th>SERVICE</th>
<th>&lt;35</th>
<th>35 - 39</th>
<th>40 - 44</th>
<th>45 - 49</th>
<th>50 - 54</th>
<th>&gt;54</th>
</tr>
</thead>
<tbody>
<tr>
<td>&lt;6 months</td>
<td>2</td>
<td>4</td>
<td>6</td>
<td>8</td>
<td>10</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>&gt;6 months - &lt;1 year</td>
<td>4</td>
<td>6</td>
<td>8</td>
<td>10</td>
<td>12</td>
<td>14</td>
<td></td>
</tr>
<tr>
<td>&gt;1 - &lt;2 years</td>
<td>7</td>
<td>9</td>
<td>11</td>
<td>13</td>
<td>15</td>
<td>17</td>
<td></td>
</tr>
<tr>
<td>&gt;2 - &lt;4 years</td>
<td>11</td>
<td>13</td>
<td>15</td>
<td>17</td>
<td>19</td>
<td>21</td>
<td></td>
</tr>
<tr>
<td>&gt;4 - &lt;6 years</td>
<td>15</td>
<td>17</td>
<td>19</td>
<td>21</td>
<td>23</td>
<td>25</td>
<td></td>
</tr>
<tr>
<td>&gt;6 - &lt;8 years</td>
<td>19</td>
<td>21</td>
<td>23</td>
<td>25</td>
<td>27</td>
<td>29</td>
<td></td>
</tr>
<tr>
<td>&gt;8 - &lt;10 years</td>
<td>23</td>
<td>25</td>
<td>27</td>
<td>29</td>
<td>31</td>
<td>33</td>
<td></td>
</tr>
<tr>
<td>&gt;10 - &lt;12 years</td>
<td>27</td>
<td>29</td>
<td>31</td>
<td>33</td>
<td>35</td>
<td>37</td>
<td></td>
</tr>
<tr>
<td>&gt;12 - &lt;14 years</td>
<td>31</td>
<td>33</td>
<td>35</td>
<td>37</td>
<td>39</td>
<td>41</td>
<td></td>
</tr>
<tr>
<td>&gt;14 - &lt;16 years</td>
<td>35</td>
<td>37</td>
<td>39</td>
<td>41</td>
<td>43</td>
<td>45</td>
<td></td>
</tr>
<tr>
<td>&gt;16 - &lt;18 years</td>
<td>39</td>
<td>41</td>
<td>43</td>
<td>45</td>
<td>47</td>
<td>49</td>
<td></td>
</tr>
<tr>
<td>&gt;18 - &lt;20 years</td>
<td>43</td>
<td>45</td>
<td>47</td>
<td>49</td>
<td>51</td>
<td>53</td>
<td></td>
</tr>
<tr>
<td>&gt;20 - &lt;22 years</td>
<td>47</td>
<td>49</td>
<td>51</td>
<td>53</td>
<td>55</td>
<td>57</td>
<td></td>
</tr>
<tr>
<td>&gt;22 years or more</td>
<td>52</td>
<td>54</td>
<td>56</td>
<td>58</td>
<td>60</td>
<td>62</td>
<td></td>
</tr>
</tbody>
</table>
7.0 TRAVEL & ENTERTAINMENT EXPENSE ALLOWANCES

All members of the Executive Compensation Plan are eligible for the following Travel and Entertainment Expense Allowances:

7.1 OPTION A: WHERE OVERNIGHT ACCOMMODATIONS (PRIVATE) ARE INVOLVED

- Per diem accommodations and meals allowance as outlined in Table 4.
- Official telephone and telegraph expenses; subject to submission of supporting vouchers.
- Laundry and valet expenses; subject to submission of supporting vouchers.
- Car rental; subject to submission of supporting vouchers.
- Other travel expenses (i.e., rail and air); subject to submission of supporting vouchers.
- Taxi charges; no vouchers.
- Transportation to and from airport; no vouchers.
- Travel by personal vehicle with mileage at the rate of reimbursement noted in Table 5.
- Official entertainment expenses as noted in Table 5.

7.2 OPTION B: WHERE OVERNIGHT ACCOMMODATIONS ARE INVOLVED

- A per diem meal allowance as outlined in Table 4.
- All hotel expenses as supported by hotel bill (excluding official entertainment expenses).
- Other expenses in accordance with items listed in Option A.
7.3 WHERE NO OVERNIGHT ACCOMMODATIONS ARE INVOLVED - LESS THAN ONE DAY IN DURATION

- A per diem meals allowance as outlined for Option B in Table 4.
- Other expenses in accordance with items listed in Option A.

7.4 DEFINITIONS

- Supporting Vouchers: include counterfoils, stubs, air ticket duplicate, etc., and must be submitted wherever it is the normal practice to supply them.

- Official Entertainment: any expense for meals or refreshments incurred On Her Majesty's Service in respect of persons not employed by Government.

  - Claims for reimbursement of such expenses must be submitted on separate travel claim forms with supporting vouchers and must indicate the nature of the entertainment, e.g. luncheon, dinner, etc., and the names of the persons involved.

  - Claims for expenses in excess of the amount specified in Table 5 require the approval of Treasury Board.

  - Claims for official entertainment, where only Provincial Government officials are present, will not be accepted without Treasury Board approval.
TABLE 4
PER DIEM ALLOWANCES

<table>
<thead>
<tr>
<th>AREA</th>
<th>OPTION A PER DIEM</th>
<th>OPTION B PER DIEM</th>
</tr>
</thead>
<tbody>
<tr>
<td>ISLAND OF NEWFOUNDLAND AND LABRADOR</td>
<td>79.00</td>
<td>44.00 (8,10,18)</td>
</tr>
<tr>
<td>OTHER PROVINCES</td>
<td>104.00</td>
<td>49.00</td>
</tr>
<tr>
<td>U.S.A.</td>
<td>104.00 (U.S.)</td>
<td>49.00 (U.S.)</td>
</tr>
<tr>
<td>OUTSIDE CANADA &amp; U.S.A.*</td>
<td>116.00</td>
<td>55.00</td>
</tr>
</tbody>
</table>

* Special rates may be approved by Treasury Board if sufficient justification is provided.

TABLE 5
OTHER ALLOWANCES

<table>
<thead>
<tr>
<th>EXPENSE</th>
<th>PER DIEM</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENTERTAINMENT ALLOWANCE</td>
<td>300.00</td>
</tr>
<tr>
<td>PERSONAL VEHICLE MILEAGE ALLOWANCE</td>
<td>As per rates established by Transportation Policy</td>
</tr>
</tbody>
</table>
8.0 EXECUTIVE DEVELOPMENT PROGRAM

Executive development refers to the progress an executive makes in learning how to manage. Executive training refers to the program devised to facilitate this learning process. Much of the effort of the Public Service Commission represents training and has been offered on a universal basis without the benefit of individual development plans. A much broader program incorporating opportunities for experience and special training is required at the executive level. Most of the executives in the Public Service have university degrees but these degrees may not have provided a good basis in management. It is the management function which is paramount at the executive level. An Executive Development Program, with a planned approach tailored to individual needs, provides the opportunity to sharpen managerial skills and to identify training needs.

8.1 OBJECTIVES

- To enhance the managerial competence of executives;
- to develop a pool of potential Deputy Ministers and other executives which will allow adequate selection in filling senior positions;
- to make a career in the Public Service sufficiently attractive so that competent persons can be recruited from the private sector and those in the system can be retained; and
- to afford executive personnel the opportunity for personal growth and career development.

8.2 ADMINISTRATION

The Executive Development Program is co-ordinated by an Executive Development Committee consisting of the Chairperson, Public Service Commission, (who is the Chair), the Clerk of the Executive Council, the Secretary of Treasury Board, and four other members, appointed by the Lieutenant-Governor-in-Council.
8.3 ELEMENTS

8.3.1 JOB ROTATION

Job Rotation provides an opportunity for an employee to broaden work experience, gain new skills or apply skills in a different environment. As employees move up through an organization, the opportunities for promotion decrease simply because there are fewer jobs in the higher categories. At the executive level there is very little opportunity for upward mobility. Individuals in senior positions, therefore, tend to be in the same jobs for lengthy periods. In many instances, a job begins to lose its challenge and incumbents begin established routines after five years. In some cases, incumbents feel that there is little left to contribute to their job. Two things can happen if job rotations do not occur:

- initiative is lost and the incumbent slips into a routine without contributing much in the way of new ideas or innovation;
- dissatisfaction occurs with a lack of challenge and eventually the result is the same as above.

Job Rotation provides an opportunity for employees whose upward mobility has been blocked temporarily, to find new challenges in a new environment through lateral movement. Broadening experiences also contributes to the overall competency of the senior Public Service. Job rotations are arranged either at the request of the employee or at the recommendation of the Executive Development Committee. Although there is a provision for people to express their interest in moving and their preferences, vacancies are filled through the normal competitive process. It should be noted that these moves are not of a temporary nature; job rotation allows the executive to move into a new permanent position.

8.3.2 INTERCHANGE ASSIGNMENTS

Interchange assignments provide an excellent opportunity for broadening the experience of an executive and, at the same time, Government benefits from the work experience and skills of the person assigned from the other organization. Organizations which might enter into an interchange agreement include:
Federal Government
CIDA
Provincial Governments
Non-profit Organizations
Private Sector Corporations
United Nations

Interchange assignments are usually for one or two years and are to be in an area of responsibility recommended by Government. This aspect of the Program may require subsidization of living expenses and, in some cases, adjustments in salary.

8.3.3 SPECIAL TASK FORCES AND ASSIGNMENTS

Government frequently hires consultants for special projects because the necessary human resources are not available within a specific Department. In some instances, the expertise may be available within Government but it is necessary to free up the individual to take on that special assignment.

Under this element of the Program, executives are to be given the opportunity to take on such special assignments, as the project leader, with flexibility to hire the necessary human resources to carry out the jobs, provided that the cost does not exceed the cost of consultants. Such assignments provide interesting and stimulating work experiences which would undoubtedly have a beneficial effect on competency, moral and skill enhancement.

There will be many projects where consultants will be necessary. In these instances, a requirement of the consultant's bid could be that an individual from Government be included on the consulting team if such exposure would contribute to the work experience of an executive or a management employee.

8.3.4 APPOINTMENTS TO BOARDS, AGENCIES AND COMMISSIONS

Government is represented on numerous boards and commissions. Some of these appointments are from within the Public Service but are made on an arbitrary basis. Membership on these boards can
provide valuable experience and knowledge. Under this element of the Program, such appointments are to be looked upon as an opportunity for executive development. Without infringing on Ministerial discretion in the matter of these appointments, Ministers may be asked to consider inviting the Executive Development Committee to make recommendations for some of these appointments.

8.3.5 TRAINING

Training is an essential element of Executive Development. This aspect of the Program is carried out by the Public Service Commission through in-house programs designated for the executive group. In the past, executives have tended to assign a low priority to attending training sessions simply because the pressure of work imposes greater priorities. While such a response can be easily understood, in the long term it has detrimental effects on managerial skills. To emphasize the importance of training, executives are expected to attend in-house training. Furthermore, attendance at training sessions is one of the elements to be considered in a performance evaluation. Weaknesses would be identified and earmarked for correction through training. Undertaking this training would then become an objective for the next evaluation period.

8.3.6 SPECIAL TRAINING OPPORTUNITIES

To emphasize the importance which Executive Council places on training for all Public Servants, particularly the executive group, one special training opportunity is to be awarded to the Deputy Minister group each year, in conjunction with performance evaluations. This award enables the executive to attend a management training session of up to 4 weeks and at a cost not exceeding $5,000.

8.3.7 SABBATICALS

The present age structure of the Deputy Minister category could result in lengthy tenure of office among those in this group. Efforts must therefore be made to reduce the danger of loss of initiative, low morale and stagnation within the Department. Job rotation has already been presented as one element that will be useful in
addressing this problem. The introduction of a sabbatical period for Deputy Ministers is another. The policy for this is as follows:

- a Deputy Minister is eligible for a four month sabbatical period after five years as Deputy Minister;
- benefits payable on Sabbatical Leave may include: salary; travel expenses; living allowance subject to approval of the Executive Development Committee;
- in the event that the individual receives a salary during the sabbatical period, Government would subsidize it only up to the level of the Deputy Minister's current salary;
- all tuition fees would be paid by Government in the event that the Deputy Minister chooses to study at a recognized centre of learning;
- sabbatical activities are subject to the approval of the Executive Development Committee;
- assignment at the end of the sabbatical leave will be to the former or a similar position.

**8.3.8 SPECIAL REQUESTS**

An Executive Development Program should have the flexibility to respond to special requests. This will ensure that the Program is meeting the career development needs of the individuals concerned. In instances where the request does not fit within the program elements, the Executive Development Committee may make representation to Cabinet on behalf of the individual concerned. Special requests could include such things as education leave, research projects, and other activities which would enhance the executive's performance on return to the Public Service.
8.3.9 TEMPORARY PROMOTIONS AND ASSIGNMENTS

The Executive Development Program will create temporary vacancies which will need to be filled. This can provide opportunities to move executives elsewhere in Government in order to diversify an executive's experience. While an executive is on temporary assignment, the vacated position may be filled on an acting basis by a promising member of the management group, or another executive.

8.3.10 SENIOR CHANNING FELLOWSHIP

For many years, a managerial career in the Public Service was not perceived to have the same stature as similar careers in the private sector. Although this image has changed somewhat, the attractiveness of a management career in the Public Service still needs to be given some visibility. Accordingly, Executive Council has approved the creation of the Senior Channing Fellowship at Memorial University. This element of the Program is to be administered as follows:

- candidates are to be selected from the Deputy Minister group, subject to the concurrence of the university;
- Channing Fellows are to be appointed for a period of twelve months and the program to be pursued is subject to approval by the Executive Development Committee;
- the Program of each Fellow will normally include the following activities;
  - teaching in the Fellow's professional discipline (e.g. engineering, education, economics);
  - teaching in public administration and public policy;
  - research in accordance with a program of the candidate's choice, with prior approval of the Executive Development Committee.
- the salary cost of Channing Fellows to be borne by Government;
• Channing Fellows to receive a salary equivalent to that which they would earn in the Public Service; and

• Channing Fellows to maintain their seniority and all other benefits within the Public Service and the period spent at the University to be included in their years of service, but would not be counted for sabbatical credit.

• Assignment at the end of the Senior Channing Fellowship shall be to the former or a similar position.
Lynn, I will look to see what additional information I can send along in the morning.

I have had an opportunity to share your concerns with Julia. If you would like the opportunity to speak with her directly, you can reach her at 729-2853.

Cindy

---

Are you able to share the complete policy?

Lynn

---

Lynn, further to our discussion, below is the excerpt from policy regarding the placement to step 25 only.

Please let me know if I can assist further.

Cindy
From: Tinkov, Renee  
Sent: Thursday, August 11, 2016 3:47 PM  
To: Hussey, Cindy <CindyHussey@gov.nl.ca>  
Subject: Executive Compensation Policy

Hi Cindy  
As requested:

**CREMENTS**

An increment is defined as an increase in salary resulting from movement along the steps within a salary scale.

.1 Receipt of Increments

Each executive shall receive an increment upon completion of each twelve months of service (the increment date) equal to four steps on their salary scale. Such increment shall not result in a salary which is in excess of Step 25.

Let me know if you need anything further on this.

Renée Tinkov  
Senior Human Resource Consultant  
Strategic Human Resource Management Division  
Human Resource Secretariat, Executive Council  
(709) 729-5201 (office)  
(709) 697-3631 (cell)  
(709) 729-5421 (fax)  
rtinkov@gov.nl.ca

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Hi Cindy,

Looking at other announcement bios...how is below? Feel free to edit or let me know if you have any questions.

Lynn

Ms. Sullivan graduated with a Bachelor of Commerce (Co-operative) Honors from Memorial University in 1999 and began her career with PricewaterhouseCoopers where she articulated to obtain her Chartered Accountant designation. She has since split her career between the oil & gas and legal industries in senior management, operations and financial roles. Most recently, Ms. Sullivan has worked with the Newfoundland & Labrador Legal Aid Commission as the Deputy Provincial Director – Corporate Services. Ms. Sullivan volunteers with a number of not for profit organizations and currently sits on the boards of the YMCA of Newfoundland & Labrador, the Community Sector Council and the Public Legal Information Association of Newfoundland & Labrador.

Thanks, Lynn. I should have more definitive info on the date of the announcement on Monday. I will connect with you then to update you. I was also wondering if you could send along a short bio – 5 – 6 sentences that we can attach to our announcement? We’ll define the start date then once I have the announcement date details.

Please contact me if you have any additional questions.

Cindy

Cindy Hussey
Assistant Deputy Clerk
of the Executive Council
Phone: (709) 729-1118
Fax: (709) 729-5218
4th Floor, East Block
Confederation Building
P.O. Box 8700
St. John’s, NL
A1B 4J6
I guess the only thing outstanding is start date. If we can make it for the following Monday would be God. I can be available before then for any meetings or whatever need be.

L.

Sent from my BlackBerry 10 smartphone on the Bell network.

-----Original Message-----
From: Hussey, Cindy
Sent: Friday, August 12, 2016 1:36PM
To: Lynn Sullivan
Subject: RE: Executive Compensation Policy

Lynn,

Is there anything else I can assist with or any additional questions that I can address for you?

Cindy

Cindy Hussey
Assistant Deputy Clerk
of the Executive Council
Phone: (709) 729-1118
Fax: (709) 729-5218
4th Floor, East Block
Confederation Building
P.O. Box 8700
St. John's, NL
A1B 4J6

-----Original Message-----
From: Lynn Sullivan
Sent: Thursday, August 11, 2016 3:57PM
To: Hussey, Cindy
Subject: Re: Executive Compensation Policy

Are you able to share the complete policy?

Lynn

-----Original Message-----
From: Hussey, Cindy
Sent: August 11, 2016 3:54 PM
To: Lynn Sullivan
Cc: Mullaley, Julia
Subject: FW: Executive Compensation Policy

Lynn, further to our discussion, below is the excerpt from policy regarding the placement to step 25 only:

Please let me know if I can assist further.
Hi Cindy

As requested:

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.1 **Receipt of Increments**

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Let me know if you need anything further on this.

Renée Tinkov
Senior Human Resource Consultant
Strategic Human Resource Management Division
Human Resource Secretariat, Executive Council
(709) 729-5201 (office)
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Yes, that works.

Sent from my BlackBerry 10 smartphone on the Bell network.

Lynn, am I correct in my assumption that we can indicate August 22 as your effective date ie. the Monday after the announcement?

Cindy

Cindy Hussey
Assistant Deputy Clerk
of the Executive Council
Phone: (709) 729-1118
Fax: (709) 729-5218
4th Floor, East Block
Confederation Building
P.O. Box 8700
St. John’s, NL
A1B 4J6

K, thanks for the update.

Sent from my BlackBerry 10 smartphone on the Bell network.

Lynn, we are hoping for tomorrow afternoon but still working through the changes. I will advise later today with details as they are confirmed.

Cindy
Hi Cindy,

Any word on the date of the announcement? We are trying to plan here.

Thanks,

Lynn

Thanks, Lynn. I should have more definitive info on the date of the announcement on Monday. I will connect with you then to update you. I was also wondering if you could send along a short bio – 5 – 6 sentences that we can attach to our announcement? We’ll define the start date then once I have the announcement date details.

Please contact me if you have any additional questions.

Cindy

From: Lynn Sullivan
Sent: Tuesday, August 16, 2016 11:53 AM
To: Hussey, Cindy
Subject: Re: Executive Compensation Policy

From: Hussey, Cindy
Sent: August 12, 2016 1:49 PM
To: Lynn Sullivan
Subject: RE: Executive Compensation Policy

From: Lynn Sullivan
Sent: Friday, August 12, 2016 1:44 PM
To: Hussey, Cindy
Subject: Re: Executive Compensation Policy
I guess the only thing outstanding is start date. If we can make it for the following Monday would be God. I can be available before then for any meetings or whatever need be.

L.

Sent from my BlackBerry 10 smartphone on the Bell network.

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From: Hussey, Cindy  
Sent: Friday, August 12, 2016 1:36 PM  
To: Lynn Sullivan  
Subject: RE: Executive Compensation Policy

Lynn: Is there anything else I can assist with or any additional questions that I can address for you?

Cindy

Cindy Hussey  
Assistant Deputy Clerk  
of the Executive Council  
Phone: (709) 729-1118  
Fax: (709) 729-5218  
4th Floor, East Block  
Confederation Building  
P.O. Box 8700  
St. John’s, NL  
A1B 4J6

---

From: Lynn Sullivan  
Sent: Thursday, August 11, 2016 3:57 PM  
To: Hussey, Cindy <CindyHussey@gov.nl.ca>  
Subject: Re: Executive Compensation Policy

Are you able to share the complete policy?

Lynn

---

From: Hussey, Cindy <CindyHussey@gov.nl.ca>  
Sent: August 11, 2016 3:54 PM  
To: Lynn Sullivan  
Cc: Mullaley, Julia  
Subject: FW: Executive Compensation Policy

Lynn, further to our discussion, below is the excerpt from policy regarding the placement to step 25 only.

Please let me know if I can assist further.

Cindy

Cindy Hussey  
Assistant Deputy Clerk  
of the Executive Council  
Phone: (709) 729-1118
From: Tinkov, Renee  
Sent: Thursday, August 11, 2016 3:47 PM  
To: Hussey, Cindy <CindyHussey@gov.nl.ca>  
Subject: Executive Compensation Policy  

Hi Cindy  
As requested:  

CREMENTS  

An increment is defined as an increase in salary resulting from movement along the steps within a salary scale.  

.1 Receipt of Increments  

Each executive shall receive an increment upon completion of each twelve months of service (the increment date) equal to four steps on their salary scale. Such increment shall not result in a salary which is in excess of Step 25.  

Let me know if you need anything further on this.  

Renée Tinkov  
Senior Human Resource Consultant  
Strategic Human Resource Management Division  
Human Resource Secretariat, Executive Council  
(709) 729-5201 (office)  
(709) 697-3631 (cell)  
(709) 729-5421 (fax)  
r tinkov@gov.nl.ca  

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Yes, but still working to confirm time – likely 2:00 pm but I will email confirmation.

Sorry I have not been able to call – it very hectic today.

Cindy

Cindy Hussey
Assistant Deputy Clerk
of the Executive Council
Phone: (709) 729-1118
Fax: (709) 729-5218
4th Floor, East Block
Confederation Building
P.O. Box 8700
St. John's, NL
A1B 4J6

From: Lynn Sullivan [mailto:
Sent: Wednesday, August 17, 2016 9:48 AM
To: Hussey, Cindy <CindyHussey@gov.nl.ca>
Subject: Re: Executive Compensation Policy

Announcement going ahead today?

L.

From: Hussey, Cindy <CindyHussey@gov.nl.ca>
Sent: August 16, 2016 6:24 PM
To: Lynn Sullivan
Subject: RE: Executive Compensation Policy

Lynn, am I correct in my assumption that we can indicate August 22 as your effective date ie. the Monday after the announcement?

Cindy

Cindy Hussey
Assistant Deputy Clerk
of the Executive Council
Phone: (709) 729-1118
Fax: (709) 729-5218
4th Floor, East Block
Confederation Building
P.O. Box 8700
From: Lynn Sullivan [mailto:]
Sent: Tuesday, August 16, 2016 11:58 AM
To: Hussey, Cindy <CindyHussey@gov.nl.ca>
Subject: Re: Executive Compensation Policy

K, thanks for the update.

Sent from my BlackBerry 10 smartphone on the Bell network.

From: Hussey, Cindy
Sent: Tuesday, August 16, 2016 11:57 AM
To: Lynn Sullivan
Subject: RE: Executive Compensation Policy

Lynn, we are hoping for tomorrow afternoon but still working through the changes. I will advise later today with details as they are confirmed.

Cindy

Cindy Hussey
Assistant Deputy Clerk of the Executive Council
Phone: (709) 729-1118
Fax: (709) 729-5218
4th Floor, East Block
Confederation Building
P.O. Box 8700
St. John's, NL
A1B 4J6

From: Lynn Sullivan [mailto:]
Sent: Tuesday, August 16, 2016 11:53 AM
To: Hussey, Cindy <CindyHussey@gov.nl.ca>
Subject: Re: Executive Compensation Policy

Hi Cindy,

Any word on the date of the announcement? We are trying to plan here.

Thanks,

Lynn

From: Hussey, Cindy <CindyHussey@gov.nl.ca>
Sent: August 12, 2016 1:49 PM
To: Lynn Sullivan
Subject: RE: Executive Compensation Policy
Thanks, Lynn. I should have more definitive info on the date of the announcement on Monday. I will connect with you then to update you. I was also wondering if you could send along a short bio – 5–6 sentences that we can attach to our announcement? We’ll define the start date then once I have the announcement date details.

Please contact me if you have any additional questions.

Cindy

Cindy Hussey
Assistant Deputy Clerk
of the Executive Council
Phone: (709) 729-1118
Fax: (709) 729-5218
4th Floor, East Block
Confederation Building
P.O. Box 8700
St. John's, NL
A1B 4J6

From: Lynn Sullivan [mailto:...]
Sent: Friday, August 12, 2016 1:44 PM
To: Hussey, Cindy <CindyHussey@gov.nl.ca>
Subject: Re: Executive Compensation Policy

I guess the only thing outstanding is start date. If we can make it for the following Monday would be God. I can be available before then for any meetings or whatever need be.

L.

Sent from my BlackBerry 10 smartphone on the Bell network.

From: Hussey, Cindy
Sent: Friday, August 12, 2016 1:36 PM
To: Lynn Sullivan
Subject: RE: Executive Compensation Policy

Lynn, Is there anything else I can assist with or any additional questions that I can address for you?

Cindy

Cindy Hussey
Assistant Deputy Clerk
of the Executive Council
Phone: (709) 729-1118
Fax: (709) 729-5218
4th Floor, East Block
Confederation Building
P.O. Box 8700
St. John's, NL
A1B 4J6

From: Lynn Sullivan [mailto:...]
Sent: Thursday, August 11, 2016 3:57 PM
To: Hussey, Cindy <CindyHussey@gov.nl.ca>
Subject: Re: Executive Compensation Policy

Are you able to share the complete policy?

Lynn

From: Hussey, Cindy <CindyHussey@gov.nl.ca>
Sent: August 11, 2016 3:54PM
To: Lynn Sullivan
Cc: Mullaley, Julia
Subject: FW: Executive Compensation Policy

Lynn, further to our discussion, below is the excerpt from policy regarding the placement to step 25 only.

Please let me know if I can assist further.

Cindy

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of the Executive Council
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Fax: (709) 729-5218
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Confederation Building
P.O. Box 8700
St. John’s, NL
A1B 4J6

From: Tinkov, Renee
Sent: Thursday, August 11, 2016 3:47 PM
To: Hussey, Cindy <CindyHussey@gov.nl.ca>
Subject: Executive Compensation Policy

Hi Cindy
As requested:

CREMENTS

An increment is defined as an increase in salary resulting from movement along the steps within a salary scale.

.1 Receipt of Increments

Each executive shall receive an increment upon completion of each twelve months of service (the increment date) equal to four steps on their salary scale. Such increment shall not result in a salary which is in excess of Step 25.

Let me know if you need anything further on this.
Renée Tinkov
Senior Human Resource Consultant
Strategic Human Resource Management Division
Human Resource Secretariat, Executive Council
(709) 729-5201 (office)
(709) 697-3631 (cell)
(709) 729-5421 (fax)
rtinkov@gov.nl.ca

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K, thx.

Sent from my iPad

On Aug 17, 2016, at 3:48 PM, Hussey, Cindy <CindyHussey@gov.nl.ca> wrote:

Both the internal notice and the press release have been distributed. You were copied on the internal notice and the public notices only identify DM changes. ADM changes are communicated internally. You can advise people as appropriate.

Cindy

Cindy Hussey
Assistant Deputy Clerk
of the Executive Council
Phone: (709) 729-1118
Fax: (709) 729-5218
4th Floor, East Block
Confederation Building
P.O. Box 8700
St. John’s, NL
A1B 4J6

From: Lynn Sullivan [mailto:]
Sent: Wednesday, August 17, 2016 3:46 PM
To: Tinkov, Renee <rtinkov@gov.nl.ca>
Cc: Hussey, Cindy <CindyHussey@gov.nl.ca>
Subject: Re: Following up

Is that it for news release? Only mentions DM's. My office is asking if they can advise people.

Sent from my iPad

On Aug 17, 2016, at 2:06 PM, Tinkov, Renee <rtinkov@gov.nl.ca> wrote:

For clarity, you’ll be copied on the internal notice not the press release. The press release will be posted on government's Website.

Thanks

Renee

Sent from my BlackBerry 10 smartphone on the Bell network.

From: Tinkov, Renee
Sent: Wednesday, August 17, 2016 2:03 PM  
To: Lynn Sullivan  
Subject: Re: Following up

Not released yet. You’ll be copied.

Sent from my BlackBerry 10 smartphone on the Bell network.

From: Lynn Sullivan  
Sent: Wednesday, August 17, 2016 2:02 PM  
To: Tinkov, Renee  
Subject: Re: Following up

Where can I find it? Dave Cochrane is started tweeting and I can't find anything.

From: Tinkov, Renee  
Sent: August 17, 2016 1:39 PM  
To: 'Lynn Sullivan'  
Subject: RE: Following up

Hi Lynn  
The internal announcement will be issued at 1:50 followed by a press release at 2:00.  
Please keep your appointment confidential until after the release.  
Thanks,  
Renee

From: Tinkov, Renee  
Sent: Thursday, August 11, 2016 4:16 PM  
To: 'Lynn Sullivan'  
Cc: Hussey, Cindy  
Subject: RE: Following up

Hi Lynn  
Copy of the position description for the ADM, Royalties and Benefits attached for your reference. This position was last rated in June 2007.  
If you require anything further, please advise.

Renée Tinkov  
Senior Human Resource Consultant  
Strategic Human Resource Management Division  
Human Resource Secretariat, Executive Council  
(709) 729-5201 (office)  
(709) 697-3631 (cell)  
(709) 729-5421 (fax)  
rtinkov@gov.nl.ca

10
Hi Renee,

I am more interested in specifics regarding responsibilities as an ADM and if available, specifics of the job being offered. I note it has been rated at 1404, so presumably there was an analysis of the job duties at some point. I'm looking for information that may not be on the public website but would provide guidance as to the job itself.

Thanks,

Lynn

---

Hi Lynn,

Following up with you as per Cindy Hussey's request. Information regarding compensation/benefits package in relation to your Executive job offer with the Government of Newfoundland and Labrador as follows:

Salary
The position of Assistant Deputy Minister, Royalties and Benefits with the Department of Natural Resources is classified on Government's Executive Rating Plan on the 1404 points scale. You have offered the maximum of step 25 on this pay scale, i.e. $130,809 (a copy of 1404 pay scale is attached for your reference).

Paid Leave

As a new Executive you will be entitled to receive 25 days paid leave upon appointment up to 10 years service. This amount will increase to 30 days paid leave for 10-24 years service and 35 days paid leave for 25 years service. It is important to note that any unused paid leave may be carried forward to future years and can be paid out at a later date, in accordance with the Paid Leave Policy. Additional information regarding the Paid Leave Policy can be found at the following link:

http://www.exec.gov.nl.ca/exec/hrs/working_with_us/paid_leave.html

Pension

The Government of Newfoundland and Labrador offers a defined benefit (50/50) cost shared pension plan. Benefits are 2% per year (integrated with CPP at age 65) and there are no maximums.

Insurance Benefits

The Government of Newfoundland and Labrador offers a variety of insurance coverages through Great West Life some of which are cost shared by the employer such as basic group term life and supplementary health care. There are several optional coverages such as dental and long term disability which are not cost shared but which offer...
competitive benefits and premiums. More information on our insurance program is available at the following link:

http://www.exec.gov.nl.ca/exec/hrs/working_with_us/employee_benefits.html

Should you have specific questions about any of our benefits, please contact me at rtinkov@gov.nl.ca or (709) 729-5201.

Best regards,

Renée Tinkov

Senior Human Resource Consultant

Strategic Human Resource Management Division

Human Resource Secretariat, Executive Council

(709) 729-5201 (office)

(709) 697-3631 (cell)

(709) 729-5421 (fax)

rtinkov@gov.nl.ca

From: Hussey, Cindy
Sent: Wednesday, August 10, 2016 2:17 PM
To: Lynn Sullivan
Cc: Tinkov, Renee
Subject: RE: Following up

Lynn, as per our discussion
By copy of this email, I have asked Renee Tinkov to provide any information regarding benefits as well as the link to GNL's HR policies. We will check to see whether a position description exists.

Please continue to keep all information and correspondence confidential until I can advise on the appointment and announcement process.

Thanks!

Cindy

Cindy Hussey
Assistant Deputy Clerk
of the Executive Council
Phone: (709) 729-1118
Fax: (709) 729-5218
4th Floor, East Block
Confederation Building
P.O. Box 8700
St. John's, NL
A1B 4J6

From: Lynn Sullivan
Sent: Wednesday, August 10, 2016 1:22 PM
To: Hussey, Cindy
Subject: Following up

Hi Cindy,
I wanted to touch base and also ask, when do you expect there will be a contract available? Also, if there is any other relevant information/policies specifically related to being in an ADM position or a job description, I would like to see those as well. It would help give some context around what I'm getting into.

FYI, our board of directors is having a conference call this afternoon to discuss

Cheers,

Lynn

From: Mullaley, Julia <JMullaley@gov.nl.ca>
Sent: August 9, 2016 11:58 AM
To: [Redacted]
Cc: Hussey, Cindy
Subject: Contact info

Lynn, as a follow up to our discussion, Cindy Hussey's number is 729-1118 and my number is 729-2853. Please acknowledge receipt of e-mail so I can ensure we are connected. Look forward to further discussions.

Regards,

Julia

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EP-24
POSITION DESCRIPTION
DEPARTMENT OF NATURAL RESOURCES

POSITION: ASSISTANT DEPUTY MINISTER

INCUMBENT:

BRANCH: ENERGY

LOCATION: ST. JOHN'S, NL

DATE: June 11, 2007

GENERAL ACCOUNTABILITY:

The Assistant Deputy Minister, Royalties and Benefits is accountable for ensuring the Province receives maximum benefits (royalties, industrial and employment) from the energy industry and will implement and monitor procedures to ensure that the Province receives the appropriate level of industrial and royalty benefits.

STRUCTURE:

The Assistant Deputy Minister, Royalties and Benefits, is one of three executive positions reporting to the Associate Deputy Minister of Energy with the other positions being the Assistant Deputy Minister of Petroleum Development and Assistant Deputy Minister of Energy Policy.

Reporting directly to the Assistant Deputy Minister, Royalties and Benefits are the following positions:

Director, Industrial Benefits – responsible for ensuring the maximization of industrial and employment benefits from major oil and gas and mining (Voisey's Bay) projects and assisting in the development, negotiation, administration and monitoring of industrial benefits, including development expenditures, employment and other value added activities. Position identifies national and international industrial opportunities, promotes industrial (local supply and service) capabilities and liaises with the C-NLOPB on industrial benefits issues.

Director, Energy Economics – responsible for the planning, organizing and directing of the Energy Economics Division and for providing advice and consultation to the Minister, departmental executive and other senior government officials on all matters in respect of energy economic activities.
Director, Royalties - responsible for developing plans, priorities, strategies and overall direction for the Petroleum Projects Monitoring Division to ensure maximum royalties are collected in a timely manner and participates in the formulation and implementation of departmental policies. Position provides advice and consultation to the Minister, departmental executive and other senior government officials on all matters in respect of petroleum related revenue, legislation and project agreements.

NATURE AND SCOPE:

Environment:

The Department of Natural Resources is primarily responsible for the development, implementation and evaluation of policies and programs to enhance the growth, development and sustainability of the Province's natural resources base including minerals, energy (including oil and gas, hydro and other forms of energy). It is responsible for resource management and conservation policies, resource-based industrial development, analysis of resource-based investment prospects, investment attraction and promotion.

The Energy Branch has been given the mandate to provide a leadership role and focal point for the energy plan for the province which includes developing strong linkages and partnerships with interested stakeholders and being accountable for shared strategies and programs.

Functions of this position:

The Assistant Deputy Minister, Royalties and Benefits is responsible for ensuring the Province receives maximum benefits from the energy industry. The position implements and monitors procedures to ensure the Province receives the appropriate level of industrial and royalty benefits.

The Assistant Deputy Minister oversees the monitoring and auditing of offshore royalties and provides advice to government on negotiating strategies regarding improved benefits and royalty regimes, requiring the assessment and implementation of negotiating strategies to ensure that government positions itself to fully maximize the fiscal and industrial benefits it receives from the development of its resources.

Working with the other Assistant Deputy Ministers, as well as, the Chief legal Advisor, the Canada-Newfoundland and Labrador Offshore Petroleum Board and the Department of Finance, the position also negotiates and administers royalties/benefits agreements and legislation.
Controls:

The Assistant Deputy Minister exercises a broad range of independent action and judgment in advising the Associate Deputy Minister on all aspects of energy economics, royalties and industrial benefits. The specific constraints which limit the authority of the position are government legislation, regulations and guidelines which govern financial administration (Financial Administration Act and Public Tender Act, etc.) and the Governance Policy of the Department.

Contacts:

The Assistant Deputy Minister interacts on a regular basis with not only senior officials in the Department but also with senior officials in other government departments and agencies. The position necessitates close liaison with the central agencies of the provincial government, other relevant provincial government departments and agencies, federal economic/business development departments and agencies and external organizations pertinent to the department's mandate. Maintains ongoing contact with local industry on benefits and promotional issues.

Committees:

The Assistant Deputy Minister participates on senior management committees and performs a corporate role on matters pertaining to program priorities and corporate resourcing strategies and controls, which are fundamental to the Department's direction. The Assistant Deputy Minister plays a critical role as a principal advisor on all aspects of resource management policies, priorities and strategic objectives. The incumbent is also responsible for providing advice on the full implication of ongoing and proposed programs and providing continuing analysis of resource policy issues affecting new or enhanced initiatives.

Major Challenges:

A major challenge of the job arises during the planning and management of projects and initiatives. Expeditious discharge of these responsibilities, demands, knowledge and sound judgment concerning time and budgetary constraints, availability of human resources, reliability of cost estimates, and interdepartmental and intergovernmental priorities and sensitivities (which frequently conflict), all of which must be applied within the context of broad and seasoned knowledge and judgment. Most problems are solved through consultation with senior colleagues.

The complexity and diversity of the Department, the increasing involvement of partners and stakeholders in the delivery of new programs and initiatives being introduced to enhance departmental efficiency, effectiveness, sensitivity and responsiveness are all factors that present significant challenges to the Assistant Deputy Minister.
Another challenge for the Assistant Deputy Minister is to manage the human and financial resources in order to fulfill the mandate of the Energy Branch.

DIMENSIONS:

Staff: 27

Salary & Operating Budget: $4.1 million

Royalties: $1 billion

SPECIFIC ACCOUNTABILITIES:

1. Demonstrates leadership, direction and focus in ensuring the mandate, mission and vision of the Energy Branch are consistently delivered through the services of the Royalties and Benefits Section.

2. Oversees the development of policies, procedures and plans regarding the Branch, in consultation with appropriate groups and provincial and federal departments/agencies and ensures they support government’s overall goals, strategies, priorities and objectives.

3. Contributes to the development and maintenance of the overall strategic vision and planning, policy and program/service delivery frameworks and implements departmental and federal/provincial accountability frameworks to monitor performance in implementing strategic and operational plans.

4. Coordinates the preparation of position development/briefing materials relating to federal/provincial ministerial meetings that are within the jurisdiction of the Department.

5. Directs and supervises the preparation of the section’s annual budget and, upon approval, implements and monitors throughout the year to ensure adherence to budget objectives.

6. Ensures proper monitoring and enforcement procedures are in place for the various royalty regimes so as to maximize royalties from oil and gas production.

7. Represents department on intergovernmental and international committees dealing with major energy development and related management matters.

8. Provides strategic leadership and direction in the planning and management of the Branch to ensure maximum production and to sustain a creative, professional environment and optimal effectiveness and efficiency.

APPROVALS:

Incumbent:

Associate Deputy Minister:
Yes, but it says to keep confidential until the news release. There hasn't been a news release with my name in it.

Sent from my iPad

On Aug 17, 2016, at 3:47 PM, Hussey, Cindy <CindyHussey@gov.nl.ca> wrote:

Lynn, did you receive this announcement? You were copied on same.

Cindy

Cindy Hussey
Assistant Deputy Clerk
of the Executive Council
Phone: (709) 729-1118
Fax: (709) 729-5218
4th Floor, East Block
Confederation Building
P.O. Box 8700
St. John's, NL
A1B 4J6

From: Clerk of Executive Council
Sent: Wednesday, August 17, 2016 2:53 PM
To: Alteen, Larry <LarryAlteen@gov.nl.ca>; Ballard, Donna M <DBallard@gov.nl.ca>; Balsom, Stephen <StephenBalsom@gov.nl.ca>; Barnes, Janice <janicebarnes@gov.nl.ca>; Batstone, Angela E. <angelabatstone@gov.nl.ca>; Bowles, Ron <rabowles@gov.nl.ca>; Bown, Charles W. <cbrown@gov.nl.ca>; Breen, Seamus <SeamusBreen@gov.nl.ca>; Brewer, Donna <dbrewer@gov.nl.ca>; Burke, Brian G. <BrianGBurke@gov.nl.ca>; Carter, Paul <paulcarter@gov.nl.ca>; Chafe, Ann <annchafe@gov.nl.ca>; Chippett, Jamie <JamieChippett@gov.nl.ca>; Clarke, Ingrid E. <ingridclarke@gov.nl.ca>; Companion, Lori Anne <LoriAnneCompanion@gov.nl.ca>; Cooper, Bruce <BruceCooper@gov.nl.ca>; Cowan, John <JCowan@gov.nl.ca>; Day, Elizabeth <ElizabethDay@gov.nl.ca>; Deering, Keith <keithdeering@gov.nl.ca>; Doolding, Genevieve (AES) <GDooling@gov.nl.ca>; Dunphy, Debbie A <DDunphy@gov.nl.ca>; Dutton, Sean <sdutton@gov.nl.ca>; English, Tracy <TEnglish@gov.nl.ca>; Follett, Tina M. <tfollett@gov.nl.ca>; Foote, Carla <CarlaFoote@gov.nl.ca>; Foote, Wes <wesfoote@gov.nl.ca>; Gardiner, Bob B <bobgardiner@gov.nl.ca>; Genge, Daryl <DarylGenge@gov.nl.ca>; Goebel, Martin <mgoebel@gov.nl.ca>; Gover, Aubrey <aubreygover@gov.nl.ca>; Grandy, Cory <corygrandy@gov.nl.ca>; Hanrahan, Denise <Hanrahand@gov.nl.ca>; Hanrahan, Heather D <HeatherHanrahan@gov.nl.ca>; Harding, Craig <CraigHarding@gov.nl.ca>; Harvey, Max <MaxHarvey@gov.nl.ca>; Harvey, Michael <michaelharvey@gov.nl.ca>; Hawley, Kim <kimhawle@gov.nl.ca>; Healey, Rick M. <rhealey@gov.nl.ca>; Hearn, Judith <JudithHearn@gov.nl.ca>; Hearn, Patricia <hearnp@gov.nl.ca>; Hogan, Dennis A. <dhogan@gov.nl.ca>; Hollett, Alton <ahollett@gov.nl.ca>; Hollett, Bruce <brucehollett@gov.nl.ca>; Howe, Peter <phowe@gov.nl.ca>; Hussey, Cindy <CindyHussey@gov.nl.ca>; Jacobs, Heather <heatherj@gov.nl.ca>; Janes, Colleen G <CJanes@gov.nl.ca>; Janes, Glenn (RDC) <glennjanes@rdc.org>; Jones, Jackie <JackieJanes@gov.nl.ca>; Jewer, Michelle N. <MichelleJewer@gov.nl.ca>; Jones, Mark
EXECUTIVE APPOINTMENTS

I am pleased to announce the following appointments within the Executive group.

Ted Lomond is appointed as Deputy Minister of the Department of Business, Tourism, Culture and Rural Development effective August 18, 2016.

Bruce Cooper is appointed as Deputy Minister of the Department of Children, Seniors and Social Development effective August 18, 2016.

David Lewis is appointed as Deputy Minister of the Department of Fisheries, Forestry and Agrifoods effective August 18, 2016.

John Abbott is appointed as Deputy Minister of the Department of Health and Community Services effective August 18, 2016.

Patricia A. Hearn is appointed as Deputy Minister for Intergovernmental Affairs, effective September 26, 2016.
Sean Dutton is appointed as Deputy Minister of the Department of Service Newfoundland and Labrador and the Deputy Minister of Procurement effective August 18, 2016.

Jackie Lake Kavanagh is appointed as the Assistant Deputy Minister (Labour, Policy and Services) in the Department of Advanced Education, Skills and Labour effective August 18, 2016.

Donna O'Brien is appointed as the Assistant Deputy Minister (Regional Services Delivery) in the Department of Advanced Education, Skills and Labour effective August 18, 2016.

Ben Gardner is appointed as the Assistant Deputy Minister (Trade and Investment) in the Department of Business, Tourism, Culture and Rural Development effective August 22, 2016.

Daryl Genge is appointed as the Assistant Deputy Minister (Regional Development) in the Department of Business, Tourism, Culture and Rural Development effective August 18, 2016.

Marc Kielley is appointed as the Assistant Deputy Minister (Innovation and Strategic Industries) in the Department of Business, Tourism, Culture and Rural Development, on an acting basis, effective August 31, 2016.

Susan Walsh is appointed as the Assistant Deputy Minister (Service Delivery and Regional Operations) in the Department of Children, Seniors and Social Development effective August 18, 2016.

Judith Hearn is appointed as the Assistant Deputy Minister of the Communications and Public Engagement Branch effective August 18, 2016.

Paul Smith is appointed as the Assistant Deputy Minister (Corporate Services) in the Department of Education and Early Childhood Development effective August 18, 2016.

Rita Malone is appointed as the Assistant Deputy Minister (Natural Heritage) in the Department of Environment and Climate Change effective August 18, 2016.

George Joyce is appointed as the Assistant Deputy Minister (Labour Relations) in the Human Resources Secretariat effective September 6, 2016.

Paula Walsh is appointed as the Assistant Deputy Minister (Public Safety and Enforcement) in the Department of Justice and Public Safety effective September 19, 2016.

Tony Grace is appointed as the Assistant Deputy Minister (Lands) in the Department of Municipal Affairs effective August 18, 2016.

Dana Spurrell is appointed as the Assistant Deputy Minister (Fire, Emergency and Corporate Services) in the Department of Municipal Affairs effective August 18, 2016.

Lynn Sullivan is appointed as the Assistant Deputy Minister (Royalties and Benefits) in the Department of Natural Resources, on an acting basis, effective August 22, 2016.

Walter Parsons is appointed as the Assistant Deputy Minister (Energy) in the Department of Natural Resources effective August 18, 2016.

Darryl Johnson is appointed as the Assistant Deputy Minister (Occupational Health and Safety) in the Department of Service Newfoundland and Labrador, on an acting basis, effective September 1, 2016.

Roxie Wheaton is appointed as the Assistant Deputy Minister (Government Services) in the Department of Service Newfoundland and Labrador effective August 18, 2016.
Tracy English is appointed as the Assistant Deputy Minister (Strategic and Corporate Services) in the Department of Transportation and Works effective September 5, 2016.

Paul Carter is appointed as Executive Director (Muskrat Falls Oversight) with Executive Council effective August 18, 2016.

Frances Knickle is appointed as the Director of Public Prosecutions in the Department of Justice and Public Safety, on an acting basis, effective August 18, 2016.

Peter Howe has accepted an Executive Development opportunity with Cabinet Secretariat effective August 18, 2016.

Julia Mullaley

Biographical Information

Ted Lomond

Ted Lomond has been the Executive Director of the Newfoundland and Labrador Environmental Industry Association (NEIA) since July, 2012. Mr. Lomond has extensive experience in economic and business development, having worked as a consultant to the private sector and having held senior management positions with the provincial government, the Leslie Harris Centre of Regional Policy and Development at Memorial University and the Newfoundland and Labrador Regional Economic Development Association (NLRED). Mr. Lomond currently serves on the Atlantic Advisory Committee, Natural Science and Engineering Research Council and is a lecturer in the Faculty of Business Administration at Memorial University. Mr. Lomond’s academic credentials include Master of Business Administration, Master of Philosophy in Humanities, Master Certificate in Project Management, Diploma in Applied Ethics (Environmental) and Diploma in Credit Management, Bachelor of General Studies in Arts and Sciences, executive management programs and several professional certifications. Mr. Lomond is a Fellow of the School of Graduate Studies, Memorial University and is currently completing a Master of Arts (Geography), Memorial University

Bruce Cooper

Bruce Cooper started his career with the public service in 1990 as a Social Worker with Child Protection and has been in senior leadership positions in the public and non-profit sectors for over 20 years. He has served as Assistant Deputy Minister (Policy and Planning) with the Labour Relations Agency, Assistant Deputy Minister in the Department of Child, Youth and Family Services, Assistant Secretary to Cabinet (Social Policy) and Assistant Deputy Minister of Health and Community Services (Policy and Planning). Mr. Cooper has also served as Deputy Minister of Health and Community Services and Deputy Minister of the Human Resources Secretariat within Executive Council and Deputy Secretary to Treasury Board. He is a former Executive Director and Registrar of the Newfoundland and Labrador Association of Social Workers, Sessional Lecturer at Memorial University and Assistant Executive Director of Health and Community Services – St. John’s Region. Mr. Cooper holds Bachelor and Masters Degrees of social work from Memorial University and has engaged in a variety of continuing education efforts. Over his career, Mr. Cooper has been involved as a volunteer in the governance of a variety of voluntary and not for profit organizations.

David Lewis

David Lewis has held various positions related to the Newfoundland and Labrador fishing industry over the past 35 years. He is currently the acting Deputy Minister of the Department of Fisheries
and Aquaculture. Prior to this, Mr. Lewis held the position of Assistant Deputy Minister, Corporate Services, with the Department of Advanced Education and Skills. From 2001 to 2011, Mr. Lewis was the Assistant Deputy Minister, Policy and Planning, and Assistant Deputy Minister, Fisheries Branch, with the Department of Fisheries and Aquaculture. Mr. Lewis has also worked with the Fisheries Association of Newfoundland and Labrador as Executive Assistant to the President and with the federal Department of Fisheries and Oceans as biological research technician. In addition to his work in fisheries, Mr. Lewis has also held a number of senior leadership roles within the provincial government, including Assistant Deputy Minister, Finance and Administration, Department of Education. Mr. Lewis has a Masters of Business Administration, Bachelor of Science (Honours) and Bachelor of Education from Memorial University of Newfoundland.

John G. Abbott, M.A.

John G. Abbott recently worked as a management consultant with The Institute for the Advancement of Public Policy, Inc. (St. John's) where he specialized in public policy analysis and development. Leading up to this point in his career, Mr. Abbott was CEO of the Health Council of Canada (Toronto); Deputy Minister of Health and Community Services with the Government of Newfoundland and Labrador; Assistant Secretary of the Treasury Board responsible for budget and information management; Associate Deputy Minister of Health and Community Services; Chairman and CEO of Newfoundland and Labrador Housing Corporation; Deputy Minister of Works, Services and Transportation; and, Deputy Minister of Municipal and Provincial Affairs. He also worked in the Department of Finance (1980-82), the Intergovernmental Affairs Secretariat (1982-87) and with the Senior Expenditure Review Committee (1987-89). Mr. Abbott's distinguished work as a public sector executive earned him The Institute of Public Administration of Canada (NL Division) Lieutenant-Governor Award of Excellence in Public Administration in 1999. In 2012, CMHA-NL awarded him the Dr. Clarence Pottle Award for Outstanding Service to Furthering Mental Health in the province. John holds a BA in political science and economics from Memorial University of Newfoundland and a MA in Public Administration from Carleton University (Ottawa). Mr. Abbott is National Treasurer of the Canadian Mental Health Association and recent President of its NL Division. He also sat on the board of directors of the NL Division of the Canadian Corps of Commissionaires, Hot Soup Cool Jazz Association, Community Coalition for Mental Health, Jimmy Pratt Foundation and was chair of the board of directors of the former Health Care Corporation of St. John's.

Patricia A. Hearn

Patricia A. Hearn has over 20 years of experience as an Executive with the federal government in areas of economic and social policy and programs. Most recently she served as the Atlantic Executive Director of Innovation, Science and Economic Development (formerly Industry Canada) where she oversaw the operations of the federal government's economic program and policy agenda in the four Atlantic Provinces. Through several senior management roles in areas of innovation, trade and economic development, she has developed strong networks at the federal and provincial levels, which she brings to this role. In addition to her Bachelor of Science and Bachelor of Education degrees, Ms. Hearn also holds a Master of Business Administration degree from Memorial University of Newfoundland.

Sean Dutton

Sean Dutton is currently the Chief Executive Officer of Fire and Emergency Services-Newfoundland and Labrador and Deputy Minister for Intergovernmental Affairs. Mr. Dutton started his career with the provincial government in 1994 as an Analyst with the Intergovernmental Affairs Secretariat, where he also worked as a Senior Analyst, Director of Resource and Economic Policy and Assistant Deputy Minister. His other roles within the provincial public service have included Cabinet Officer with Executive Council; Assistant Deputy Minister and Deputy Minister of the Department of Labrador and Aboriginal Affairs; Deputy Minister of the Intergovernmental and Aboriginal Affairs Secretariat; Deputy Minister (Core Mandate Analysis), Executive Council; and,
Deputy Minister (Intergovernmental Affairs), Department of Municipal and Intergovernmental Affairs. Mr. Dutton is a graduate of Acadia University, holding Bachelor of Arts (Honours) and Master of Arts degrees, both in political science.

Jackie Lake Kavanagh

Jacqueline Lake Kavanagh has served as Assistant Deputy Minister for Public Safety and Enforcement with the Department of Justice and Public Safety since 2012. Prior to that, she served as Director of Policy and Strategic Planning, Director of Family Justice Services, Director of Aboriginal Research Unit and Provincial Manager of Victim Services. Ms. Lake Kavanagh has taught at Memorial University in the Faculty of Social Work, as well as in the Police Studies and Criminology Programs. Prior to joining the public service, she worked with the St. John's Status of Women Council and other community agencies. Ms. Lake Kavanagh holds a Master of Social Work degree (Social Policy and Administration), Bachelor of Social Work, Certificate in Criminology and has completed Memorial's Executive Development Certificate.

Donna O'Brien

Donna O'Brien began her career with the provincial government in 1988 as a front-line Client Services Officer and then as Social Worker with the former Department of Social Services. She has served in various management roles since 1997 including Director of Income Support and Director of the Poverty Reduction Strategy with the Department of Advanced Education and Skills. Since 2012, Ms. O'Brien has been an Assistant Deputy Minister with the Department of Child, Youth and Family Services in Policy and Programs and most recently in Service Delivery and Regional Operations. Ms. O'Brien holds the degrees of Bachelor of Social Work and Bachelor of Arts from Memorial University, as well as a Certificate in Public Administration. She is a registered Social Worker with the Newfoundland and Labrador Association of Social Workers.

Ben Gardner

Ben Gardner has over 20 years' experience in business and economic development, having worked for closely held corporations, crown corporations and provincial government. Mr. Gardner's areas of expertise include foreign-direct investment, marketing and business development, corporate strategy, operations, key account management and product and channel development. Prior to joining the Department of Business, Tourism, Culture and Rural Development (BTCRD), Mr. Gardner was VP, Business Development for the m5 Group of companies. Previously, Mr. Gardner was Director of Investment Attraction in BTCRD. Mr. Gardner holds an MBA from University of Ottawa (Telfer School of Management) and is a graduate of the executive program.

Daryl Genge

Daryl Genge was appointed Assistant Deputy Minister (Trade and Investment) with the Department of Business, Tourism, Culture and Rural Development in June 2012, and has been the Deputy Minister (Acting) since April 2016. Prior to joining the provincial government, Mr. Genge served as a Director with Memorial University’s Faculty of Business where he oversaw a Middle East joint-venture on behalf of university and government partners and advised high-growth firms on equity financing and international market expansion. Mr. Genge also spent eight years as President of an independent consulting firm specializing in industry and business strategy, organizational innovation and international relations. For seven years he was Director of Business Development with Operation ONLINE Inc. and was a member of Newfoundland and Labrador’s information technology sector development Task Force Secretariat. Mr. Genge also spent three years as Manager, Business Development with Enterprise Newfoundland and Labrador’s Enterprise Network and started his career as an analyst with firms active in the province’s offshore oil industry. Mr. Genge is a graduate of Memorial University and has a Bachelor of Science (Computer Science). He is also a Certified Management Consultant.
Marc Kielley

Marc Kielley is a graduate of Memorial University with a Bachelor of Commerce and a Masters in Employment Relations. He has over 30 years' experience in the private and public sectors where he has an accomplished record in the planning, development and cultivation of strategic partnerships with industry, academia and public organizations. Most recently, at Memorial University, Mr. Kielley has been employed in progressively responsible positions and has contributed positively to the growth of an innovation based R&D research portfolio through establishing collaborative partnerships with companies in the science, technology and natural resources sectors of the economy. Marc has previously held several positions in the fisheries and aquaculture sectors, including serving as Executive Director of the Newfoundland Aquaculture Industry Association where he was instrumental in the strategic development of the industry.

Susan Walsh

Susan Walsh began her career with the public service in 1991 and progressed through direct delivery, management, policy and director positions within the former Department of Social Services, Eastern Regional Health Authority, Department of Health and Community Services, Department of Child Youth and Family Services, Core Mandate Office of Executive Council and the Labour Relations Agency. She has led various projects including: Government's response to the Turner Review and Investigation; and, the Statutory Review of the Workplace Health, Safety and Compensation System and has served as Cabinet Officer with Executive Council. Ms. Walsh is currently the Assistant Deputy Minister of Fire and Emergency Services – Newfoundland and Labrador. She holds a Master of Social Work, specializing in policy and administration, from the University of Toronto and a Bachelor of Social Work degree from Memorial University. She is an avid volunteer with minor hockey.

Judith Hearn

Judith Hearn was most recently Deputy Minister for the Office of Public Engagement, which supported and delivered public engagement opportunities and supported the administration of the Access to Information and Protection of Privacy Act (ATIPPA 2015). Prior to her appointment to the OPE, Ms. Hearn served as Deputy Minister of the Department of Seniors, Wellness and Social Development, Deputy Minister of the former Department of Tourism, Culture and Recreation and served three years as Assistant Deputy Minister, Trade and Export Development in the former Department of Innovation, Business and Rural Development. Ms. Hearn came to the provincial government from industry where she spent eight years in the development and growth of export-oriented information technology companies. Ms. Hearn also worked as a teacher in Newfoundland and Labrador's secondary education system prior to her work in the private sector. Ms. Hearn holds a Bachelor of Education from Memorial University and a Bachelor of Arts (History) from Carleton University (Ottawa).

Paul Smith

Paul Smith began his career with the provincial government in 1990 with the Office of the Auditor General. In 1993, he moved to the Office of the Comptroller General where he held a number of management-level positions including Director of Government Accounting until 2011, at which time he was appointed to the position of Assistant Deputy Minister (Municipal Support) in the Department of Municipal Affairs. In 2013, he assumed the position of Assistant Deputy Minister (Strategic and Corporate Services) with the Department of Transportation and Works. A graduate of Memorial University of Newfoundland (1990), Mr. Smith holds a Bachelor of Commerce (Hons) degree and is both a Chartered Accountant and a Certified Management Accountant.

Rita Malone
Rita Malone was appointed Assistant Deputy Minister, Regional Operations, Department of Innovation, Trade and Rural Development in August, 2004. Ms. Malone joined the provincial government in 1985 after an eight year career in Branch Management with a major commercial bank serving in branches in Nova Scotia and Newfoundland and Labrador. Since joining government, she has held a number of progressively responsible positions throughout government including management positions with the Department of Transportation and Communications and Public Service Commission with responsibility for Western Newfoundland and Labrador regions. She has been involved in economic and community development in senior management positions with Newfoundland and Labrador Development Corporation, Department of Development and Rural Renewal and Department of Industry, Trade and Rural Development. Ms. Malone has been involved in federal provincial structures with respect to labor market, economic development and business policy. She currently holds Director Positions on a number of boards related to economic development. Ms. Malone has been involved in a number of volunteer leadership positions at provincial and national level including Canada Winter Games, 2016 Special Olympics, Alpine Canada, International Judo, post Chair and longtime director of the Western Memorial Regional Hospital Foundation. Ms. Malone is currently Assistant Deputy Minister of Business and Regional Development, Department of Business, Tourism, Culture and Rural Development, responsible for front line service delivery, business financing, investment attraction and regional economic development.

George Joyce

George Joyce has over 30 years’ experience in collective bargaining and labour relations in both the private and public sectors in the province. For the past 12 years, Mr. Joyce has held the positions of Chief Negotiator - Canship Ugland Ltd. and Executive Director of NL Seafood Processors Association (a group representing 22 seafood companies). As well, Mr. Joyce has provided human resource and management consulting services to many local companies as a labour relations consultant and Associate with Royer Thompson Associates. Prior to private sector work, Mr. Joyce spent 19 years employed with the provincial government as Senior Mediator, Director of Labour Relations, and Assistant Deputy Minister of Labour. During his tenure with the provincial government, Mr. Joyce was instrumental in resolving many high profile and controversial labour disputes. Mr. Joyce attended Memorial University and studied Economics.

Paula Walsh

Paula M. Walsh is a 33-year veteran of the Royal Newfoundland Constabulary. Ms. Walsh, a graduate of the Atlantic Police Academy, studied at the Canadian Police College and the Canadian Emergency Preparedness College (Ottawa) as well as Memorial University. She has extensive management experience with the RNC and has served as the Commanding Officer, Labrador West Region, Officer in Charge: Economic Crime Unit, Mobile Support Team, General Investigation Unit of the RNC Criminal Investigation Division, St. John’s and the Officer in Charge of Training, RNC Memorial Campus, St. John’s.

Tony Grace

With more than 25 years of provincial and federal government experience, Tony Grace brings a comprehensive understanding of the operations of government in Newfoundland and Labrador. Having started his provincial career as a legislative assistant (1989), Mr. Grace went on to become Executive Assistant to the Premier (1996-2000). Over the last ten years Mr. Grace has worked in both the Department of Fisheries and Aquaculture and the Department of Business, Tourism and Rural Development. Mr. Grace attended Memorial University and studied in the Arts. He continued on to complete a Master Certificate in Project Management from York University.

Dana Spurrell
Dana Spurrell is currently the Assistant Deputy Minister, Corporate Services and Policy with the Department of Municipal Affairs. Ms. Spurrell has 20 years of experience with the provincial government crossing various departments and agencies including Environment and Conservation, Office of Executive Council, Labour Relations Agency, Department of Education and the Office of Public Engagement. Ms. Spurrell brings a strong background in policy, corporate management and stakeholder engagement having worked with the community sector, NL Housing and the federal-provincial Forum of Labour Market Ministers. Prior to her appointment with Municipal Affairs, Ms. Spurrell held the position of Director of Policy and Strategic Planning for the Department of Environment and Conservation. Ms. Spurrell possesses Bachelor of Science and Masters of Applied Social Psychology degrees from Memorial University.

Lynn Sullivan

Lynn Sullivan graduated with a Bachelor of Commerce (Co-operative) Honors from Memorial University in 1999 and began her career with PricewaterhouseCoopers where she articled to obtain her Chartered Accountant designation. She has since split her career between the oil and gas and legal industries in senior management, operations and financial roles. Most recently, Ms. Sullivan has worked with the Newfoundland & Labrador Legal Aid Commission as the Deputy Provincial Director – Corporate Services. Ms. Sullivan volunteers with a number of not for profit organizations and currently sits on the boards of the YMCA of Newfoundland & Labrador, the Community Sector Council and the Public Legal Information Association of Newfoundland & Labrador.

Walter Parsons

Walter Parsons joined the Department of Natural Resources in 2011 as Director of Electricity and Alternative Energy. He was appointed Executive Director (Iron Ore Industry) in 2012, and most recently served as a Cabinet Officer with Executive Council. Between 1998 and 2011, Mr. Parsons worked for a number of private sector and Crown corporations including Imperial Oil and Nalcor Energy. He is a professional engineer, a graduate of the University of New Brunswick and a volunteer with the Association for New Canadians.

Darryl Johnson

Darryl Johnson has worked at various levels of the provincial and federal public service over the past 25 years. Most recently he has been Director of Environmental Health in the Population Health Branch of the Department of Health and Community Services. In addition, his previous work experience included senior management and inspection positions with the Government Service Centre in Happy Valley-Goose Bay, Labrador and policy and inspection positions with the Department of Health and Community Services. Mr. Johnson has also worked with Health Canada’s Occupational Health and Safety Agency. Mr. Johnson holds a Bachelor of Science (Biology) from Memorial University, a Diploma of Technology (Environmental Health) from the British Columbia Institute of Technology, a Master of Science (Public Health) from the University of London and the postgraduate Diploma of the London School of Hygiene and Tropical Medicine. He is also a Certified Public Health Inspector, a member of the Newfoundland and Labrador Branch of the Canadian Institute of Public Health Inspectors (CIPHI) and former member of the National Executive Council of CIPHI.

Roxie Wheaton

Roxie Wheaton started her career with the provincial government in 1988. Since August 2007, Ms. Wheaton has held the position of Assistant Deputy Minister (Regional Service Delivery) with the Department of Advanced Education and Skills. In 2014, Ms. Wheaton also assumed Executive leadership responsibility for the Income and Social Supports program – one of the largest social programs in the provincial government. Prior to becoming an Assistant Deputy Minister, Ms. Wheaton was Regional Director (Avalon Region) for six years. In 2003, in recognition of her
unique combination of experiences, she was invited by the South African Government to provide technical advice and assistance in the development of programs, accountability measures and a new delivery model. In 2006, she received a Public Service Award of Excellence in recognition of her leadership, vision and ability to build effective partnerships. Ms. Wheaton holds a Bachelor of Arts in psychology from Saint Thomas University. She also attended the University of Victoria’s Canadian Institute in Social Policy Analysis and completed the Executive Development Program at Memorial University.

**Tracy English**

Tracy English most recently served as Associate Deputy Minister (Energy) with the Department of Natural Resources, serving previously as the Deputy Minister (Acting) and Assistant Deputy Minister of the Intergovernmental Affairs Secretariat of Executive Council. She began her career with the provincial government in 1999 as an analyst with the Department of Natural Resources. Her roles in the provincial public service have also included Cabinet Officer with Cabinet Secretariat of Executive Council and Director of Energy Policy with the Department of Natural Resources. Ms. English has a Master of Arts (history), Bachelor of Arts (history and political science) and diploma in information technology from Memorial University.

**Paul Carter**

Paul Carter most recently served as Assistant Deputy Minister (Royalties and Benefits), Department of Natural Resources since 2012. Prior to this he held the positions of Executive Director (Iron Ore Industry) and Executive Director of Labrador West also with the Department of Natural Resources. Mr. Carter has also worked with Natural Resources Canada – Canadian Forest Service in Corner Brook in forest research and resource development fields. Mr. Carter holds both Masters and Bachelor of Science degrees in forestry from the Faculty of Forestry and Environmental Management, University of New Brunswick.

**Frances Knickle**

Frances Knickle is Senior Crown with the Special Prosecutions Unit of the Department of Justice and Public Safety. Born in Lunenburg, Nova Scotia, she attended the University of King’s College in Halifax and completed her undergraduate studies at Acadia University, receiving a Bachelor of Arts in Music in 1984. Ms. Knickle received her Bachelor of Laws from the Schulich School of Law (formerly Dalhousie Law School) in 1991. She articled with the Department of Justice and has worked with the Public Prosecutions Division since her call to the Bar of Newfoundland and Labrador in 1992. In 2010 Ms. Knickle was appointed Senior Crown Eastern Region Office. She returned to Special Prosecutions as Senior Crown in September 2012. Ms. Knickle has appeared at all levels of court, including the Supreme Court of Canada.

**Peter Howe**

Peter Howe began his career with the provincial government in 1994. He has spent most of his career primarily with the Lands Branch of the Department of Municipal Affairs, holding progressively responsible positions including Regional Lands Manager, Manager of Crown Lands Administration and Director of the Crown Lands Administration Division. Since 2010, Peter has served as the Assistant Deputy Minister of Lands. Mr. Howe holds a Bachelor of Science Degree in geography from Memorial University and has completed post graduate course work towards a Masters of Arts degree in geography from Memorial University.

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copying by any means of this information is strictly prohibited. If you received this email in error, please delete it immediately and notify the sender.”
Good Morning Lynn,

With respect to the payroll/human resource side of your employment, Renee and I will connect with you next week to discuss the employment contract and documentation needed for payroll. You can also expect to be invited to an executive orientation within the first couple of weeks of your employment.

In terms of connecting with the Deputy Minister, you can contact Charles Bown at 729-2766. I spoke with him this morning and he is looking forward to connecting with and meeting you. If possible, can you call him today as he is on vacation after tomorrow and would like to meet with you at your convenience today or tomorrow.

Please let me know if there any other assistance I can provide. I also look forward to meeting you!

Cindy

Cindy Hussey
Assistant Deputy Clerk
of the Executive Council
Phone: (709) 729-1118
Fax: (709) 729-5218
4th Floor, East Block
Confederation Building
P.O. Box 8700
St. John's, NL
A1B 4J6

Hi,

Can you let me know next steps? I'm available anytime over next 2 days.

Thx,

Lynn

Sent from my BlackBerry 10 smartphone on the Bell network.
Is that it for news release? Only mentions DM's. My office is asking if they can advise people.

Sent from my iPad

On Aug 17, 2016, at 2:06 PM, Tinkov, Renee <rtinkov@gov.nl.ca> wrote:

For clarity, you'll be copied on the internal notice not the press release. The press release will be posted on governments Website.
Thanks
Renee

Sent from my BlackBerry 10 smartphone on the Bell network.

From: Tinkov, Renee
Sent: Wednesday, August 17, 2016 2:03 PM
To: Lynn Sullivan
Subject: Re: Following up

Not released yet. You'll be copied.

Sent from my BlackBerry 10 smartphone on the Bell network.

From: Lynn Sullivan
Sent: Wednesday, August 17, 2016 2:02 PM
To: Tinkov, Renee
Subject: Re: Following up

Where can I find it? Dave Cochrane is started tweeting and I can't find anything.

From: Tinkov, Renee <rtinkov@gov.nl.ca>
Sent: August 17, 2016 1:39 PM
To: 'Lynn Sullivan'
Subject: RE: Following up

Hi Lynn
The internal announcement will be issued at 1:50 followed by a press release at 2:00. Please keep your appointment confidential until after the release.
Thanks,
Renee

From: Tinkov, Renee
Sent: Thursday, August 11, 2016 4:16 PM
To: 'Lynn Sullivan'
Cc: Hussey, Cindy
Subject: RE: Following up
Hi Lynn
Copy of the position description for the ADM, Royalties and Benefits attached for your reference. This position was last rated in June 2007.
If you require anything further, please advise.

Renée Tinkov
Senior Human Resource Consultant
Strategic Human Resource Management Division
Human Resource Secretariat, Executive Council
(709) 729-5201 (office)
(709) 697-3631 (cell)
(709) 729-5421 (fax)
rtinkov@gov.nl.ca

Hi Renee,

I am more interested in specifics regarding responsibilities as an ADM and if available, specifics of the job being offered. I note it has been rated at 1404, so presumably there was an analysis of the job duties at some point. I'm looking for information that may not be on the public website but would provide guidance as to the job itself.

Thanks,

Lynn

From: Tinkov, Renee <rtinkov@gov.nl.ca>
Sent: August 11, 2016 2:47 PM
Hi Lynn,

Following up with you as per Cindy Hussey's request. Information regarding compensation/benefits package in relation to your Executive job offer with the Government of Newfoundland and Labrador as follows:

**Salary**

The position of Assistant Deputy Minister, Royalties and Benefits with the Department of Natural Resources is classified on Government's Executive Rating Plan on the 1404 points scale. You have offered the maximum of step 25 on this pay scale, i.e. $130,809 (a copy of 1404 pay scale is attached for your reference).

**Paid Leave**

As a new Executive you will be entitled to receive 25 days paid leave upon appointment up to 10 years service. This amount will increase to 30 days paid leave for 10-24 years service and 35 days paid leave for 25 years service. It is important to note that any unused paid leave may be carried forward to future years and can be paid out at a later date, in accordance with the Paid Leave Policy. Additional information regarding the Paid Leave Policy can be found at the following link:

http://www.exec.gov.nl.ca/exec/hrs/working_with_us/paid_leave.html

**Pension**

The Government of Newfoundland and Labrador offers a defined benefit (50/50) cost shared pension plan. Benefits are 2% per year (integrated with CPP at age 65) and there are no maximums.
Additional information respecting the pension plan can be obtained at the following link:

http://www.exec.gov.nl.ca/exec/hrs/pensions/plans_PSPP.html

**Insurance Benefits**

The Government of Newfoundland and Labrador offers a variety of insurance coverages through Great West Life some of which are cost shared by the employer such as basic group term life and supplementary health care. There are several optional coverages such as dental and long term disability which are not cost shared but which offer competitive benefits and premiums. More information on our insurance program is available at the following link:

http://www.exec.gov.nl.ca/exec/hrs/working_with_us/employee_benefits.html

Should you have specific questions about any of our benefits, please contact me at rtinkov@gov.nl.ca or (709) 729-5201.

Best regards,

**Renée Tinkov**

Senior Human Resource Consultant

Strategic Human Resource Management Division

Human Resource Secretariat, Executive Council

(709) 729-5201 (office)

(709) 697-3631 (cell)

(709) 729-5421 (fax)

rtinkov@gov.nl.ca
By copy of this email, I have asked Renee Tinkov to provide any information regarding benefits as well as the link to GNL’s HR policies. We will check to see whether a position description exists.

Please continue to keep all information and correspondence confidential until I can advise on the appointment and announcement process.

Thanks!

Cindy

Cindy Hussey
Assistant Deputy Clerk
of the Executive Council
Phone: (709) 729-1118
Fax: (709) 729-5218
4th Floor, East Block
Confederation Building
P.O. Box 8700
St. John’s, NL
A1B 4J6
Hi Cindy,

I wanted to touch base and also ask, when do you expect there will be a contract available? Also, if there is any other relevant information / policies specifically related to being in an ADM position or a job description, I would like to see those as well. It would help give some context around what I'm getting into.

FYI, our board of directors is having a conference call this afternoon to discuss the leave of absence request.

Cheers,

Lynn

---

Lynn, as a follow up to our discussion, Cindy Hussey's number is 729-1118 and my number is 729-2853. Please acknowledge receipt of e-mail so I can ensure we are connected. Look forward to further discussions.

Regards,

Julia
“This email and any attached files are intended for the sole use of the primary and copied addressee(s) and may contain privileged and/or confidential information. Any distribution, use or copying by any means of this information is strictly prohibited. If you received this email in error, please delete it immediately and notify the sender.”

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Tab 3 – Paula Walsh
Hi Renee,

Not a problem. I have left you a couple of voicemail messages on your office line. Please call my cell so we can arrange to see each other shortly.

Thank-you

Paula

Sent from my iPhone

On Aug 16, 2016, at 12:13 PM, Tinkov, Renee <rtinkov@gov.nl.ca> wrote:

Paula,

I sent you an email to your personal email. I have information regarding [REDACTED] so perhaps we can meet this afternoon to discuss.

Renée Tinkov
Senior Human Resource Consultant
Strategic Human Resource Management Division
Human Resource Secretariat, Executive Council
(709) 729-5201 (office)
(709) 697-3631 (cell)
(709) 729-5421 (fax)
rtinkov@gov.nl.ca

From: Hussey, Cindy
Sent: Tuesday, August 16, 2016 12:08 PM
To: Paula Walsh; Tinkov, Renee
Subject: RE: Executive job offer

Paula, we are planning for an announcement tomorrow. I should have further details on the timing of the announcement for you later today. Are you able to send me a bio – 5 – 6 sentences summarizing your work experience and education - which can be used as part of our announcement?

Thanks!

Cindy

Cindy Hussey
Assistant Deputy Clerk
of the Executive Council
Phone: (709) 729-1118
Good evening,

Thank-you once again, Ladies for your efforts and prompt response today. I will review details and will be in contact.

I will wait to hear from you in this regard. Please contact me by phone to discuss.

Sincerely,
Paula

Sent from my iPhone

On Aug 12, 2016, at 5:14 PM, Tinkov, Renee <rtinkov@gov.nl.ca> wrote:

Hi Paula,

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**Salary**
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As an Executive, you will participate in the Public Service Pension Plan. Additional information respecting the pension plan can be obtained at the following link:
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We can connect again on Monday.
Have a great weekend!

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GOVERNMENT OF NEWFOUNDLAND AND LABRADOR

POSITION DESCRIPTION

Position: Assistant Deputy Minister
Public Protection and Support Services

Incumbent: 

Department: Justice

Division: Public Protection and Support Services

Location: Confederation Building

Date of Appointment:

GENERAL ACCOUNTABILITY:

This position is responsible for the overall control, management, direction and organization of police and correctional public protection operations, as well as support services for the Department inclusive of the fines management, human resources, information technology, finance and general operations. The Public Protection role is largely the Solicitor General functions of the Department of Justice.

STRUCTURE:

The position of Assistant Deputy Minister - Public Protection and Support Services, reports to the Deputy Minister of Justice.

Positions reporting directly to the incumbent are as follows:

1. Chief Superintendent of the Royal Canadian Mounted Police
2. Chief of Police - Royal Newfoundland Constabulary
3. Director of Adult Corrections/Superintendent of Prisons
4. Director of Finance and General Operations
5. Director of Human Resources
6. Director of Information Technology
7. Director of Fines Management
8. Law Enforcement Manager
STRUCTURE (cont'd):

The specific functions of the eight positions reporting to the incumbent are as follows:

**Chief of Police (RNC) / Chief Superintendent (RCMP)**

These positions are responsible for the maintenance of law and order; the protection of life and property; and the prevention and detection of crime through the provision of policing services throughout the Province.

**Director of Adult Corrections / Superintendent of Prisons**

The Director is responsible for the management of Adult Corrections: inclusive of provincial correctional facilities, probational services, electronic monitoring and victim support services, ensuring a well planned and efficiently operating environment that governs the custody, conditional release, treatment of offenders, and support to victims and victim support groups.

**Director of Finance and General Operations**

The Director is responsible for provision of financial management services in control of the Department's $114,000,000 expenditure and $27,800,000 revenue budgets: inclusive of budget preparation, planning and development, accounting, purchasing, financial analysis; as well as office administration, transportation services, inventory control, communications, and accommodation services (both leased and capital construction).

**Director of Human Resources**

The Director is responsible for human resource management for the Department's 1,122 permanent, temporary and seconded/contract staff: inclusive of staff training/development, payroll, recruitment, classification management, performance evaluation, policy development, pension services, and labour relations (RNC and Corrections Collective Agreements being most onerous).
**Director of Information Technology**

The Director is responsible for the development and maintenance of the Department's computer based management and operational systems: inclusive of feasibility studies, system designs and implementation, and system operations. Considerable I.T. services are provided to the Courts (Supreme and Provincial) and the Police.

**Director of Fines Management**

The Director is responsible for the policy formulation, operations and fine collection services relative to all traffic and court related (criminal) fines imposed by Provincial Court.

**Law Enforcement Manager**

The Manager is responsible for the provision of policy, planning, research, and administrative functions in the areas of policing and law enforcement, including internal (individual) conduct investigations, the development of policing standards, the formulation of crime prevention strategies, etc.

**NATURE AND SCOPE:**

**Environment**

The Public Protection and Support Services branch of the Department employs 67% of the Department's permanent staff complement (exclusive of RCMP staff). The Assistant Deputy Minister has direct responsibility for the provision of an effective law enforcement program throughout the Province, delivered by the RNC and RCMP. This program operates in an environment of direct law enforcement, crime prevention and community based policing. Both Police Chiefs report directly to the incumbent for service delivery, financial accountability, policy formulation and implementation, and standards.

Adult Corrections operates in a diverse environment, which includes tight control over an institutional community setting comprised of nine correctional facilities, determines inmate eligibility for temporary absence from the institutions and runs a probational program, including electronic monitoring. The Victim Services Section of this Division operates in a client service environment, supplying these services to the victims of crime, as well as financial support to victim support groups.
The Support Services Divisions provide the standard finance, general operations, human resource, and information technology services to the Department. The Department of Justice is large and complex, incorporating, in effect, three departments of some other provinces, including Solicitor General, Attorney General and Corporate and Commercial Affairs.

Functions

The Assistant Deputy Minister of Public Protection and Support Services is the Executive position responsible for policy, legislation and program delivery for the Solicitor General functions of the Department of Justice. While the RCMP operates under contract to the Province, this contract is general, in nature, with the incumbent responsible for determining and/or approving budget allocations, organization structure, human resource levels, inclusion or exclusion of geographic areas to be policed, location and number detachments, most capital assets acquisitions including a capital construction plan, space requirements, etc. Additional, the RCMP are required to liaise with the incumbent in major operational matters (other than the provision of legal advice relating to charging and investigations) where these operational matters have or may become a public issue, eg. operations at Voisey Bay and Davis Inlet. As well, the incumbent is responsible for negotiating major policing initiatives, eg. the incumbent lead the Provincial/RCMP negotiating team put in place to negotiate an Interim Policing Agreement with the Innu of Davis Inlet. The incumbent provides consultation and advisory support to Government, both Police Forces and Adult Corrections on major operational matters, including civil disorders, strikes, emergencies, high profile public issues, internal investigations, etc.

The incumbent evaluates and approves certain policies put forward by both Police and Corrections, as well as new program initiatives, labour negotiations strategies, contract negotiations with the Federal Government, recruitment programs and contracts, etc. Major policy and program initiatives however, require the approval of other levels of Government, either by the Deputy Minister, Minister, Treasury Board, or Cabinet.

The incumbent provides support to the Deputy Minister in dealing with major public complaints and inquiries originating with the general public, municipalities, or other Government bodies and agencies. These matters are often publicly sensitive, receiving considerable media attention, eg. the RNC arming issue.
The incumbent is responsible for the Department's fiscal management, inclusive of the following items:

- Budget planning, preparation, monitoring and reporting.
- Operation of effective accounting systems and follow up of remedial measures resulting from special studies and audit reports.
- Capital budget planning and management.
- Effective revenue management, including Federal/Provincial cost shared agreements.
- Etc.

Internal information technology services within the Department of Justice are among the largest of any Government Department. Overall direction is provided to the Director in commissioning evaluation assessments, development projects and system operations, eg. the Department of Justice, at this time, operates 15 local area networks and has approximately 600 microcomputers.

The Assistant Deputy Minister provides advice and strategic direction to collective agreement negotiating teams dealing with the Uniform Services Collective Agreements. The incumbent also provides Executive direction on major Collective Agreement issues and grievances, including the determination of suspensions and dismissals. The incumbent is actively involved in the development of directives and strategies to ensure effective human resource management within the Department, particularly as it relates to the two Uniform Services Collective Agreements.

Executive direction is also supplied, by the incumbent, within a broad policy framework for the collection of fines revenue related to traffic fines and court orders. Responsibilities in this area are expanding to include the collection of fines revenue from ticketable offenses generated by other Government departments as the Province moves to include a wider range of offenses as ticketable offenses. Policy direction is provided, to the Director, in such matters as the collection of fines revenue through the issue of warrants of committal, fine write-off policies and other collection initiatives.
The incumbent provides advice to Divisional Directors on program delivery issues, as well as advice to the Deputy Minister and Minister on major initiatives, including the development of Cabinet and Policy Papers as they relate to Public Protection and Support Services functions of the Department.

**Challenges**

The primary challenges of this position focus on, (1) the provision of the overall financial, personnel and administrative management for the Department's operations, including budget management, priority setting, strategic planning, human resource, fines and systems management; and, (2) the provision of Provincial Policing and Correctional services, including the development of appropriate policy, ensuring consistent standards, meeting public expectations, and the effective usage of limited resources. Consultation is required with both national and provincial organizations, including evaluations of public and private submissions related to public protection. The incumbent must ensure that the Department is poised to respond efficiently and effectively to internal and external demands for services during a period of stringent economic restraint.

**Contacts**

The incumbent maintains frequent contact with the Minister and other Departmental Executive, the Chief Justice of the Supreme Court and the Chief Judge of the Provincial Court. As well, the incumbent is in constant contact with subordinate Directors, the Chief Superintendent of the RCMP and the Chief of Police, RNC. Less frequent contact is maintained with other Government Ministers, Deputy Ministers and Assistant Deputy Ministers.

Liaison is maintained with other provincial and national agencies related to correctional and police services. The incumbent regularly deals with the general public, municipalities, businesses, etc. respecting complaints and adequacy of levels of service.

The incumbent is a member of a number of committees and executive management teams, including the Federal/Provincial/Territorial Advisory Committee on the RCMP Contract, the Executive Committee of the Atlantic Police Academy, the Interprovincial Forum on Justice Management Issues, the Management Committee on Uniformed Services Collective Bargaining Strategies, etc.
Freedom to Act

The Assistant Deputy Minister operates with a significant level of independence under the general direction and guidance of the Deputy Minister and Minister. Major policy and crisis operational issues are referred to and dealt with on a consultative basis with the Deputy Minister. The incumbent has extensive decision making authority and communicates Government and Departmental positions on policy and program matters and strategies to other Government officials and external interest groups and agencies.

DIMENSIONS:

Monetary

Direct Budget Accountability - Support Services/Fines Management,
- Policing and Corrections

Indirect Budget Accountability - Expenditures
- Revenue

Department Salary Budget

Staff

Support Services / Fines Management

Policing - R.N.C. / Corrections

Policing - R.C.M.P.

Department Permanent Staff Complement (16% of all Govt Departments)

Collective Agreements administered:
- RNC Association
- Correctional Officers
- General Service
SPECIFIC ACCOUNTABILITIES:

1. **Policing** - To provide overall management and functional direction to the RCMP and RNC, to ensure an appropriate level of Provincial policing in all Newfoundland communities through the efficient deployment and management of resources and the establishment and implementation of consistent standards.

2. **Policing** - To direct the development and implementation of strategies and policies to ensure an overall effective Provincial law enforcement service, inclusive of serving as the evaluator and advisor to the Deputy Minister and Minister of policing issues, inquiries, complaints, policy development, etc.

3. **Corrections** - To direct the efficient delivery of a comprehensive range of adult correction and victim support programs, ensuring an optimal and well-managed sentence administration process through prison and probational services and electronic monitoring, inclusive of the evaluation of major operational issues and the implementation of strategies to deal with emerging operational and program demands.

4. **Corrections** - To evaluate and approve new correctional program initiatives and policies, and to advise the Deputy Minister on key correctional management issues, inclusive of national and provincial matters and legislative and labour relations; and, the assessment of existing programs, including proposals, inquiries and issues directed to the Department from internal and external sources.

5. **Financial/Fines Management** - To provide Executive direction to financial and administrative support services for the Department's many programs and services, including the organization, planning and development of policies and strategies to ensure efficient and effective financial administrative and budget management, inclusive of adequate monitoring of operations, long range planning, and serving as the Department's senior advisor in this area.

6. **Human Resource Management** - To oversee the delivery of the Department's human resource management program and policies, inclusive of payrolls, pensions, labour relations, training and recruitment. During certain periods, considerable direction is provided in the development of collective bargaining strategies.
7. **Information Technology** - To oversee the planning, development and management of effective computer based information systems, inclusive of advising on special studies and reviews, and the provision of management counselling to Executive and Divisional Directors. Considerable efforts are provided to the Courts and police in systems development and operations.

---

**APPROVED BY:**

Assistant Deputy Minister  
Public Protection & Support Services  
Date: ____________

Deputy Minister  
Date: ____________

Attachment: Organizational Chart
Paula, the effective date has to be included in the announcement as it has to be approved through the LG. I know you

Hope this helps!

Cindy

Cindy Hussey
Assistant Deputy Clerk
of the Executive Council
Phone: (709) 729-1118
Fax: (709) 729-5218
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Confederation Building
P.O. Box 8700
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Assistant Deputy Clerk
of the Executive Council
Phone: (709) 729-1118
Fax: (709) 729-5218
4th Floor, East Block
From: Paula Walsh

Sent: Friday, August 12, 2016 6:33 PM

To: Tinkov, Renee <rtinkov@gov.nl.ca>

Cc: Hussey, Cindy <CindyHussey@gov.nl.ca>

Subject: Re: Executive job offer

Good evening,

Thank-you once again, Ladies for your efforts and prompt response today. I will review details and will be in contact.

I will wait to hear from you in this regard. Please contact me by phone to discuss.

Sincerely,
Paula

Sent from my iPhone

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We can connect again on Monday. 
Have a great weekend!

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<EP 1560.xlsx>
<ADM JPS-Public Safety and Enforcement.pdf>
Thanks, Paula. We will only be including the first two paragraphs as the announcement is an internal one. I have noted the effective date and will ensure our documents reflect same.

Cindy

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A1B 4J6

Paula M. Walsh a 33-year veteran of the Royal Newfoundland Constabulary has been appointed Assistant Deputy Minister, Public Safety and Enforcement, Government of Newfoundland Labrador.

Ms. Walsh, a graduate of the Atlantic Police Academy, studied at the Canadian Police College and the Canadian Emergency Preparedness College, Ottawa as well as Memorial University of NL. She has extensive management experience with the RNC and has served as the Commanding Officer, Labrador West Region, Officer in Charge: Economic Crime Unit, Mobile Support Team, General Investigation Unit of the RNC Criminal Investigation Division, St. John’s and the Officer in Charge of Training, RNC Memorial Campus, St. John’s.

She has absolute familiarity with the Canadian judicial system and legislation at municipal, provincial and federal levels and possesses advanced supervisory knowledge of government policies.

Ms. Walsh said: “I will bring my in depth knowledge of working within a major organization as well as with the public and community stakeholders to promote positive relationships.”

Effective date of new responsibilities for Paula M Walsh will be September 19, 2016.
On Aug 16, 2016, at 12:49 PM, Paula Walsh wrote:

Good afternoon, Cindy.
Message received. Will prepare as requested and forward same to you today. I will need to confirm with you as well that the "effective date" will not yet be included in tomorrow's announcement?
Paula

Sent from my iPhone

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<ADM JPS-Public Safety and Enforcement.pdf>
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Thank-you for the confirmation.

Appreciated.
Paula

Sent from my iPhone

On Aug 17, 2016, at 12:02 PM, Tinkov, Renee <rtinkov@gov.nl.ca> wrote:

Thanks for this. We'll make the appropriate adjustment to your appointment.

Sent from my BlackBerry 10 smartphone on the Bell network.

Renee,

As per your request please see below re salary information received from RNC HR office. I appreciate this being taken into consideration.

Thank-you,
Paula

Sent from my iPhone

From: Paula Walsh
Sent: Tuesday, August 16, 2016 3:36 PM
To: Danica Caldana
Subject: Re: Information request

Thank-you!
Hi Paula

It will be retroed to April 1 2016 once it is implemented! It is the RNCA pay raise that is for all RNC members – mgmt. included.

Danica Caldana, B. Comm (Co-op)
Accountant I
RNC Human Resources - Leave Management

e-mail: danicacaldana@rnc.gov.nl.ca

Telephone: 709.729.8071
Fax: 709.729.8846

From: Paula Walsh
Sent: Tuesday, August 16, 2016 3:05 PM
To: Danica Caldana
Subject: Re: Information request

OK, thanks, Danica.

That helps because I was unaware that there is a new 2016 pay scale yet to be implemented.
Is this something that is as of January, 2016 or April 2016 new fiscal year? Is it retroactive and something that is only available to Managers?

I appreciate the clarification,

Paula

Sent from my BlackBerry 10 smartphone on the Bell network.

From: Danica Caldana

Sent: Tuesday, August 16, 2016 2:55 PM

To: Paula Walsh

Subject: RE: Information request

HI Paula

The pay scale I gave you is the new 2016 one which should be implemented in the next few pay periods.

Under the 2015 pay scale your annual salary is $56.87 hour \*2080 = $118,289.6 annually.

If you require documentation with your annual salary (to confirm employment and income) compensation and benefits can provide you with a letter with this information. Their email address is compensationbenefits@gov.nl.ca

I do not have anything that I can provide besides a pay stub.
Hi Danica,

I am looking at my recent cheque stub and wondering if the amount you provided to me as annual salary is absolutely accurate? Has there been any recent salary changes that I may not be considering?

I appreciate if you can double check the total annual amount of $121,593 and confirm accuracy at this time.

Also, is the printout maybe of some sort that you can include to verify so I have the documentation I require?

Appreciated,

Paula

Insp. P.M. Walsh

OIC RNC Training Section
Hi Paula

Under the 2016 pay scale your annual salary is $121,593.

Danica

Danica Caldana, B. Comm (Co-op)
Accountant I
RNC Human Resources - Leave Management
e-mail: danicacaldana@rnc.gov.nl.ca
Telephone: 709.729.8071
Fax: 709.729.8846

Danica,

Could you please respond to this email and provide to me what my current annual salary would be?
Thanking you in advance,

Insp. Paula M. Walsh

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Sent from my iPhone

On Aug 17, 2016, at 11:17 AM, Tinkov, Renee <rtinkov@gov.nl.ca> wrote:

Hi Paula
Can you forward your confirmation from Danica regarding this. Thanks
Renee

Sent from my BlackBerry 10 smartphone on the Bell network.

From: Paula Walsh
Sent: Wednesday, August 17, 2016 10:44 AM
To: Tinkov, Renee
Subject: Re: Salary Information

Good morning, Renee,

Yes, I double checked yesterday with Danica and my correct salary as of April, 2016 is $121,593. She also advised me that I will be receiving the retro effective back to that date.

Thanks again for your assistance,
Paula

Sent from my iPhone

On Aug 17, 2016, at 9:43 AM, Tinkov, Renee <rtinkov@gov.nl.ca> wrote:

Hi Paula
Just wondering if you had any further information on your salary issue?
Thanks
Renee
Hi Renee,

As discussed, Information provided below indicating actual current annual salary.

Thank-you once again for your time on this.

Regards,
Paula

Sent from my iPhone

Begin forwarded message:

From: Paula Walsh <paulawalshRNC@rnc.gov.nl.ca>
Date: August 15, 2016 at 2:53:41 PM NDT
To: Paula Walsh
Subject: Fw: Information request

Hi Paula

Under the 2016 pay scale your annual salary is $121,593.

Danica

Danica Caldana, B. Comm (Co-op)
Accountant I
RNC Human Resources - Leave Management
e-mail: danicacaldana@rnc.gov.nl.ca
Telephone: 709.729.8071
Fax: 709.729.8846
To: Danica Caldana  
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Good afternoon,

Just checking whether any determination has been made on timing of the announcement today?

Regards,
Paula

Sent from my iPhone
Thank-you.

Sent from my iPhone

On Aug 17, 2016, at 2:11 PM, Hussey, Cindy <CindyHussey@gov.nl.ca> wrote:

Paula, you will be copied on the internal announcement which is to remain confidential until the press release is issued. We are delayed – likely closer to 2:30.

Cindy

Cindy Hussey
Assistant Deputy Clerk
of the Executive Council
Phone: (709) 729-1118
Fax: (709) 729-5218
4th Floor, East Block
Confederation Building
P.O. Box 8700
St. John’s, NL
A1B 4J6

From: Paula Walsh [mailto:-----------------------------] s.40(1)
Sent: Wednesday, August 17, 2016 2:10 PM
To: Tinkov, Renee <rtinkov@gov.nl.ca>; Hussey, Cindy <CindyHussey@gov.nl.ca>
Subject: Release information

May I have the information as it is being released?
Thank-you.

Sent from my iPhone

On Aug 17, 2016, at 1:23 PM, Tinkov, Renee <rtinkov@gov.nl.ca> wrote:

Hi Paula
The internal announcement will be going out at 1:50 and press release will be issued at 2:00. Please kept confidential until the release.
Thanks

Renee

Sent from my BlackBerry 10 smartphone on the Bell network.
Thank-you for the confirmation.

Appreciated.

Paula

Sent from my iPhone

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Appreciated,

Paula

Insp. P.M. Walsh

OIC RNC Training Section
From: Danica Caldana <danicacaldana@rnc.gov.nl.ca>

Sent: Monday, August 15, 2016 2:20 PM

To: Paula Walsh

Subject: RE: Information request

Hi Paula

Under the 2016 pay scale your annual salary is $121,593.

Danica

Danica Caldana, B. Comm (Co-op)
Accountant I
RNC Human Resources - Leave Management
e-mail: danicacaldana@rnc.gov.nl.ca
Telephone: 709.729.8071
Fax: 709.729.8846

From: Paula Walsh
Sent: Monday, August 15, 2016 1:38 PM
To: Danica Caldana
Subject: Information request

Danica,
Could you please respond to this email and provide to me what my current annual salary would be?

Thanking you in advance,

Insp. Paula M. Walsh

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Thanks
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From: Paula Walsh
Sent: Tuesday, August 16, 2016 1:08 PM
To: Tinkov, Renee
Subject: Salary Information request

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Regards,
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Sent from my iPhone

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From: Paula Walsh
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Date: August 15, 2016 at 2:53:41 PM NDT
To: Paula Walsh
Sent from my BlackBerry 10 smartphone on the Bell network.

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Comm (Co-op)
Accountant I
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e-mail: danicacaldana@rnc.gov.nl.ca
Telephone: 709.729.8071
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Hussey, Cindy

From: Ted Lomond <ted@neia.org>
Sent: Thursday, August 11, 2016 5:40 PM
To: Mullaley, Julia
Cc: Hussey, Cindy
Subject: Re: Contact information

Thank you Julia.

Much appreciated. I can follow up with Cindy. Ted

Get Outlook for iOS

From: Mullaley, Julia <jmullaley@gov.nl.ca>
Sent: Thursday, August 11, 2016 5:01 PM
Subject: Contact information
To: Ted Lomond <ted@neia.org>
Cc: Hussey, Cindy <cindyhussey@gov.nl.ca>

Ted, as a follow up to our discussion, Cindy Hussey’s number is 729-1118 and my number is 729-2853. Please acknowledge receipt of e-mail so I can ensure we are connected. Look forward to further discussions.

Regards,
Julia

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Sure. In that case my line is 237-8390. Thanks. Ted

Ted Lomond
Executive Director
Newfoundland & Labrador Environmental Industry Association

90 O’Leary Avenue
St. John’s, NL A1B 2C7
Telephone: 709.237-8390
Email: ted@neia.org
Website: www.neia.org

Thank you for considering the environmental impact of printing emails.

Ted, I can call you in about ten minutes if that works for you?

Cindy Hussey
Assistant Deputy Clerk
of the Executive Council
Phone: (709) 729-1118
Fax: (709) 729-5218
4th Floor, East Block
Confederation Building
P.O. Box 8700
St. John’s, NL
A1B 4J6

Hi Cindy,
Did you want to chat today? I am good in the morning and then I have a couple of meetings at 10:00. I’m pretty good from 12:00 onwards. My cell is [removed]. Thanks. Ted

Ted Lomond
Executive Director
Newfoundland & Labrador Environmental Industry Association

90 O'Leary Avenue
St. John's, NL A1B 2C7
Telephone: 709.237-8390
Email: ted@neia.org
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Ted, can you give me a call when you return to your office? Thanks!

Cindy

Cindy Hussey
Assistant Deputy Clerk
of the Executive Council
Phone: (709) 729-1118
Fax: (709) 729-5218
4th Floor, East Block
Confederation Building
P.O. Box 8700
St. John's, NL
A1B 4J6

Hi Cindy,

Below is a bio off our website. Here are some bullets of what I think is relevant to the position. Please include whatever you feel is appropriate. Thanks. Ted

Relevant positions
- Executive Director Newfoundland & Labrador Environmental Industry Association
- Executive Director Newfoundland & Labrador Regional Economic Development Association
- Project Manager Leslie Harris Centre of Regional Policy and Development
- Executive Director - Federal/Provincial Agreements, Department of Industry, Trade and Rural Development
- Executive Director Regional Development & Economic Programs, Intergovernmental Affairs Secretariat, Executive Council

Relevant Education
- Master of Philosophy (Humanities), Memorial University
- Master of Business Administration, Edinburgh Business School, Heriot-Watt University
- Masters Certificate in Project Management, Schulich School of Business, York University
- Executive Development Program, Centre for Management Development, Faculty of Business Administration, Memorial University
- Public Sector Leadership and Management Development Program, Centre for Management Development, Faculty of Business Administration, Memorial University
- Diploma in Applied Ethics, Faculty of Arts, Memorial University
- Bachelor of General Studies in Arts and Sciences, Athabasca University
Ted Lomond became Executive Director of NEIA in July, 2012. His focus has been the growth and development of Newfoundland and Labrador’s green economy through effective advocacy, enhanced firm-level productivity and competitiveness, increased innovation and greater international business development. Ted has extensive experience in economic and business development having worked as a consultant to the private sector and holding senior management positions with the Government of Newfoundland and Labrador, the Leslie Harris Centre of Regional Policy and Development at Memorial University, and the Newfoundland and Labrador Regional Economic Development Association (NLREDA). Ted’s academic credentials include: Master of Business Administration, Master of Philosophy in Humanities (Semiotic and Hermeneutic Understandings of Innovation), Master Certificate in Project Management, Diploma in Applied Ethics (Environmental) and Diploma in Credit Management, Bachelor of General Studies in Arts and Sciences, executive management programs and several professional certifications.

Ted Lomond
Executive Director
Newfoundland & Labrador Environmental Industry Association

90 O’Leary Avenue
St. John’s, NL A1B 2C7
Telephone: 709.237-8390
Email: ted@neia.org
Website: www.neia.org

Thank you for considering the environmental impact of printing emails.

From: Hussey, Cindy [mailto:CindyHussey@gov.nl.ca]
Sent: Friday, August 12, 2016 8:47 AM
To: Ted Lomond
Subject: RE: Chat

Ted, I can call you in about ten minutes if that works for you?

Cindy Hussey
Assistant Deputy Clerk
of the Executive Council
Phone: (709) 729-1118
Fax: (709) 729-5218
4th Floor, East Block
Confederation Building
P.O. Box 8700
St. John’s, NL
A1B 4J6

From: Ted Lomond [mailto:ted@neia.org]
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Hi Cindy,

Did you want to chat today? I am good in the morning and then I have a couple of meetings at 10:00. I'm pretty good from 12:00 onwards. My cell is... Thanks. Ted

Ted Lomond
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Newfoundland & Labrador Environmental Industry Association

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Hussey, Cindy

From: Ted Lomond <ted@neia.org>
Sent: Friday, August 12, 2016 3:06 PM
To: Tinkov, Renee
Cc: Hussey, Cindy
Subject: RE: Benefits Information

Thank you Renee. Much appreciated. Ted

Ted Lomond
Executive Director
Newfoundland & Labrador Environmental Industry Association

90 O'Leary Avenue
St. John's, NL A1B 2C7
Telephone: 709.237-8390
Email: ted@neia.org
Website: www.neia.org

Thank you for considering the environmental impact of printing emails.

From: Tinkov, Renee [mailto:rtinkov@gov.nl.ca]
Sent: Friday, August 12, 2016 2:04 PM
To: Ted Lomond
Cc: Hussey, Cindy
Subject: Benefits Information

Hi Ted,

Following up with you as per Cindy Hussey's request. Information regarding compensation/benefits package in relation to your Executive job offer with the Government of Newfoundland and Labrador as follows:

Salary
The position of Deputy Minister, Business, Tourism, Culture and Rural Development is classified on Government's Executive Rating Plan on the 2328 points scale. A copy of this pay scale is attached for your reference. Cindy will discuss this with you in further detail. Please note that advancement on the Executive pay scale will also take place on the annual anniversary of your start date. You will progress by an additional four (4) steps on the pay scale at each of your annual anniversary dates until you reach step 25 on the pay scale.

Paid Leave
As a new Deputy Minister you will be entitled to receive 30 days paid leave upon appointment. This amount will increase to 35 days paid leave after 15 years of service. It is important to note that any unused paid leave may be
carried forward to future years and can be paid out at a later date, in accordance with the Paid Leave Policy. Additional information regarding the Paid Leave Policy can be found at the following link:

http://www.exec.gov.nl.ca/exec/hrs/working_with_us/paid_leave.html

**Pension**
The Government of Newfoundland and Labrador offers a defined benefit (50/50) cost shared pension plan. Benefits are 2% per year (integrated with CPP at age 65) and there are no maximums.

Additional information respecting the pension plan can be obtained at the following link:

http://www.exec.gov.nl.ca/exec/hrs/pensions/plans_PSPP.html

**Insurance Benefits**
The Government of Newfoundland and Labrador offers a variety of insurance coverages through Great West Life some of which are cost shared by the employer such as basic group term life and supplementary health care. There are several optional coverages such as dental and long term disability which are not cost shared but which offer competitive benefits and premiums. More information on our insurance program is available at the following link:

http://www.exec.gov.nl.ca/exec/hrs/working_with_us/employee_benefits.html

Should you have specific questions about any of our benefits, please contact me at rtinkov@gov.nl.ca or (709) 729-5201.

Best regards,

Renée Tinkov  
Senior Human Resource Consultant  
Strategic Human Resource Management Division  
Human Resource Secretariat, Executive Council  
(709) 729-5201 (office)  
(709) 677-3631 (cell)  
(709) 729-5421 (fax)  
rtinkov@gov.nl.ca

---

**From:** Hussey, Cindy  
**Sent:** Friday, August 12, 2016 11:37 AM  
**To:** Ted Lomond  
**Cc:** Tinkov, Renee  
**Subject:** RE: Chat

Thanks, Ted. As discussed, Renee Tinkov will provide information on the benefits program to you via email.

Cindy

Cindy Hussey  
Assistant Deputy Clerk  
of the Executive Council  
Phone: (709) 729-1118  
Fax: (709) 729-5218  
4th Floor, East Block  
Confederation Building  
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- Master of Philosophy (Humanities), Memorial University
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- Masters Certificate in Project Management, Schulich School of Business, York University
- Executive Development Program, Centre for Management Development, Faculty of Business Administration, Memorial University
- Public Sector Leadership and Management Development Program, Centre for Management Development, Faculty of Business Administration, Memorial University
- Diploma in Applied Ethics, Faculty of Arts, Memorial University
- Bachelor of General Studies in Arts and Sciences, Athabasca University

Other Relevant Stuff
- Atlantic Advisory Committee, Natural Sciences & Engineering Research Council
- Lecturer Faculty of Business Administration
- Fellow of the School of Graduate Studies, Memorial University
- Currently completing Master of Arts (Geography), Memorial University

Ted Lomond became Executive Director of NEIA in July, 2012. His focus has been the growth and development of Newfoundland and Labrador's green economy through effective advocacy, enhanced firm-level productivity and competitiveness, increased innovation and greater international business development. Ted has extensive experience in economic and business development having worked as a consultant to the private sector and holding senior management positions with the Government of Newfoundland and Labrador, the Leslie Harris Centre of Regional Policy and Development at Memorial University, and the Newfoundland and Labrador Regional Economic Development Association (NLREDA). Ted's academic credentials include: Master of Business Administration, Master of Philosophy in Humanities (Semiotic and Hermeneutic Understandings of Innovation), Master Certificate in Project Management, Diploma in Applied Ethics (Environmental) and Diploma in Credit Management, Bachelor of General Studies in Arts and Sciences, executive management programs and several professional certifications.
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A1B 4J6

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Subject: Chat

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Thanks Julia. Will do. Ted

Get Outlook for iOS

On Wed, Aug 17, 2016 at 5:44 PM -0230, "Mullaley, Julia" <JMullaley@gov.nl.ca> wrote:

Hi Ted. Just wanted to touch base to welcome you aboard and once you are settled in tomorrow, perhaps we can get together to chat further. My number is 729-2853. Thanks.

Julia

"This email and any attached files are intended for the sole use of the primary and copied addressee(s) and may contain privileged and/or confidential information. Any distribution, use or copying by any means of this information is strictly prohibited. If you received this email in error, please delete it immediately and notify the sender."
Thanks Julia. It was surprisingly hectic but not at all unpleasant.

I appreciate all the help. Enjoy your time. I’ll set up a time to chat when you return. - Ted

From: Mullaley, Julia
Sent: Thursday, August 18, 2016 5:45 PM
To: Lomond, Ted; Abbott, John
Subject: Touching base

Just wanted to send along a message to say I hope you both had a good first day. I am sure it was a lot to take in. I had been hoping to have the opportunity to have further discussions today but the day flew by for all of us. I am out of the Office for a week starting tomorrow but am certainly available by phone at all times so please do not hesitate to contact me at 693-5014. I look forward to further discussions when I return. Again, please do not hesitate to call me or if you need any assistance please contact Cindy Hussey (Assistant Deputy Clerk) at 1118 or Betty Day (Assistant Secretary to Cabinet) 2850.

Regards,
Julia
As per your request please find the attached bio.

Thank you Cindy and if you have any questions please call.

Tony Grace
Tony Grace  
Assistant Deputy Minister  
Crown Lands Division

With more than 25 years of provincial and federal government experience, Tony Grace brings a comprehensive understanding of the operations of government in Newfoundland and Labrador. Having started his provincial career as a legislative assistant (1989), Mr. Grace went on to become Executive Assistant to the Premier (1996-2000). Over the last ten years Tony has worked in both the Department of Fisheries and Aquaculture and the Department of Business Tourism and Rural Development.
Hussey, Cindy

From: Grace, Tony
Sent: Tuesday, August 16, 2016 9:12 AM
To: Hussey, Cindy

Here is a line.

Tony attended Memorial University and studied in the Arts. He continued on to complete a Master Certificate in Project Management from York University.

From: Hussey, Cindy
Sent: Tuesday, August 16, 2016 8:29 AM
To: Grace, Tony

Thanks, Tony. Are you able to provide me with a summary of your education as well? We normally include that information in addition to the work experience in the bios.

Cindy

Cindy Hussey
Assistant Deputy Clerk
of the Executive Council
Phone: (709) 729-1118
Fax: (709) 729-5218
4th Floor, East Block
Confederation Building
P.O. Box 8700
St. John's, NL
A1B 4J6

From: Grace, Tony
Sent: Tuesday, August 16, 2016 8:25 AM
To: Hussey, Cindy <CindyHussey@gov.nl.ca>
Subject: Tony Grace. Bio. 16 Aug 2016.docx

As per your request please find the attached bio.

Thank you Cindy and if you have any questions please call.

Tony Grace
That is great thank you so much.

Tony, I don’t expect the announcement to occur until tomorrow afternoon. You would complete your work day tomorrow at BTCRD and commence your ADM position on Thursday reporting to the OM then. Hope this clarifies.

Cindy

Cindy was that ok? Are we still on schedule for tomorrow morning? When the announcement is made will I report to the DMs office or leave and await instructions?

Thanks, Tony. Are you able to provide me with a summary of your education as well? We normally include that information in addition to the work experience in the bios.

Cindy

Cindy Hussey
Assistant Deputy Clerk
of the Executive Council
Phone: (709) 729-1118
Fax: (709) 729-5218
4th Floor, East Block
Confederation Building
P.O. Box 8700
St. John’s, NL
A1B 4J6
From: Grace, Tony  
Sent: Tuesday, August 16, 2016 8:25 AM  
To: Hussey, Cindy <CindyHussey@gov.nl.ca>  
Subject: Tony Grace.Bio.16Aug2016.docx

As per your request please find the attached bio.

Thank you Cindy and if you have any questions please call.

Tony Grace
This Executive Appointment Announcement is to be kept confidential until it is publicly released. Release is expected to go before 3:00 pm today.

**EXECUTIVE APPOINTMENTS**

I am pleased to announce the following appointments within the Executive group.

**Ted Lomond** is appointed as Deputy Minister of the Department of Business, Tourism, Culture and Rural Development effective August 18, 2016.

**Bruce Cooper** is appointed as Deputy Minister of the Department of Children, Seniors and Social Development effective August 18, 2016.

**David Lewis** is appointed as Deputy Minister of the Department of Fisheries, Forestry and Agrifoods effective August 18, 2016.

**John Abbott** is appointed as Deputy Minister of the Department of Health and Community Services effective August 18, 2016.

**Patricia A. Hearn** is appointed as Deputy Minister for Intergovernmental Affairs, effective September 26, 2016.

**Sean Dutton** is appointed as Deputy Minister of the Department of Service Newfoundland and Labrador and the Deputy Minister of Procurement effective August 18, 2016.
Jackie Lake Kavanagh is appointed as the Assistant Deputy Minister (Labour, Policy and Services) in the Department of Advanced Education, Skills and Labour effective August 18, 2016.

Donna O'Brien is appointed as the Assistant Deputy Minister (Regional Services Delivery) in the Department of Advanced Education, Skills and Labour effective August 18, 2016.

Ben Gardner is appointed as the Assistant Deputy Minister (Trade and Investment) in the Department of Business, Tourism, Culture and Rural Development effective August 22, 2016.

Daryl Genge is appointed as the Assistant Deputy Minister (Regional Development) in the Department of Business, Tourism, Culture and Rural Development effective August 18, 2016.

Marc Kielley is appointed as the Assistant Deputy Minister (Innovation and Strategic Industries) in the Department of Business, Tourism, Culture and Rural Development, on an acting basis, effective August 31, 2016.

Susan Walsh is appointed as the Assistant Deputy Minister (Service Delivery and Regional Operations) in the Department of Children, Seniors and Social Development effective August 18, 2016.

Judith Hearn is appointed as the Assistant Deputy Minister of the Communications and Public Engagement Branch effective August 18, 2016.

Paul Smith is appointed as the Assistant Deputy Minister (Corporate Services) in the Department of Education and Early Childhood Development effective August 18, 2016.

Rita Malone is appointed as the Assistant Deputy Minister (Natural Heritage) in the Department of Environment and Climate Change effective August 18, 2016.

George Joyce is appointed as the Assistant Deputy Minister (Labour Relations) in the Human Resources Secretariat effective September 6, 2016.

Paula Walsh is appointed as the Assistant Deputy Minister (Public Safety and Enforcement) in the Department of Justice and Public Safety effective September 19, 2016.

Tony Grace is appointed as the Assistant Deputy Minister (Lands) in the Department of Municipal Affairs effective August 18, 2016.

Dana Spurrell is appointed as the Assistant Deputy Minister (Fire, Emergency and Corporate Services) in the Department of Municipal Affairs effective August 18, 2016.

Lynn Sullivan is appointed as the Assistant Deputy Minister (Royalties and Benefits) in the Department of Natural Resources, on an acting basis, effective August 22, 2016.

Walter Parsons is appointed as the Assistant Deputy Minister (Energy) in the Department of Natural Resources effective August 18, 2016.

Darryl Johnson is appointed as the Assistant Deputy Minister (Occupational Health and Safety) in the Department of Service Newfoundland and Labrador, on an acting basis, effective September 1, 2016.

Roxie Wheaton is appointed as the Assistant Deputy Minister (Government Services) in the Department of Service Newfoundland and Labrador effective August 18, 2016.

Tracy English is appointed as the Assistant Deputy Minister (Strategic and Corporate Services) in the Department of Transportation and Works effective September 5, 2016.
Paul Carter is appointed as Executive Director (Muskrat Falls Oversight) with Executive Council effective August 18, 2016.

Frances Knickle is appointed as the Director of Public Prosecutions in the Department of Justice and Public Safety, on an acting basis, effective August 18, 2016.

Peter Howe has accepted an Executive Development opportunity with Cabinet Secretariat effective August 18, 2016.

Julia Mullaley

Biographical Information

Ted Lomond

Ted Lomond has been the Executive Director of the Newfoundland and Labrador Environmental Industry Association (NEIA) since July, 2012. Mr. Lomond has extensive experience in economic and business development, having worked as a consultant to the private sector and having held senior management positions with the provincial government, the Leslie Harris Centre of Regional Policy and Development at Memorial University and the Newfoundland and Labrador Regional Economic Development Association (NLRED A). Mr. Lomond currently serves on the Atlantic Advisory Committee, Natural Science and Engineering Research Council and is a lecturer in the Faculty of Business Administration at Memorial University. Mr. Lomond's academic credentials include Master of Business Administration, Master of Philosophy in Humanities, Master Certificate in Project Management, Diploma in Applied Ethics (Environmental) and Diploma in Credit Management, Bachelor of General Studies in Arts and Sciences, executive management programs and several professional certifications. Mr. Lomond is a Fellow of the School of Graduate Studies, Memorial University and is currently completing a Master of Arts (Geography), Memorial University

Bruce Cooper

Bruce Cooper started his career with the public service in 1990 as a Social Worker with Child Protection and has been in senior leadership positions in the public and non-profit sectors for over 20 years. He has served as Assistant Deputy Minister (Policy and Planning) with the Labour Relations Agency, Assistant Deputy Minister in the Department of Child, Youth and Family Services, Assistant Secretary to Cabinet (Social Policy) and Assistant Deputy Minister of Health and Community Services (Policy and Planning). Mr. Cooper has also served as Deputy Minister of Health and Community Services and Deputy Minister of the Human Resources Secretariat within Executive Council and Deputy Secretary to Treasury Board. He is a former Executive Director and Registrar of the Newfoundland and Labrador Association of Social Workers, Sessional Lecturer at Memorial University and Assistant Executive Director of Health and Community Services – St. John's Region. Mr. Cooper holds Bachelor and Masters Degrees of social work from Memorial University and has engaged in a variety of continuing education efforts. Over his career, Mr. Cooper has been involved as a volunteer in the governance of a variety of voluntary and not for profit organizations.

David Lewis

David Lewis has held various positions related to the Newfoundland and Labrador fishing industry over the past 35 years. He is currently the acting Deputy Minister of the Department of Fisheries and Aquaculture. Prior to this, Mr. Lewis held the position of Assistant Deputy Minister, Corporate Services, with the Department of Advanced Education and Skills. From 2001 to 2011, Mr. Lewis was the Assistant Deputy Minister, Policy and Planning, and Assistant Deputy Minister, Fisheries Branch, with the Department of Fisheries and Aquaculture. Mr. Lewis has also worked with the Fisheries Association of Newfoundland and Labrador as Executive Assistant to the President and with the federal Department of Fisheries and Oceans as biological research technician. In addition to his work in fisheries, Mr. Lewis has also held a number of senior leadership roles within the provincial government, including Assistant Deputy Minister, Finance and Administration, Department of Education. Mr.
Lewis has a Masters of Business Administration, Bachelor of Science (Honours) and Bachelor of Education from Memorial University of Newfoundland.

John G. Abbott, M.A.

John G. Abbott recently worked as a management consultant with The Institute for the Advancement of Public Policy, Inc. (St. John's) where he specialized in public policy analysis and development. Leading up to this point in his career, Mr. Abbott was CEO of the Health Council of Canada (Toronto); Deputy Minister of Health and Community Services with the Government of Newfoundland and Labrador; Assistant Secretary of the Treasury Board responsible for budget and information management; Associate Deputy Minister of Health and Community Services; Chairman and CEO of Newfoundland and Labrador Housing Corporation; Deputy Minister of Works, Services and Transportation; and, Deputy Minister of Municipal and Provincial Affairs. He also worked in the Department of Finance (1980-82), the Intergovernmental Affairs Secretariat (1982-87) and with the Senior Expenditure Review Committee (1987-89). Mr. Abbott's distinguished work as a public sector executive earned him The Institute of Public Administration of Canada (NL Division) Lieutenant-Governor Award of Excellence in Public Administration in 1999. In 2012, CMHA-NL awarded him the Dr. Clarence Pottle Award for Outstanding Service to Furthering Mental Health in the province. John holds a BA in political science and economics from Memorial University of Newfoundland and a MA in Public Administration from Carleton University (Ottawa). Mr. Abbott is National Treasurer of the Canadian Mental Health Association and recent President of its NL Division. He also sat on the board of directors of the NL Division of the Canadian Corps of Commissionaires, Hot Soup Cool Jazz Association, Community Coalition for Mental Health, Jimmy Pratt Foundation and was chair of the board of directors of the former Health Care Corporation of St. John's.

Patricia A. Hearn

Patricia A. Hearn has over 20 years of experience as an Executive with the federal government in areas of economic and social policy and programs. Most recently she served as the Atlantic Executive Director of Innovation, Science and Economic Development (formerly Industry Canada) where she oversaw the operations of the federal government's economic program and policy agenda in the four Atlantic Provinces. Through several senior management roles in areas of innovation, trade and economic development, she has developed strong networks at the federal and provincial levels, which she brings to this role. In addition to her Bachelor of Science and Bachelor of Education degrees, Ms. Hearn also holds a Master of Business Administration degree from Memorial University of Newfoundland.

Sean Dutton

Sean Dutton is currently the Chief Executive Officer of Fire and Emergency Services-Newfoundland and Labrador and Deputy Minister for Intergovernmental Affairs. Mr. Dutton started his career with the provincial government in 1994 as an Analyst with the Intergovernmental Affairs Secretariat, where he also worked as a Senior Analyst, Director of Resource and Economic Policy and Assistant Deputy Minister. His other roles within the provincial public service have included Cabinet Officer with Executive Council; Assistant Deputy Minister and Deputy Minister of the Department of Labrador and Aboriginal Affairs; Deputy Minister of the Intergovernmental and Aboriginal Affairs Secretariat; Deputy Minister (Core Mandate Analysis), Executive Council; and, Deputy Minister (Intergovernmental Affairs), Department of Municipal and Intergovernmental Affairs. Mr. Dutton is a graduate of Acadia University, holding Bachelor of Arts (Honours) and Master of Arts degrees, both in political science.

Jackie Lake Kavanagh

Jacqueline Lake Kavanagh has served as Assistant Deputy Minister for Public Safety and Enforcement with the Department of Justice and Public Safety since 2012. Prior to that, she served as Director of Policy and Strategic Planning, Director of Family Justice Services, Director of Aboriginal Research Unit and Provincial Manager of Victim Services. Ms. Lake Kavanagh has taught at Memorial University in the Faculty of Social Work, as well as in the Police Studies and Criminology Programs. Prior to joining the public service, she worked with the St. John's Status of Women Council and other community agencies. Ms. Lake Kavanagh holds a Master of Social Work
degree (Social Policy and Administration), Bachelor of Social Work, Certificate in Criminology and has completed Memorial's Executive Development Certificate.

Donna O'Brien

Donna O'Brien began her career with the provincial government in 1988 as a front-line Client Services Officer and then as Social Worker with the former Department of Social Services. She has served in various management roles since 1997 including Director of Income Support and Director of the Poverty Reduction Strategy with the Department of Advanced Education and Skills. Since 2012, Ms. O'Brien has been an Assistant Deputy Minister with the Department of Child, Youth and Family Services in Policy and Programs and most recently in Service Delivery and Regional Operations. Ms. O'Brien holds the degrees of Bachelor of Social Work and Bachelor of Arts from Memorial University, as well as a Certificate in Public Administration. She is a registered Social Worker with the Newfoundland and Labrador Association of Social Workers.

Ben Gardner

Ben Gardner has over 20 years' experience in business and economic development, having worked for closely held corporations, crown corporations and provincial government. Mr. Gardner's areas of expertise include foreign-direct investment, marketing and business development, corporate strategy, operations, key account management and product and channel development. Prior to joining the Department of Business, Tourism, Culture and Rural Development (BTCRD), Mr. Gardner was VP, Business Development for the m5 Group of companies. Previously, Mr. Gardner was Director of Investment Attraction in BTCRD. Mr. Gardner holds an MBA from University of Ottawa (Telfer School of Management) and is a graduate of the executive program.

Daryl Genge

Daryl Genge was appointed Assistant Deputy Minister (Trade and Investment) with the Department of Business, Tourism, Culture and Rural Development in June 2012, and has been the Deputy Minister (Acting) since April 2016. Prior to joining the provincial government, Mr. Genge served as a Director with Memorial University's Faculty of Business where he oversaw a Middle East joint-venture on behalf of university and government partners and advised high-growth firms on equity financing and international market expansion. Mr. Genge also spent eight years as President of an independent consulting firm specializing in industry and business strategy, organizational innovation and international relations. For seven years he was Director of Business Development with Operation ONLINE Inc. and was a member of Newfoundland and Labrador's information technology sector development Task Force Secretariat. Mr. Genge also spent three years as Manager, Business Development with Enterprise Newfoundland and Labrador's Enterprise Network and started his career as an analyst with firms active in the province's offshore oil industry. Mr. Genge is a graduate of Memorial University and has a Bachelor of Science (Computer Science). He is also a Certified Management Consultant.

Marc Kielley

Marc Kielley is a graduate of Memorial University with a Bachelor of Commerce and a Masters in Employment Relations. He has over 30 years' experience in the private and public sectors where he has an accomplished record in the planning, development and cultivation of strategic partnerships with industry, academia and public organizations. Most recently, at Memorial University, Mr. Kielley has been employed in progressively responsible positions and has contributed positively to the growth of an innovation based R&D research portfolio through establishing collaborative partnerships with companies in the science, technology and natural resources sectors of the economy. Marc has previously held several positions in the fisheries and aquaculture sectors, including serving as Executive Director of the Newfoundland Aquaculture Industry Association where he was instrumental in the strategic development of the industry.

Susan Walsh

Susan Walsh began her career with the public service in 1991 and progressed through direct delivery, management, policy and director positions within the former Department of Social Services, Eastern Regional Health Authority, Department of Health and Community Services, Department of Child, Youth and Family
Services, Core Mandate Office of Executive Council and the Labour Relations Agency. She has led various projects including: Government’s response to the Turner Review and Investigation; and, the Statutory Review of the Workplace Health, Safety and Compensation System and has served as Cabinet Officer with Executive Council. Ms. Walsh is currently the Assistant Deputy Minister of Fire and Emergency Services — Newfoundland and Labrador. She holds a Master of Social Work, specializing in policy and administration, from the University of Toronto and a Bachelor of Social Work degree from Memorial University. She is an avid volunteer with minor hockey.

Judith Hearn

Judith Hearn was most recently Deputy Minister for the Office of Public Engagement, which supported and delivered public engagement opportunities and supported the administration of the Access to Information and Protection of Privacy Act (ATIPPA 2015). Prior to her appointment to the OPE, Ms. Hearn served as Deputy Minister of the Department of Seniors, Wellness and Social Development, Deputy Minister of the former Department of Tourism, Culture and Recreation and served three years as Assistant Deputy Minister, Trade and Export Development in the former Department of Innovation, Business and Rural Development. Ms. Hearn came to the provincial government from industry where she spent eight years in the development and growth of export-oriented information technology companies. Ms. Hearn also worked as a teacher in Newfoundland and Labrador’s secondary education system prior to her work in the private sector. Ms. Hearn holds a Bachelor of Education from Memorial University and a Bachelor of Arts (History) from Carleton University (Ottawa).

Paul Smith

Paul Smith began his career with the provincial government in 1990 with the Office of the Auditor General. In 1993, he moved to the Office of the Comptroller General where he held a number of management-level positions including Director of Government Accounting until 2011, at which time he was appointed to the position of Assistant Deputy Minister (Municipal Support) in the Department of Municipal Affairs. In 2013, he assumed the position of Assistant Deputy Minister (Strategic and Corporate Services) with the Department of Transportation and Works. A graduate of Memorial University of Newfoundland (1990), Mr. Smith holds a Bachelor of Commerce (Hons) degree and is both a Chartered Accountant and a Certified Management Accountant.

Rita Malone

Rita Malone was appointed Assistant Deputy Minister, Regional Operations, Department of Innovation, Trade and Rural Development in August, 2004. Ms. Malone joined the provincial government in 1985 after an eight year career in Branch Management with a major commercial bank serving in branches in Nova Scotia and Newfoundland and Labrador. Since joining government, she has held a number of progressively responsible positions throughout government including management positions with the Department of Transportation and Communications and Public Service Commission with responsibility for Western Newfoundland and Labrador regions. She has been involved in economic and community development in senior management positions with Newfoundland and Labrador Development Corporation, Department of Development and Rural Renewal and Department of Industry, Trade and Rural Development. Ms. Malone has been involved in federal provincial structures with respect to labor market, economic development and business policy. She currently holds Director Positions on a number of boards related to economic development. Ms. Malone has been involved in a number of volunteer leadership positions at provincial and national level including Canada Winter Games, 2016 Special Olympics, Alpine Canada, International Judo, post Chair and longtime director of the Western Memorial Regional Hospital Foundation. Ms. Malone is currently Assistant Deputy Minister of Business and Regional Development, Department of Business, Tourism, Culture and Rural Development, responsible for front line service delivery, business financing, investment attraction and regional economic development.

George Joyce

George Joyce has over 30 years’ experience in collective bargaining and labour relations in both the private and public sectors in the province. For the past 12 years, Mr. Joyce has held the positions of Chief Negotiator - Canship Ugland Ltd. and Executive Director of NL Seafood Processors Association (a group representing 22 seafood companies). As well, Mr. Joyce has provided human resource and management consulting services to
many local companies as a labour relations consultant and Associate with Royer Thompson Associates. Prior to private sector work, Mr. Joyce spent 19 years employed with the provincial government as Senior Mediator, Director of Labour Relations, and Assistant Deputy Minister of Labour. During his tenure with the provincial government, Mr. Joyce was instrumental in resolving many high profile and controversial labour disputes. Mr. Joyce attended Memorial University and studied Economics.

Paula Walsh

Paula M. Walsh is a 33-year veteran of the Royal Newfoundland Constabulary. Ms. Walsh, a graduate of the Atlantic Police Academy, studied at the Canadian Police College and the Canadian Emergency Preparedness College (Ottawa) as well as Memorial University. She has extensive management experience with the RNC and has served as the Commanding Officer, Labrador West Region, Officer in Charge: Economic Crime Unit, Mobile Support Team, General Investigation Unit of the RNC Criminal Investigation Division, St. John’s and the Officer in Charge of Training, RNC Memorial Campus, St. John’s.

Tony Grace

With more than 25 years of provincial and federal government experience, Tony Grace brings a comprehensive understanding of the operations of government in Newfoundland and Labrador. Having started his provincial career as a legislative assistant (1989), Mr. Grace went on to become Executive Assistant to the Premier (1996-2000). Over the last ten years Mr. Grace has worked in both the Department of Fisheries and Aquaculture and the Department of Business, Tourism and Rural Development. Mr. Grace attended Memorial University and studied in the Arts. He continued on to complete a Master Certificate in Project Management from York University.

Dana Spurrell

Dana Spurrell is currently the Assistant Deputy Minister, Corporate Services and Policy with the Department of Municipal Affairs. Ms. Spurrell has 20 years of experience with the provincial government crossing various departments and agencies including Environment and Conservation, Office of Executive Council, Labour Relations Agency, Department of Education and the Office of Public Engagement. Ms. Spurrell brings a strong background in policy, corporate management and stakeholder engagement having worked with the community sector, NL Housing and the federal-provincial Forum of Labour Market Ministers. Prior to her appointment with Municipal Affairs, Ms. Spurrell held the position of Director of Policy and Strategic Planning for the Department of Environment and Conservation. Ms. Spurrell possesses Bachelor of Science and Masters of Applied Social Psychology degrees from Memorial University.

Lynn Sullivan

Lynn Sullivan graduated with a Bachelor of Commerce (Co-operative) Honors from Memorial University in 1999 and began her career with PricewaterhouseCoopers where she articled to obtain her Chartered Accountant designation. She has since split her career between the oil and gas and legal industries in senior management, operations and financial roles. Most recently, Ms. Sullivan has worked with the Newfoundland & Labrador Legal Aid Commission as the Deputy Provincial Director – Corporate Services. Ms. Sullivan volunteers with a number of not for profit organizations and currently sits on the boards of the YMCA of Newfoundland & Labrador, the Community Sector Council and the Public Legal Information Association of Newfoundland & Labrador.

Walter Parsons

Walter Parsons joined the Department of Natural Resources in 2011 as Director of Electricity and Alternative Energy. He was appointed Executive Director (Iron Ore Industry) in 2012, and most recently served as a Cabinet Officer with Executive Council. Between 1998 and 2011, Mr. Parsons worked for a number of private sector and Crown corporations including Imperial Oil and Nalcor Energy. He is a professional engineer, a graduate of the University of New Brunswick and a volunteer with the Association for New Canadians.

Darryl Johnson
Darryl Johnson has worked at various levels of the provincial and federal public service over the past 25 years. Most recently he has been Director of Environmental Health in the Population Health Branch of the Department of Health and Community Services. In addition, his previous work experience included senior management and inspection positions with the Government Service Centre in Happy Valley-Goose Bay, Labrador and policy and inspection positions with the Department of Health and Community Services. Mr. Johnson has also worked with Health Canada’s Occupational Health and Safety Agency. Mr. Johnson holds a Bachelor of Science (Biology) from Memorial University, a Diploma of Technology (Environmental Health) from the British Columbia Institute of Technology, a Master of Science (Public Health) from the University of London and the postgraduate Diploma of the London School of Hygiene and Tropical Medicine. He is also a Certified Public Health Inspector, a member of the Newfoundland and Labrador Branch of the Canadian Institute of Public Health Inspectors (CIPHI) and former member of the National Executive Council of CIPHI.

Roxie Wheaton

Roxie Wheaton started her career with the provincial government in 1988. Since August 2007, Ms. Wheaton has held the position of Assistant Deputy Minister (Regional Service Delivery) with the Department of Advanced Education and Skills. In 2014, Ms. Wheaton also assumed Executive leadership responsibility for the Income and Social Supports program – one of the largest social programs in the provincial government. Prior to becoming an Assistant Deputy Minister, Ms. Wheaton was Regional Director (Avalon Region) for six years. In 2003, in recognition of her unique combination of experiences, she was invited by the South African Government to provide technical advice and assistance in the development of programs, accountability measures and a new delivery model. In 2006, she received a Public Service Award of Excellence in recognition of her leadership, vision and ability to build effective partnerships. Ms. Wheaton holds a Bachelor of Arts in psychology from Saint Thomas University. She also attended the University of Victoria’s Canadian Institute in Social Policy Analysis and completed the Executive Development Program at Memorial University.

Tracy English

Tracy English most recently served as Associate Deputy Minister (Energy) with the Department of Natural Resources, serving previously as the Deputy Minister (Acting) and Assistant Deputy Minister of the Intergovernmental Affairs Secretariat of Executive Council. She began her career with the provincial government in 1999 as an analyst with the Department of Natural Resources. Her roles in the provincial public service have also included Cabinet Officer with Cabinet Secretariat of Executive Council and Director of Energy Policy with the Department of Natural Resources. Ms. English has a Master of Arts (history), Bachelor of Arts (history and political science) and diploma in information technology from Memorial University.

Paul Carter

Paul Carter most recently served as Assistant Deputy Minister (Royalties and Benefits), Department of Natural Resources since 2012. Prior to this he held the positions of Executive Director (Iron Ore Industry) and Executive Director of Labrador West also with the Department of Natural Resources. Mr. Carter has also worked with Natural Resources Canada – Canadian Forest Service in Corner Brook in forest research and resource development fields. Mr. Carter holds both Masters and Bachelor of Science degrees in forestry from the Faculty of Forestry and Environmental Management, University of New Brunswick.

Frances Knickle

Frances Knickle is Senior Crown with the Special Prosecutions Unit of the Department of Justice and Public Safety. Born in Lunenburg, Nova Scotia, she attended the University of King’s College in Halifax and completed her undergraduate studies at Acadia University, receiving a Bachelor of Arts in Music in 1984. Ms. Knickle received her Bachelor of Laws from the Schulich School of Law (formerly Dalhousie Law School) in 1991. She articled with the Department of Justice and has worked with the Public Prosecutions Division since her call to the Bar of Newfoundland and Labrador in 1992. In 2010 Ms. Knickle was appointed Senior Crown Eastern Region Office. She returned to Special Prosecutions as Senior Crown in September 2012. Ms. Knickle has appeared at all levels of court, including the Supreme Court of Canada.
Peter Howe

Peter Howe began his career with the provincial government in 1994. He has spent most of his career primarily with the Lands Branch of the Department of Municipal Affairs, holding progressively responsible positions including Regional Lands Manager, Manager of Crown Lands Administration and Director of the Crown Lands Administration Division. Since 2010, Peter has served as the Assistant Deputy Minister of Lands. Mr. Howe holds a Bachelor of Science Degree in geography from Memorial University and has completed post graduate course work towards a Masters of Arts degree in geography from Memorial University.
Tab 6 – Lauren Wiseman
Hi Carla,

Attached is my resume.

Cheers,
Lauren

Note: The attachment "Lauren Wiseman Resume 2016.doc.docx" has been removed under s.40(1)
Hi Heather, could you please update the communications staff list with the following changes as of Wednesday, August 17th? The updated communications staff list will then need to be sent to PO, Cabinet Secretariat and all communications staff in GNL.

- BTCRD/FAA – Luke Joyce
- EECD – Lauren Wiseman
- FIN/HRS – Tansy Mundon
- JPS – Jacquelyn Howard
- TW – Blair Medd

Carla J. Foote
Associate Secretary to Cabinet (Communications)
Government of Newfoundland and Labrador
Tel: 709-729-4781
Cell: 709-691-6673
www.gov.nl.ca
Media Advisory: Change in Media Contacts

Members of the media are advised of the following changes in departmental media contacts for the Provincial Government:

Jacquelyn Howard  Director of Communications  Department of Justice and Public Safety  709-729-6985, 689-2624  jacquelynhoward@gov.nl.ca

Luke Joyce  Director of Communications  Department of Business, Tourism, Culture and Rural Development  709-729-4570, 725-4165  LukeJoyce@gov.nl.ca

Blair Medd  Director of Communications  Department of Transportation and Works  709-729-3015, 631-8465  BlairMedd@gov.nl.ca

Tansy Mundon  Director of Communications  Department of Finance  709-729-6830, 693-1865  TansyMundon@gov.nl.ca

Lauren Wiseman  Director of Communications  Department of Education and Early Childhood Development  709-729-0048, 691-7668  LaurenWiseman@gov.nl.ca

A full listing of media contacts is available at www.gov.nl.ca/releases/contactmedia.htm

Media contact:
Carla Foote
Associate Secretary to Cabinet (Communications)
Executive Council – Communications Branch
709-729-4781
CarlaFoote@gov.nl.ca
Media Advisory: Change in Media Contacts

Members of the media are advised of the following changes in departmental media contacts for the Provincial Government:

Jacquelyn Howard  Director of Communications  709-729-6985, 689-2624  jacquelynhoward@gov.nl.ca
Department of Justice and Public Safety

Luke Joyce  Director of Communications  709-729-4570, 725-4165  LukeJoyce@gov.nl.ca
Department of Business, Tourism, Culture and Rural Development

Blair Medd  Director of Communications  709-729-3015, 631-8465  BlairMedd@gov.nl.ca
Department of Transportation and Works

Tansy Mundon  Director of Communications  709-729-6830, 693-1865  TansyMundon@gov.nl.ca
Department of Finance

Lauren Wiseman  Director of Communications  709-729-0048, 691-7668  LaurenWiseman@gov.nl.ca
Department of Education and Early Childhood Development

A full listing of media contacts is available at www.gov.nl.ca/releases/contactmedia.htm

- 30 -

Media contact:
Carla Foote  Associate Secretary to Cabinet (Communications)  709-729-4781  CarlaFoote@gov.nl.ca
Executive Council – Communications Branch

2016 08 17
Media Advisory: Change in Media Contacts

Members of the media are advised of the following changes in departmental media contacts for the Provincial Government:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Phone Numbers</th>
<th>Email Address</th>
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<tbody>
<tr>
<td>Jacquelyn Howard</td>
<td>Director of Communications</td>
<td>709-729-6985, 689-2624</td>
<td><a href="mailto:JacquelynHoward@gov.nl.ca">JacquelynHoward@gov.nl.ca</a></td>
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<td>Department of Justice and Public Safety</td>
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<td>Luke Joyce</td>
<td>Director of Communications</td>
<td>709-729-4570, 725-4165</td>
<td><a href="mailto:LukeJoyce@gov.nl.ca">LukeJoyce@gov.nl.ca</a></td>
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<td>Department of Business, Tourism, Culture</td>
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<td>Blair Medd</td>
<td>Director of Communications</td>
<td>709-729-3015, 631-8465</td>
<td><a href="mailto:BlairMedd@gov.nl.ca">BlairMedd@gov.nl.ca</a></td>
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<td>Department of Transportation and Works</td>
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<tr>
<td>Tansy Mundon</td>
<td>Director of Communications</td>
<td>709-729-6830, 693-1865</td>
<td><a href="mailto:TansyMundon@gov.nl.ca">TansyMundon@gov.nl.ca</a></td>
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<td>Department of Finance</td>
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<tr>
<td>Lauren Wiseman</td>
<td>Director of Communications</td>
<td>709-729-0048, 691-7668</td>
<td><a href="mailto:LaurenWiseman@gov.nl.ca">LaurenWiseman@gov.nl.ca</a></td>
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<tr>
<td></td>
<td>Department of Education and Early Childhood Development</td>
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A full listing of media contacts is available at [www.gov.nl.ca/releases/contactmedia.htm](http://www.gov.nl.ca/releases/contactmedia.htm)

- 30 -

Media contact:
Carla Foote
Associate Secretary to Cabinet (Communications)
Executive Council – Communications Branch
709-729-4781
CarlaFoote@gov.nl.ca

2016 08 17 4:35 p.m.
Please file

-----Original Message-----
From: Tinkov, Renee
Sent: Friday, August 19, 2016 11:12 AM
To: Foote, Carla
Subject: Lauren Wisemen

Hi Carla,
Copy of Lauren's temporary employment letter attached for your records.

Renée Tinkov  
Senior Human Resource Consultant  
Strategic Human Resource Management Division Human Resource Secretariat, Executive Council  
(709) 729-5201 (office)  
(709) 697-3631 (cell)  
(709) 729-5421 (fax)  
rtinkov@gov.nl.ca  

“This email and any attached files are intended for the sole use of the primary and copied addressee(s) and may contain privileged and/or confidential information. Any distribution, use or copying by any means of this information is strictly prohibited. If you received this email in error, please delete it immediately and notify the sender.”
August 17, 2016

Ms. Lauren Wiseman
Executive Support
Dept. of Education and Early Childhood Development

Dear Ms. Wiseman:

RE: Approval of Temporary Employment

I am pleased to confirm your temporary employment to the position of Director of Communications (PCN 00030006, management) with the Executive Support Division, Department of Education and Early Childhood Development effective August 15, 2016 until [insert date] unless otherwise notified. This position is classified on the HL-25 pay scale and you will be placed on step 1 with a current annual salary of $78,314.

In this position, you will be expected to work as a member of the team to support the Department in the delivery of service. Your manager, Carla Foote, Associate Secretary to Cabinet (Communications), will discuss the duties and responsibilities of this position in greater detail during your orientation.

Upon commencing employment, Ms. Foote will arrange for you to meet with a representative from the Compensation and Benefits Division to ensure all appropriate documentation is on file for compensation purposes. Please note as a temporary employee you are entitled to leave benefits in accordance with Government’s Human Resource Policies. You are also eligible for enrollment in the Government Money Purchase Pension Plan (GMPP). For additional information on these and other benefits please visit the Employee Handbook website at http://www.exec.gov.nl.ca/exec/hrs/onboarding/resources.html or contact the Compensation and Benefits Service Centre at 1-888-729-7690 or via email CompensationBenefits@gov.nl.ca.

The terms and conditions relative to your employment are in accordance with Government’s Human Resource Policies. Please note that under this policy, you will serve a one year probationary period during which time your manager will be assessing your performance and suitability to the job. On behalf of the Government of Newfoundland and Labrador, I would like to take this opportunity to congratulate you on your new employment. If you have any questions regarding your employment please feel free to contact me at 729-5201.

Sincerely,

Renee Tinkov
Senior Human Resource Consultant
Executive Council Sector

cc Ms. Carla Foote, Associate Secretary to Cabinet (Communications) Compensation and Benefits
Internal use only: 01 1302-100-4410-0120-000000
Tab 7 – General Emails
Will do, thanks.

Cindy Hussey
Assistant Deputy Clerk
of the Executive Council
Phone: (709) 729-1118
Fax: (709) 729-5218
4th Floor, East Block
Confederation Building
P.O. Box 8700
St. John's, NL
A1B 4J6

From: Clerk of Executive Council
Sent: Wednesday, August 17, 2016 2:53 PM
To: Alteen, Larry <LarryAlteen@gov.nl.ca>; Ballard, Donna M <DBallard@gov.nl.ca>; Balsom, Stephen <StephenBalsom@gov.nl.ca>; Barnes, Janice <JaniceBarnes@gov.nl.ca>; Batstone, Angela E. <angelaBatstone@gov.nl.ca>; Bowles, Ron <raborwles@gov.nl.ca>; Bown, Charles W. <cbown@gov.nl.ca>; Breen, Seamus <SeamusBreen@gov.nl.ca>; Brewer, Donna <dbrewer@gov.nl.ca>; Burke, Brian G. <BrianGBurke@gov.nl.ca>; Carter, Paul <paulcarter@gov.nl.ca>; Chafe, Ann <annchafe@gov.nl.ca>; Chippett, Jamie <JamieChippett@gov.nl.ca>; Clarke, Ingrid E. <ingridclarke@gov.nl.ca>; Companion, Lori Anne <LoriAnneCompanion@gov.nl.ca>; Cooper, Bruce
This Executive Appointment Announcement is to be kept confidential until it is publicly released. Release is expected to go before 3:00 pm today.

EXECUTIVE APPOINTMENTS

I am pleased to announce the following appointments within the Executive group.

Ted Lomond is appointed as Deputy Minister of the Department of Business, Tourism, Culture and Rural Development effective August 18, 2016.

Bruce Cooper is appointed as Deputy Minister of the Department of Children, Seniors and Social Development effective August 18, 2016.
Darryl Johnson is appointed as the Assistant Deputy Minister (Occupational Health and Safety) in the Department of Service Newfoundland and Labrador, on an acting basis, effective September 1, 2016.

Roxie Wheaton is appointed as the Assistant Deputy Minister (Government Services) in the Department of Service Newfoundland and Labrador effective August 18, 2016.

Tracy English is appointed as the Assistant Deputy Minister (Strategic and Corporate Services) in the Department of Transportation and Works effective September 5, 2016.

Paul Carter is appointed as Executive Director (Muskrat Falls Oversight) with Executive Council effective August 18, 2016.

Frances Knickle is appointed as the Director of Public Prosecutions in the Department of Justice and Public Safety, on an acting basis, effective August 18, 2016.

Peter Howe has accepted an Executive Development opportunity with Cabinet Secretariat effective August 18, 2016.

Julia Mullaey

Biographical Information

Ted Lomond

Ted Lomond has been the Executive Director of the Newfoundland and Labrador Environmental Industry Association (NEIA) since July, 2012. Mr. Lomond has extensive experience in economic and business development, having worked as a consultant to the private sector and having held senior management positions with the provincial government, the Leslie Harris Centre of Regional Policy and Development at Memorial University and the Newfoundland and Labrador Regional Economic Development Association (NLREDA). Mr. Lomond currently serves on the Atlantic Advisory Committee, Natural Science and Engineering Research Council and is a lecturer in the Faculty of Business Administration at Memorial University. Mr. Lomond's academic credentials include Master of Business Administration, Master of Philosophy in Humanities, Master Certificate in Project Management, Diploma in Applied Ethics (Environmental) and Diploma in Credit Management, Bachelor of General Studies in Arts and Sciences, executive management programs and several professional certifications. Mr. Lomond is a Fellow of the School of Graduate Studies, Memorial University and is currently completing a Master of Arts (Geography), Memorial University

Bruce Cooper

Bruce Cooper started his career with the public service in 1990 as a Social Worker with Child Protection and has been in senior leadership positions in the public and non-profit sectors for over 20 years. He has served as Assistant Deputy Minister (Policy and Planning) with the Labour Relations Agency, Assistant Deputy Minister in the Department of Child, Youth and Family Services, Assistant Secretary to Cabinet (Social Policy) and Assistant Deputy Minister of Health and Community Services (Policy and Planning). Mr. Cooper has also served as Deputy Minister of Health and Community Services and Deputy Minister of the Human Resources Secretariat within Executive Council and Deputy Secretary to Treasury Board. He is a former Executive Director and Registrar of the Newfoundland and Labrador Association of Social Workers, Sessional Lecturer at Memorial University and Assistant Executive Director of Health and Community Services – St. John's Region. Mr. Cooper holds Bachelor and Masters Degrees of social work from Memorial University and has engaged in a variety of continuing education efforts. Over his career, Mr. Cooper has been involved as a volunteer in the governance of a variety of voluntary and not for profit organizations.

David Lewis
David Lewis is appointed as Deputy Minister of the Department of Fisheries, Forestry and Agrifoods effective August 18, 2016.

John Abbott is appointed as Deputy Minister of the Department of Health and Community Services effective August 18, 2016.

Patricia A. Hearn is appointed as Deputy Minister for Intergovernmental Affairs, effective September 26, 2016.

Sean Dutton is appointed as Deputy Minister of the Department of Service Newfoundland and Labrador and the Deputy Minister of Procurement effective August 18, 2016.

Jackie Lake Kavanagh is appointed as the Assistant Deputy Minister (Labour, Policy and Services) in the Department of Advanced Education, Skills and Labour effective August 18, 2016.

Donna O'Brien is appointed as the Assistant Deputy Minister (Regional Services Delivery) in the Department of Advanced Education, Skills and Labour effective August 18, 2016.

Ben Gardner is appointed as the Assistant Deputy Minister (Trade and Investment) in the Department of Business, Tourism, Culture and Rural Development effective August 22, 2016.

Daryl Genge is appointed as the Assistant Deputy Minister (Regional Development) in the Department of Business, Tourism, Culture and Rural Development effective August 18, 2016.

Marc Kielley is appointed as the Assistant Deputy Minister (Innovation and Strategic Industries) in the Department of Business, Tourism, Culture and Rural Development, on an acting basis, effective August 31, 2016.

Susan Walsh is appointed as the Assistant Deputy Minister (Service Delivery and Regional Operations) in the Department of Children, Seniors and Social Development effective August 18, 2016.

Judith Hearn is appointed as the Assistant Deputy Minister of the Communications and Public Engagement Branch effective August 18, 2016.

Paul Smith is appointed as the Assistant Deputy Minister (Corporate Services) in the Department of Education and Early Childhood Development effective August 18, 2016.

Rita Malone is appointed as the Assistant Deputy Minister (Natural Heritage) in the Department of Environment and Climate Change effective August 18, 2016.

George Joyce is appointed as the Assistant Deputy Minister (Labour Relations) in the Human Resources Secretariat effective September 6, 2016.

Paula Walsh is appointed as the Assistant Deputy Minister (Public Safety and Enforcement) in the Department of Justice and Public Safety effective September 19, 2016.

Tony Grace is appointed as the Assistant Deputy Minister (Lands) in the Department of Municipal Affairs effective August 18, 2016.

Dana Spurrell is appointed as the Assistant Deputy Minister (Fire, Emergency and Corporate Services) in the Department of Municipal Affairs effective August 18, 2016.

Lynn Sullivan is appointed as the Assistant Deputy Minister (Royalties and Benefits) in the Department of Natural Resources, on an acting basis, effective August 22, 2016.

Walter Parsons is appointed as the Assistant Deputy Minister (Energy) in the Department of Natural Resources effective August 18, 2016.
David Lewis has held various positions related to the Newfoundland and Labrador fishing industry over the past 35 years. He is currently the acting Deputy Minister of the Department of Fisheries and Aquaculture. Prior to this, Mr. Lewis held the position of Assistant Deputy Minister, Corporate Services, with the Department of Advanced Education and Skills. From 2001 to 2011, Mr. Lewis was the Assistant Deputy Minister, Policy and Planning, and Assistant Deputy Minister, Fisheries Branch, with the Department of Fisheries and Aquaculture. Mr. Lewis has also worked with the Fisheries Association of Newfoundland and Labrador as Executive Assistant to the President and with the federal Department of Fisheries and Oceans as biological research technician. In addition to his work in fisheries, Mr. Lewis has also held a number of senior leadership roles within the provincial government, including Assistant Deputy Minister, Finance and Administration, Department of Education. Mr. Lewis has a Masters of Business Administration, Bachelor of Science (Honours) and Bachelor of Education from Memorial University of Newfoundland.

John G. Abbott, M.A.

John G. Abbott recently worked as a management consultant with The Institute for the Advancement of Public Policy, Inc. (St. John's) where he specialized in public policy analysis and development. Leading up to this point in his career, Mr. Abbott was CEO of the Health Council of Canada (Toronto); Deputy Minister of Health and Community Services with the Government of Newfoundland and Labrador; Assistant Secretary of the Treasury Board responsible for budget and information management; Associate Deputy Minister of Health and Community Services; Chairman and CEO of Newfoundland and Labrador Housing Corporation; Deputy Minister of Works, Services and Transportation; and, Deputy Minister of Municipal and Provincial Affairs. He also worked in the Department of Finance (1980-82), the Intergovernmental Affairs Secretariat (1982-87) and with the Senior Expenditure Review Committee (1987-89). Mr. Abbott's distinguished work as a public sector executive earned him The Institute of Public Administration of Canada (NL Division) Lieutenant-Governor Award of Excellence in Public Administration in 1999. In 2012, CMHA-NL awarded him the Dr. Clarence Potter Award for Outstanding Service to Furthering Mental Health in the province. John holds a BA in political science and economics from Memorial University of Newfoundland and a MA in Public Administration from Carleton University (Ottawa). Mr. Abbott is National Treasurer of the Canadian Mental Health Association and recent President of its NL Division. He also sat on the board of directors of the NL Division of the Canadian Corps of Commissionaires, Hot Soup Cool Jazz Association, Community Coalition for Mental Health, Jimmy Pratt Foundation and was chair of the board of directors of the former Health Care Corporation of St. John's.

Patricia A. Hearn

Patricia A. Hearn has over 20 years of experience as an Executive with the federal government in areas of economic and social policy and programs. Most recently she served as the Atlantic Executive Director of Innovation, Science and Economic Development (formerly Industry Canada) where she oversaw the operations of the federal government’s economic program and policy agenda in the four Atlantic Provinces. Through several senior management roles in areas of innovation, trade and economic development, she has developed strong networks at the federal and provincial levels, which she brings to this role. In addition to her Bachelor of Science and Bachelor of Education degrees, Ms. Hearn also holds a Master of Business Administration degree from Memorial University of Newfoundland.

Sean Dutton

Sean Dutton is currently the Chief Executive Officer of Fire and Emergency Services-Newfoundland and Labrador and Deputy Minister for Intergovernmental Affairs. Mr. Dutton started his career with the provincial government in 1994 as an Analyst with the Intergovernmental Affairs Secretariat, where he also worked as a Senior Analyst, Director of Resource and Economic Policy and Assistant Deputy Minister. His other roles within the provincial public service have included Cabinet Officer with Executive Council; Assistant Deputy Minister and Deputy Minister of the Department of Labrador and Aboriginal Affairs; Deputy Minister of the Intergovernmental and Aboriginal Affairs Secretariat; Deputy Minister (Core Mandate Analysis), Executive Council; and, Deputy Minister (Intergovernmental Affairs), Department of Municipal and Intergovernmental Affairs. Mr. Dutton is a graduate of Acadia University, holding Bachelor of Arts (Honours) and Master of Arts degrees, both in political science.
Jackie Lake Kavanagh

Jacqueline Lake Kavanagh has served as Assistant Deputy Minister for Public Safety and Enforcement with the Department of Justice and Public Safety since 2012. Prior to that, she served as Director of Policy and Strategic Planning, Director of Family Justice Services, Director of Aboriginal Research Unit and Provincial Manager of Victim Services. Ms. Lake Kavanagh has taught at Memorial University in the Faculty of Social Work, as well as in the Police Studies and Criminology Programs. Prior to joining the public service, she worked with the St. John’s Status of Women Council and other community agencies. Ms. Lake Kavanagh holds a Master of Social Work degree (Social Policy and Administration), Bachelor of Social Work, Certificate in Criminology and has completed Memorial’s Executive Development Certificate.

Donna O’Brien

Donna O’Brien began her career with the provincial government in 1988 as a front-line Client Services Officer and then as Social Worker with the former Department of Social Services. She has served in various management roles since 1997 including Director of Income Support and Director of the Poverty Reduction Strategy with the Department of Advanced Education and Skills. Since 2012, Ms. O’Brien has been an Assistant Deputy Minister with the Department of Child, Youth and Family Services in Policy and Programs and most recently in Service Delivery and Regional Operations. Ms. O’Brien holds the degrees of Bachelor of Social Work and Bachelor of Arts from Memorial University, as well as a Certificate in Public Administration. She is a registered Social Worker with the Newfoundland and Labrador Association of Social Workers.

Ben Gardner

Ben Gardner has over 20 years’ experience in business and economic development, having worked for closely held corporations, crown corporations and provincial government. Mr. Gardner’s areas of expertise include foreign-direct investment, marketing and business development, corporate strategy, operations, key account management and product and channel development. Prior to joining the Department of Business, Tourism, Culture and Rural Development (BTCRD), Mr. Gardner was VP, Business Development for the m5 Group of companies. Previously, Mr. Gardner was Director of Investment Attraction in BTCRD. Mr. Gardner holds an MBA from University of Ottawa (Telfer School of Management) and is a graduate of the executive program.

Daryl Genge

Daryl Genge was appointed Assistant Deputy Minister (Trade and Investment) with the Department of Business, Tourism, Culture and Rural Development in June 2012, and has been the Deputy Minister (Acting) since April 2016. Prior to joining the provincial government, Mr. Genge served as a Director with Memorial University’s Faculty of Business where he oversaw a Middle East joint-venture on behalf of university and government partners and advised high-growth firms on equity financing and international market expansion. Mr. Genge also spent eight years as President of an independent consulting firm specializing in industry and business strategy, organizational innovation and international relations. For seven years he was Director of Business Development with Operation ONLINE Inc. and was a member of Newfoundland and Labrador’s information technology sector development Task Force Secretariat. Mr. Genge also spent three years as Manager, Business Development with Enterprise Newfoundland and Labrador’s Enterprise Network and started his career as an analyst with firms active in the province’s offshore oil industry. Mr. Genge is a graduate of Memorial University and has a Bachelor of Science (Computer Science). He is also a Certified Management Consultant.

Marc Kielley

Marc Kielley is a graduate of Memorial University with a Bachelor of Commerce and a Masters in Employment Relations. He has over 30 years’ experience in the private and public sectors where he has an accomplished record in the planning, development and cultivation of strategic partnerships with industry, academia and public organizations. Most recently, at Memorial University, Mr. Kielley has been employed in progressively responsible positions and has contributed positively to the growth of an innovation based R&D research portfolio through establishing collaborative partnerships with companies in the science, technology and natural resources sectors of the economy. Marc has previously held several positions in the fisheries and aquaculture sectors, including
serving as Executive Director of the Newfoundland Aquaculture Industry Association where he was instrumental in the strategic development of the industry.

Susan Walsh

Susan Walsh began her career with the public service in 1991 and progressed through direct delivery, management, policy and director positions within the former Department of Social Services, Eastern Regional Health Authority, Department of Health and Community Services, Department of Child Youth and Family Services, Core Mandate Office of Executive Council and the Labour Relations Agency. She has led various projects including: Government's response to the Turner Review and Investigation; and, the Statutory Review of the Workplace Health, Safety and Compensation System and has served as Cabinet Officer with Executive Council. Ms. Walsh is currently the Assistant Deputy Minister of Fire and Emergency Services – Newfoundland and Labrador. She holds a Master of Social Work, specializing in policy and administration, from the University of Toronto and a Bachelor of Social Work degree from Memorial University. She is an avid volunteer with minor hockey.

Judith Hearn

Judith Hearn was most recently Deputy Minister for the Office of Public Engagement, which supported and delivered public engagement opportunities and supported the administration of the Access to Information and Protection of Privacy Act (ATIPPA 2015). Prior to her appointment to the OPE, Ms. Hearn served as Deputy Minister of the Department of Seniors, Wellness and Social Development, Deputy Minister of the former Department of Tourism, Culture and Recreation and served three years as Assistant Deputy Minister, Trade and Export Development in the former Department of Innovation, Business and Rural Development. Ms. Hearn came to the provincial government from industry where she spent eight years in the development and growth of export-oriented information technology companies. Ms. Hearn also worked as a teacher in Newfoundland and Labrador's secondary education system prior to her work in the private sector. Ms. Hearn holds a Bachelor of Education from Memorial University and a Bachelor of Arts (History) from Carleton University (Ottawa).

Paul Smith

Paul Smith began his career with the provincial government in 1990 with the Office of the Auditor General. In 1993, he moved to the Office of the Comptroller General where he held a number of management-level positions including Director of Government Accounting until 2011, at which time he was appointed to the position of Assistant Deputy Minister (Municipal Support) in the Department of Municipal Affairs. In 2013, he assumed the position of Assistant Deputy Minister (Strategic and Corporate Services) with the Department of Transportation and Works. A graduate of Memorial University of Newfoundland (1990), Mr. Smith holds a Bachelor of Commerce (Hons) degree and is both a Chartered Accountant and a Certified Management Accountant.

Rita Malone

Rita Malone was appointed Assistant Deputy Minister, Regional Operations, Department of Innovation, Trade and Rural Development in August, 2004. Ms. Malone joined the provincial government in 1985 after an eight year career in Branch Management with a major commercial bank serving in branches in Nova Scotia and Newfoundland and Labrador. Since joining government, she has held a number of progressively responsible positions throughout government including management positions with the Department of Transportation and Communications and Public Service Commission with responsibility for Western Newfoundland and Labrador regions. She has been involved in economic and community development in senior management positions with Newfoundland and Labrador Development Corporation, Department of Development and Rural Renewal and Department of Industry, Trade and Rural Development. Ms. Malone has been involved in federal provincial structures with respect to labor market, economic development and business policy. She currently holds Director Positions on a number of boards related to economic development. Ms. Malone has been involved in a number of volunteer leadership positions at provincial and national level including Canada Winter Games, 2016 Special Olympics, Alpine Canada, International Judo, post Chair and longtime director of the Western Memorial Regional Hospital Foundation. Ms. Malone is currently Assistant Deputy Minister of Business and Regional Development,
Department of Business, Tourism, Culture and Rural Development, responsible for front line service delivery, business financing, investment attraction and regional economic development.

George Joyce

George Joyce has over 30 years’ experience in collective bargaining and labour relations in both the private and public sectors in the province. For the past 12 years, Mr. Joyce has held the positions of Chief Negotiator - Canship Uglend Ltd. and Executive Director of NL Seafood Processors Association (a group representing 22 seafood companies). As well, Mr. Joyce has provided human resource and management consulting services to many local companies as a labour relations consultant and Associate with Royer Thompson Associates. Prior to private sector work, Mr. Joyce spent 19 years employed with the provincial government as Senior Mediator, Director of Labour Relations, and Assistant Deputy Minister of Labour. During his tenure with the provincial government, Mr. Joyce was instrumental in resolving many high profile and controversial labour disputes. Mr. Joyce attended Memorial University and studied Economics.

Paula Walsh

Paula M. Walsh is a 33-year veteran of the Royal Newfoundland Constabulary. Ms. Walsh, a graduate of the Atlantic Police Academy, studied at the Canadian Police College and the Canadian Emergency Preparedness College (Ottawa) as well as Memorial University. She has extensive management experience with the RNC and has served as the Commanding Officer, Labrador West Region, Officer in Charge: Economic Crime Unit, Mobile Support Team, General Investigation Unit of the RNC Criminal Investigation Division, St. John's and the Officer in Charge of Training, RNC Memorial Campus, St. John's.

Tony Grace

With more than 25 years of provincial and federal government experience, Tony Grace brings a comprehensive understanding of the operations of government in Newfoundland and Labrador. Having started his provincial career as a legislative assistant (1989), Mr. Grace went on to become Executive Assistant to the Premier (1996-2000). Over the last ten years Mr. Grace has worked in both the Department of Fisheries and Aquaculture and the Department of Business, Tourism and Rural Development. Mr. Grace attended Memorial University and studied in the Arts. He continued on to complete a Master Certificate in Project Management from York University.

Dana Spurrell

Dana Spurrell is currently the Assistant Deputy Minister, Corporate Services and Policy with the Department of Municipal Affairs. Ms. Spurrell has 20 years of experience with the provincial government crossing various departments and agencies including Environment and Conservation, Office of Executive Council, Labour Relations Agency, Department of Education and the Office of Public Engagement. Ms. Spurrell brings a strong background in policy, corporate management and stakeholder engagement having worked with the community sector, NL Housing and the federal-provincial Forum of Labour Market Ministers. Prior to her appointment with Municipal Affairs, Ms. Spurrell held the position of Director of Policy and Strategic Planning for the Department of Environment and Conservation. Ms. Spurrell possesses Bachelor of Science and Masters of Applied Social Psychology degrees from Memorial University.

Lynn Sullivan

Lynn Sullivan graduated with a Bachelor of Commerce (Co-operative) Honors from Memorial University in 1999 and began her career with PricewaterhouseCoopers where she articled to obtain her Chartered Accountant designation. She has since split her career between the oil and gas and legal industries in senior management, operations and financial roles. Most recently, Ms. Sullivan has worked with the Newfoundland & Labrador Legal Aid Commission as the Deputy Provincial Director - Corporate Services. Ms. Sullivan volunteers with a number of not for profit organizations and currently sits on the boards of the YMCA of Newfoundland & Labrador, the Community Sector Council and the Public Legal Information Association of Newfoundland & Labrador.
Walter Parsons

Walter Parsons joined the Department of Natural Resources in 2011 as Director of Electricity and Alternative Energy. He was appointed Executive Director (Iron Ore Industry) in 2012, and most recently served as a Cabinet Officer with Executive Council. Between 1998 and 2011, Mr. Parsons worked for a number of private sector and Crown corporations including Imperial Oil and Nalcor Energy. He is a professional engineer, a graduate of the University of New Brunswick and a volunteer with the Association for New Canadians.

Darryl Johnson

Darryl Johnson has worked at various levels of the provincial and federal public service over the past 25 years. Most recently he has been Director of Environmental Health in the Population Health Branch of the Department of Health and Community Services. In addition, his previous work experience included senior management and inspection positions with the Government Service Centre in Happy Valley-Goose Bay, Labrador and policy and inspection positions with the Department of Health and Community Services. Mr. Johnson has also worked with Health Canada's Occupational Health and Safety Agency. Mr. Johnson holds a Bachelor of Science (Biology) from Memorial University, a Diploma of Technology (Environmental Health) from the British Columbia Institute of Technology, a Master of Science (Public Health) from the University of London and the postgraduate Diploma of the London School of Hygiene and Tropical Medicine. He is also a Certified Public Health Inspector, a member of the Newfoundland and Labrador Branch of the Canadian Institute of Public Health Inspectors (CIPHI) and former member of the National Executive Council of CIPHI.

Roxie Wheaton

Roxie Wheaton started her career with the provincial government in 1988. Since August 2007, Ms. Wheaton has held the position of Assistant Deputy Minister (Regional Service Delivery) with the Department of Advanced Education and Skills. In 2014, Ms. Wheaton also assumed Executive leadership responsibility for the Income and Social Supports program – one of the largest social programs in the provincial government. Prior to becoming an Assistant Deputy Minister, Ms. Wheaton was Regional Director (Avalon Region) for six years. In 2003, in recognition of her unique combination of experiences, she was invited by the South African Government to provide technical advice and assistance in the development of programs, accountability measures and a new delivery model. In 2006, she received a Public Service Award of Excellence in recognition of her leadership, vision and ability to build effective partnerships. Ms. Wheaton holds a Bachelor of Arts in psychology from Saint Thomas University. She also attended the University of Victoria's Canadian Institute in Social Policy Analysis and completed the Executive Development Program at Memorial University.

Tracy English

Tracy English most recently served as Associate Deputy Minister (Energy) with the Department of Natural Resources, serving previously as the Deputy Minister (Acting) and Assistant Deputy Minister of the Intergovernmental Affairs Secretariat of Executive Council. She began her career with the provincial government in 1999 as an analyst with the Department of Natural Resources. Her roles in the provincial public service have also included Cabinet Officer with Cabinet Secretariat of Executive Council and Director of Energy Policy with the Department of Natural Resources. Ms. English has a Master of Arts (history), Bachelor of Arts (history and political science) and diploma in information technology from Memorial University.

Paul Carter

Paul Carter most recently served as Assistant Deputy Minister (Royalties and Benefits), Department of Natural Resources since 2012. Prior to this he held the positions of Executive Director (Iron Ore Industry) and Executive Director of Labrador West also with the Department of Natural Resources. Mr. Carter has also worked with Natural Resources Canada — Canadian Forest Service in Corner Brook in forest research and resource development fields. Mr. Carter holds both Masters and Bachelor of Science degrees in forestry from the Faculty of Forestry and Environmental Management, University of New Brunswick.

Frances Knickle
Frances Knickle is Senior Crown with the Special Prosecutions Unit of the Department of Justice and Public Safety. Born in Lunenburg, Nova Scotia, she attended the University of King's College in Halifax and completed her undergraduate studies at Acadia University, receiving a Bachelor of Arts in Music in 1984. Ms. Knickle received her Bachelor of Laws from the Schulich School of Law (formerly Dalhousie Law School) in 1991. She articled with the Department of Justice and has worked with the Public Prosecutions Division since her call to the Bar of Newfoundland and Labrador in 1992. In 2010 Ms. Knickle was appointed Senior Crown Eastern Region Office. She returned to Special Prosecutions as Senior Crown in September 2012. Ms. Knickle has appeared at all levels of court, including the Supreme Court of Canada.

Peter Howe

Peter Howe began his career with the provincial government in 1994. He has spent most of his career primarily with the Lands Branch of the Department of Municipal Affairs, holding progressively responsible positions including Regional Lands Manager, Manager of Crown Lands Administration and Director of the Crown Lands Administration Division. Since 2010, Peter has served as the Assistant Deputy Minister of Lands. Mr. Howe holds a Bachelor of Science Degree in geography from Memorial University and has completed post graduate course work towards a Masters of Arts degree in geography from Memorial University.
From: Mercer, Greg  
Sent: Thursday, August 11, 2016 6:42 PM  
To: Mullaley, Julia <JMullaley@gov.nl.ca>  
Cc: Cannizzaro, Michelle <MichelleCannizzaro@gov.nl.ca>; Foote, Carla <CarlaFoote@gov.nl.ca>  
Subject: Resumes
Tab 8 – Communications General Records
Hi Heather, could you please update the communications staff list with the following changes as of Wednesday, August 17th? The updated communications staff list will then need to be sent to PO, Cabinet Secretariat and all communications staff in GNL.

- BTCRD/FAA – Luke Joyce
- EECD – Lauren Wiseman
- FIN/HRS – Tansy Mundon
- JPS – Jacquelyn Howard
- TW – Blair Medd

Carla J. Foote
Associate Secretary to Cabinet (Communications)
Government of Newfoundland and Labrador
Tel: 709-729-4781
Cell: 709-691-6673
www.gov.nl.ca
Hugh Donnan
Director of Strategic Communications (Operations)
________________________________________
Executive Council
Government of Newfoundland and Labrador
e: hughdonnan@gov.nl.ca
t: 709.729.0084 | c: 709.725.6511
http://www.gov.nl.ca
John G. Abbott
John G. Abbott recently worked as a management consultant with The Institute for the Advancement of Public Policy, Inc. (St. John’s) where he specialized in public policy analysis and development. Leading up to this point in his career, Mr. Abbott was CEO of the Health Council of Canada (Toronto); Deputy Minister of Health and Community Services with the Government of Newfoundland and Labrador; Assistant Secretary of the Treasury Board responsible for budget and information management; Associate Deputy Minister of Health and Community Services; Chairman and CEO of Newfoundland and Labrador Housing Corporation; Deputy Minister of Works, Services and Transportation; and Deputy Minister of Municipal and Provincial Affairs. He also worked in the Department of Finance (1980-82), the Intergovernmental Affairs Secretariat (1982-87) and with the Senior Expenditure Review Committee (1987-89).

Mr. Abbott distinguished work as a public sector executive earned him The Institute of Public Administration of Canada (NL Division) Lieutenant-Governor Award of Excellence in Public Administration in 1999. In 2012, CMHA-NL awarded him the Dr. Clarence Pottle Award for Outstanding Service to Furthering Mental Health in the province.

Mr. Abbott holds a BA in political science and economics from Memorial University of Newfoundland and a MA in Public Administration from Carleton University (Ottawa). John is National Treasurer of the Canadian Mental Health Association and recent President of its NL Division. He also sat on the board of directors of the NL Division of the Canadian Corps of Commissionaires, Hot Soup Cool Jazz Association, Community Coalition for Mental Health, Jimmy Pratt Foundation, and was chair of the board of directors of the former Health Care Corporation of St. John’s.

Patricia Hearn
Patricia Hearn has over 20 years experience as an Executive with the Government of Canada in areas of economic and social policy and programs. Most recently she served as the Atlantic Executive Director of Innovation, Science and Economic Development (formerly Industry Canada) where she oversaw the operations of the federal government’s economic program and policy agenda in the four Atlantic provinces.

Through several senior management roles in areas of innovation, trade and economic development, Ms. Hearn has developed strong networks at the federal and provincial levels, which she brings to this role. In addition to her Bachelor of Science, and Bachelor of Education degrees, Ms. Hearn also holds a Master of Business Administration degree from Memorial University of Newfoundland.

Ted Lomond
Ted Lomond has been the Executive Director of the Newfoundland and Labrador Environmental Industry Association (NEIA) since July, 2012. Mr. Lomond has extensive experience in economic and business development having worked as a consultant to the private sector and having held senior management positions with the Government of Newfoundland and Labrador, the Leslie Harris Centre of Regional Policy and Development at Memorial University, and the Newfoundland and Labrador Regional Economic Development Association (NLREDA). Mr. Lomond currently serves on the Atlantic Advisory Committee,
Natural Science and Engineering Research Council and is a lecturer in the Faculty of Business Administration at Memorial University.

Mr. Lomond’s academic credentials include Master of Business Administration, Master of Philosophy in Humanities, Master Certificate in Project Management, Diploma in Applied Ethics (Environmental) and Diploma in Credit Management, Bachelor of General Studies in Arts and Sciences, executive management programs and several professional certifications. Mr. Lomond is a Fellow of the School of Graduate Studies, Memorial University, and is currently completing a Master of Arts (Geography), Memorial University.
Restructuring of Provincial Government Departments and Agencies

August 17, 2016

- Over the last eight months we have been closely reviewing opportunities to effectively streamline the structure of government.
- This process has involved deliberation with my cabinet colleagues, as well as discussions undertaken with the public service to identify opportunities to work smarter and more efficiently.
- Today the Provincial Government is announcing changes to a number of departments and agencies to deliver better services for residents.
- The decisions announced today and effective immediately, reflect our government’s long-term goals and objectives and mark an important step in creating a smaller, more focused public service.

- From the start I stated that restructuring government will be ongoing process. And the changes today mark the first step on that road.

- The new structure leverages the operational strengths of departments and agencies in a way which will better serve the people of the province.

- Within this restructuring, seven positions have been eliminated resulting in a compliment now of 21 deputy ministers. This number reflects trends seen in the other Atlantic Provinces.
- In addition we continue to strive for equality and diversity and in all areas we encourage women to actively participate and seek out leadership roles. With these changes, 55 per cent of deputy ministers are women (11 female, 9 male, and one vacant position).

- The individuals which are now joining the Provincial Government, will bring new perspectives along with great experience to their new roles.

- We recognize and appreciate the dedication of all public service employees and appreciate their commitment to the work of government.

New Structure

Changes are as follows:

*Department of Children, Seniors and Social Development*
- This new department combines the responsibilities of the former departments of Child Youth and Family Services and Seniors Wellness and Social Development.

*Department of Fisheries, Forestry and Agrifoods*
- This new department brings the Forestry and Agrifoods Agency under the umbrella of the former Department of Fisheries and Aquaculture.
Department of Advanced Education, Skills and Labour

- The functions of the Labour Relations Agency will now fall to the Department of Advanced Education and Skills.

In addition:
- The Office of Climate Change and Energy Efficiency will become part of the Department of Environment and Conservation under the new name the Department of Environment and Climate Change;
- The Office of Public Engagement will become part of Executive Council under Communications Branch, while the Access to Information and Protection of Privacy Office will move to the Department of Justice and Public Safety; and
- Fire and Emergency Services – Newfoundland and Labrador will become part of the Department of Municipal Affairs.

List of Appointees

- Those newly appointed to senior executive roles within government include:
  - Ted Lomond, Business Tourism Culture and Rural Development
  - John Abbott, Health and Community Services
  - Patricia Hearn, Intergovernmental Affairs

Secondary Messages (if asked):

- The severance associated with these departmental restructuring is $852,207. This excludes any earned benefits such as vacation. The reduction of five deputy minister salaries will cover off the cost of re-structuring within a year.
- New mandate letters for ministers taking on new responsibilities will be issued in the coming days and posted online.
Executive Council
August 17, 2016

Premier Ball Announces Changes to Structure of Government

Today the Provincial Government is taking steps to streamline the work of departments and agencies to deliver better management, more efficient planning, and sound governance. As part of this restructuring a number of departments and agencies will be combined and five Deputy Minister roles will be eliminated which represents a 19 per cent reduction.

"Since we took office, we have been closely reviewing the structure of government and identifying opportunities to streamline. By implementing this new structure we are continuing to adapt to our fiscal climate, with a goal of setting this province on a stronger economic footing. The restructuring of government is an ongoing process and the changes announced today mark the first step on that road."
- The Honourable Dwight Ball, Premier of Newfoundland and Labrador

Below is an overview of the changes being made:

**Department of Children, Seniors and Social Development**
This new department combines the responsibilities of the former departments of Child Youth and Family Services and Seniors Wellness and Social Development.

**Department of Fisheries, Forestry and Agrifoods**
This new department brings the Forestry and Agrifoods Agency under the umbrella of the former Department of Fisheries and Aquaculture.

**Department of Advanced Education, Skills and Labour**
The functions of the Labour Relations Agency will now fall to the Department of Advanced Education and Skills.

**Department of Environment and Climate Change**
This new department combines the Office of Climate Change and Energy Efficiency with the former Department of Environment and Conservation.
In addition to the actions above, the Office of Public Engagement will become part of Executive Council under Communications Branch, while the Access to Information and Protection of Privacy Office will move to the Department of Justice and Public Safety. Fire and Emergency Services – Newfoundland and Labrador will become part of the Department of Municipal Affairs.

"These decisions reflect our government's long-term goals and mark an important step in creating an efficient and focused public service. This new structure leverages operational strengths while at the same time puts emphasis on a more streamlined delivery of programs and services. We recognize and appreciate the dedication of all public service employees as we make these changes in the structure of government."
- Premier Ball

A full listing of deputy ministers is contained in the attached Backgrounder.

Media contact:
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Office of the Premier
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BACKGROUNDER
Deputy Ministers by Department; Biographies

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<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Department</th>
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<tbody>
<tr>
<td>Genevieve Dooling</td>
<td>Deputy Minister</td>
<td>Advanced Education, Skills and Labour</td>
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<tr>
<td>Ted Lomond</td>
<td>Deputy Minister</td>
<td>Business Tourism Culture and Rural Development</td>
</tr>
<tr>
<td>Bruce Cooper</td>
<td>Deputy Minister</td>
<td>Children, Seniors and Social Development</td>
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<tr>
<td>Janet Vivian-Walsh</td>
<td>Deputy Minister</td>
<td>Education and Early Childhood Development</td>
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<td>Colleen Janes</td>
<td>Deputy Minister</td>
<td>Environment and Climate Change</td>
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<tr>
<td>Julia Mullaney</td>
<td>Clerk</td>
<td>Executive Council</td>
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<td>Vacant</td>
<td>Deputy Clerk</td>
<td>Executive Council</td>
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<tr>
<td>Carla Foote</td>
<td>Associate Secretary to Cabinet, Communications</td>
<td>Executive Council</td>
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<td>Donna Brewer</td>
<td>Deputy Minister</td>
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<td>Geoff Williams</td>
<td>Deputy Minister</td>
<td>Human Resource Secretariat</td>
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<tr>
<td>Dave Lewis</td>
<td>Deputy Minister</td>
<td>Fisheries, Forestry and Agrifoods</td>
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<tr>
<td>John Abbott</td>
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<td>Health and Community Services</td>
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</table>
Heather Jacobs
Deputy Minister
Justice and Public Safety

Aubrey Gover
Deputy Minister
Labrador and Aboriginal Affairs

Patricia Hearn
Deputy Minister
Intergovernmental Affairs

Jamie Chippet
Deputy Minister
Municipal Affairs

Charles Bown
Deputy Minister
Natural Resources

Ellen MacDonald
Deputy Minister
Office of the Chief Information Officer

Sean Dutton
Deputy Minister
Service NL

Lori Anne Companion
Deputy Minister
Transportation and Works

Donna Ballard
Deputy Minister
Women’s Policy Office

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John G. Abbott recently worked as a management consultant with the Institute for the Advancement of Public Policy, Inc. (St. John’s). Previously, Mr. Abbott was CEO of the Health Council of Canada (Toronto); and served with the Government of Newfoundland and Labrador as Deputy Minister of Health and Community Services, Assistant Secretary of the Treasury Board, Associate Deputy Minister of Health and Community Services, Chairman and CEO of Newfoundland and Labrador Housing Corporation, Deputy Minister of Works, Services and Transportation, and Deputy Minister of Municipal and Provincial Affairs. He also worked in the Department of Finance (1980-82), the Intergovernmental Affairs Secretariat (1982-87) and with the Senior Expenditure Review Committee (1987-89).

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In addition, attached is the full package (PDF) including KMs and Q and A’s. All documents are attached to this email.

Hugh

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From: Donnan, Hugh
Sent: Wednesday, August 17, 2016 2:40 PM
To: Cannizzaro, Michelle; Mullaley, Julia; Mercer, Greg
Cc: Foote, Carla
Subject: Releases

All approved at department level. These will follow distribution of main release.

Cheers,

Hugh Donnan
Director of Strategic Communications (Operations)

Executive Council
Government of Newfoundland and Labrador
e: hughdonnan@gov.nl.ca
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http://www.gov.nl.ca
Enhanced Service Delivery Focus of New Department of Children, Seniors and Social Development

The Provincial Government recognizes the importance of providing enhanced service delivery to Newfoundlanders and Labradorians through all stages of life. The new Department of Children, Seniors and Social Development made up of the former Departments of Child, Youth and Family Services and Seniors, Wellness and Social Development will be responsive to the needs of all residents and place a strong focus on the well-being of individuals.

“Over the past eight months I have become quite familiar with the work of both departments and I have seen clearly how there are synergies and areas where there are service overlaps. By creating the new Department of Children, Seniors and Social Development residents will benefit from access to a wide range of services from a department which is family-focused with a concentration towards nurturing strong, healthy communities. This will allow our staff to closely follow individuals and families throughout their lives to ensure that the provincial government is remaining responsive to their needs.”
- The Honourable Sherry Gambin-Walsh, Minister of Children, Seniors and Social Development

Key areas of the new departmental mandate include:
- Support for seniors;
- Child protection services;
- Youth corrections;
- Management of adoption programs;
- Development of healthy living programs;
- Oversight of provincial recreation and sport programs;
- Oversight of the Disability Policy Office; and
- Initiatives to foster poverty reduction.

“The mandate of this new department is broad, but includes some of the most important functions undertaken by government for the residents of Newfoundland and Labrador. I look forward to the coming together of both teams, as we continue to support key wellness and protection initiatives, and collaborate closely with stakeholders to build upon the work being carried out in our communities.”
- Minister Gambin-Walsh

Websites as well as documentation for both departments will be changed in the coming days to reflect the new department name.

-Media contacts:
Melony O’Neill
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New Department Will Promote Renewable Resources for Economic Growth

The new Department of Fisheries, Forestry and Agrifoods will align the province’s natural renewable resources of fisheries, aquaculture, forestry, agriculture and agrifoods to maximize the full potential of all industries as important contributors to local communities and economies in the province.

“I am looking forward to my new role as Minister of Fisheries, Forestry and Agrifoods and promoting our province’s natural renewable resources under one department. Combining these industries brings hand in hand their common goals to provide valuable new growth to the economies of rural Newfoundland and Labrador. In addition, these industries have a significant societal and cultural value to many Newfoundlanders and Labradorians and by combining them we can ensure their successes for future generations.”

- The Honourable Steve Crocker, Minister of Fisheries, Forestry and Agrifoods

The new department will focus on:
- Establishing a strong fisheries policy;
- Leading sustainable aquaculture best practices and biosecurity;
- Promoting economic growth in the agriculture sector;
- Revitalizing the forestry sector;
- Protecting animal welfare; and
- Working with the Federal Government on a number of common policies.

Websites as well as documentation for both departments will be changed in the coming days to reflect the new department name.

-30-

Media contact:
Vanessa Colman-Sadd
Director of Communications
Department of Fisheries, Forestry and Agrifoods
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vanessacolmansadd@gov.nl.ca
Addition of Labour Focus Enhances Department’s Support of Workforce

The Provincial Government announced today a restructuring that will see the former Labour Relations Agency, become the Labour Policy and Services Branch under the new Department of Advanced Education, Skills and Labour.

“I am extremely pleased to have the new Labour Policy and Services Branch join the newly named Department of Advanced Education, Skills and Labour; the services provided by both entities are a natural link to our overall goal of a stronger, more diverse economy. The department exists to focus on learning, working and supporting individuals and employers in building a strong workforce. Likewise, the services delivered by the Labour Policy and Services Branch focus on working with employers, employees and unions to create positive employment relations, which contributes to a stronger workforce and economic growth.”
- The Honourable Gerry Byrne, Minister of Advanced Education, Skills and Labour

The new Labour Policy and Services Branch will continue to focus on:

- Ensuring the creation and maintenance of a progressive labour policy and legislative framework;
- The protection of worker and employer rights through the administration of labour standards legislation; and
- The provision of professional workforce dispute resolution services.

“The addition of the new Labour Policy and Services Branch to the Department of Advanced Education, Skills and Labour will help ensure programs and services for employers and those entering the workforce are better aligned. This will support more comprehensive and focused planning and improved service delivery.”
- Minister Byrne

In addition to the services provided by the Labour Policy and Services Branch, the Department of Advanced Education, Skills and Labour is engaged with postsecondary educational institutions, both public and private, to support the development of programs needed to fulfill the needs of the labour market. For more information, visit: www.aes.gov.nl.ca/postsecondary/index.html.

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Department of Advanced Education, Skills and Labour
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Restructuring of Provincial Government Departments and Agencies
August 17, 2016

• Over the last eight months we have been closely reviewing opportunities to effectively streamline the structure of government.

• This process has involved deliberation with my cabinet colleagues, as well as discussions undertaken with the public service to identify opportunities to work smarter and more efficiently.

• Today the Provincial Government is announcing changes to a number of departments and agencies to deliver better services for residents.

• The decisions announced today and effective immediately, reflect our government’s long-term goals and objectives and mark an important step in creating a smaller, more focused public service.

• From the start I stated that restructuring government will be ongoing process. And the changes today mark the first step on that road.

• The new structure leverages the operational strengths of departments and agencies in a way which will better serve the people of the province.

• Within this restructuring, five deputy ministers roles have been eliminated resulting in a compliment now of 21 deputy ministers. This number reflects trends seen in the other Atlantic Provinces.

• In addition we continue to strive for equality and diversity and in all areas we encourage women to actively participate and seek out leadership roles. With these changes, 55 per cent of deputy ministers are women (11 female, 9 male, and one vacant position).

• The individuals which are now joining the Provincial Government, will bring new perspectives along with great experience to their new roles.

• We recognize and appreciate the dedication of all public service employees and appreciate their commitment to the work of government.

New Structure
Changes are as follows:

Department of Children, Seniors and Social Development
• This new department combines the responsibilities of the former departments of Child Youth and Family Services and Seniors Wellness and Social Development.

Department of Fisheries, Forestry and Agrifoods
• This new department brings the Forestry and Agrifoods Agency under the umbrella of the former Department of Fisheries and Aquaculture.

*Department of Advanced Education, Skills and Labour*
• The functions of the Labour Relations Agency will now fall to the Department of Advanced Education and Skills.

In addition:
• The Office of Climate Change and Energy Efficiency will become part of the Department of Environment and Conservation under the new name the Department of Environment and Climate Change;
• The Office of Public Engagement will become part of Executive Council under Communications Branch, while the Access to Information and Protection of Privacy Office will move to the Department of Justice and Public Safety; and
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*List of Appointees*
• Those newly appointed to senior executive roles within government include:
  o Ted Lomond, Business Tourism Culture and Rural Development
  o John Abbott, Health and Community Services
  o Patricia Hearn, Intergovernmental Affairs

*Secondary Messages (if asked):*
• The severance associated with these departmental restructuring is $852,207. This excludes any earned benefits such as vacation. The reduction of five deputy minister salaries will cover off the cost of re-structuring within a year.
• New mandate letters for ministers taking on new responsibilities will be issued in the coming days and posted online.
Departmental Changes
August 17, 2016

Q1. Why are you making the changes in departmental structure today?

Over the last eight months, we have been closely reviewing opportunities to effectively streamline the structure of government.

The decisions announced today reflect our government’s long-term goals and objectives and mark an important step in creating an efficient and public service.

Q2. What does combining these departments achieve?

Under the previous administration, the public service became very large and heavy at the senior levels.

With these decisions announced today, we are taking steps to better focus the public service for a more efficient government that will benefit all Newfoundlanders and Labradorians. The new structure leverages operational strengths of departments and agencies. It is important that government works as efficiently as possible, avoid duplication and that departments work to their full capabilities.

Q3. When are these changes effective?

These changes are effective immediately.

I will be issuing new mandate letters to minister’s who are taking on new responsibilities in the coming days. These letters will be posted online.

Q4. Are there any job losses associated with these changes? How much will be paid in severance?

There are five deputy ministers and one assistant deputy minister being eliminated.

We will now have 21 deputy ministers, which is consistent with other Atlantic provinces, and fewer than five of 10 provinces. This is a 19 per cent reduction at the senior management level.

Pay in lieu of notice costs, as a result of their termination, totals $852,207. This excludes any earned benefits such as vacation.

The reduction of five deputy minister salaries will cover off the cost of re-structuring within a year.
Q5. Are there any other job losses?

At this time, there are no other job losses.

The decision to re-structure government operations is based on the better delivery of programs and services. I can promise the public service that the outcomes will be founded in smart, evidence-based decisions.

Q6. How does combining departments facilitate the more efficient delivery of public services?

It is widely known that under the previous administration there was significant duplication of programs and services.

A perfect example is the former Department of Business which duplicated existing programs offered by the former Department of Innovation, Trade and Rural Development. This created significant confusion in the public service and business community, as well exemplified a waste in spending by the government of the day.

Today we are working with the public service to address these areas of duplication, leverage the strengths of departments and deliver quality programs to the people of the province.

Q7. Why are you combining Seniors, Wellness and Social Development with Child, Youth and Family Services?

We are a family-focused government with a concentration towards nurturing strong, healthy communities.

The new department will be focused on that goal and will:

- Be responsive to the needs of residents by providing enhanced service delivery.
- Build upon the work being carried out in communities to support and protect youth and seniors and strive to encourage healthier lifestyles for all Newfoundlanders and Labradorians.

Q8. Have you had any conversations with the Child and Youth Advocate on this move? Do you think that she will express concern about the loss of focus?

Minister Gambin-Walsh has had ongoing correspondence with the Child and Youth Advocate since assuming the role in December 2015. Those conversations will continue as we value the input of the advocate, as it sharpens our delivery of programs to youth and their families.

There is absolutely no loss in focus.
Q9. Why are you combining Fisheries and Aquaculture with the Forestry and Agrifoods Agency?

There is a natural connection between these industries. They are traditional, renewable industries that play a significant role in our provincial economy. They are also increasingly innovative and will play an even greater role in our communities in the coming months and years.

Together, we are placing a renewed focused on these industries that I do not believe was there under the previous administration. Our goal is to maximize the potential of these industries locally, nationally and globally.

Q10. Why are you breaking up the Office of Public Engagement?

The Office of Public Engagement has always been a part of Executive Council. Under my leadership, we are improving the openness and accountability of government and having more conversations with industry, labour, community groups, as well as the general public. That said, there is a natural alignment of moving the significant public engagement capacity from the Office of Public Engagement under the Communications Branch.

I believe that this re-alignment will improve how our government communicates with residents. The Access to Information and Protection of Privacy will move to the Department of Justice and Public Safety where it is better suited.

Q11. What is the rationale for the changes to FES-NL and the Labour Relations Agency?

There are a lot of natural synergies in the new mix of departments. By bringing officials and programs under a single umbrella we are breaking down potential barriers and more effectively delivering programs and services while minimizing cost to taxpayers.

Q12. There are a lot of costs associated with changing the names and structure of departments. Is it worth it?

Under my leadership, we are committed to delivering better and more streamlined services for residents and helping to diversify the economy.

The decisions announced today have been well-calculated and focused on delivering the best possible outcomes for Newfoundland and Labrador. This is an important step in what will be an ongoing process.
Q13. How much is this re-structuring expected to cost?

As ministers and senior executive get adjust in their new roles they will lay out an implementation that will include those things. However, the reduction of five deputy minister salaries will cover off the costs of the re-structuring within a year.

Q14. If you are re-shaping government today, what is the focus of the fall supplemental budget?

Newfoundland and Labrador has a $1.8 billion deficit. It is an unprecedented fiscal situation that we inherited from the previous administration.

To address this situation, we have put in place a plan that addresses short, medium and long-term objectives. Budget 2016 included several revenue-generation initiatives; today, we are announcing the re-structuring of departments.

In the fall there will be further re-structuring and new initiatives as we continue down this path.
Q1. What is being announced today?

As part of the re-structuring of government departments and agencies, today I have named a number of senior appointments to the position of deputy minister.

The women and men joining the senior executive team bring new perspectives, along with great experience to these roles. As Premier and a team of ministers, we welcome their addition and look forward to working collaboratively with them.

I would also like to use this opportunity to recognize the dedication of all public services employees as we make these important changes to the benefit of our province.

Q2. Why is this announcement being made today? How come you never made these changes earlier – perhaps, after being sworn-in or on Budget Day?

Over the last eight months, we have been closely reviewing opportunities to effectively streamline the structure of government.

The decisions announced today reflect our government’s long-term goals and objectives and mark an important step in creating an efficient and focused public service.

Q3. Why are you making these changes?

We have taken the last eight months to closely review the structure of government with a goal of more efficient delivery of quality programs and services. This has permitted us a chance to examine what is working and what’s not and to develop a mix of departments that reflects government’s long-term vision.

This is not a rushed decision as we wanted to make informed, evidence-based decisions.

As part of this process, the decision was made to make changes at the senior level. The new deputy ministers will assist government as we look to become more efficient and more innovative in delivering programs and services to the people of the province.

Q4. How did you decide what positions should be eliminated?

The last eight months have been difficult for me, my team of ministers and caucus. We have used that time wisely as we identify opportunities to improve the performance of government.

Our close review of the function of government resulted in the changes announced today. It is an important step as we work to re-structure government.
Q5. Do you have confidence in the public service?

Absolutely.

We recognize and appreciate the dedication of public service employees and their commitment to deliver quality programs and services to the people of the province.

Q6. Why are you making this announcement when you are in Labrador?

I am in Labrador for a series of important meetings and announcements. However, the ministers impacted are prepared to speak publicly to these changes today. I am also making myself available as requested.

Q7. What skills/experience do the new employees have that never already existed in the public service?

The women and men that are joining the senior executive team bring new perspectives, along with great experience to these roles. As ministers, we welcome their addition and look forward to working collaboratively with them.

Q8. Are you concerned about the ability of deputy ministers to add to their already high workload? Will the quality of programs and services suffer?

The deputy ministers have a strong team around them in their various departments. I have every confidence that they will perform at a high level.

Q9. How many public service employees are losing their jobs?

There are six senior management positions being eliminated – five deputy ministers and one assistant deputy minister.

This is a 19 per cent reduction at the senior management level. We are now comparable to Nova Scotia, New Brunswick and Alberta. We will now have 21 deputy ministers, which is fewer than five of 10 Canadian provinces.
Q10. How much severance will have to be paid out to make these changes?

Pay in lieu of notice costs, as a result of termination, total $852,207. This excludes any earned benefits such as vacation.

The reduction of five deputy minister salaries will cover off the cost of re-structuring within a year.

Q11. The cost of re-structuring government, as highlighted by Mr. Martin’s departure, is significant. Is it worth it?

It is widely known that under the previous administration there was significant duplication of programs and services.

A perfect example is the former Department of Business which duplicated existing programs offered by the former Department of Innovation, Trade and Rural Development. This created significant confusion in the public service and business community, as well exemplified a waste in spending by the government of the day.

Today we are working with the public service to address these areas of duplication, leverage the strengths of departments and deliver quality programs to the people of the province.

Q12. Last month, Premier Ball stated at a media availability at The Rooms that the fall supplemental budget was ‘not about cutting.’ Is that still the case or are these moves a warning bell for what is to come in the fall?

Newfoundland and Labrador has a $1.8 bill deficit. It is an unprecedented fiscal situation that we inherited from the previous administration.

To address this situation, we have put in place a plan that addresses short, medium and long-term objectives. Budget 2016 included several revenue-generation initiatives; today, we are announcing the re-structuring of departments.

In the fall, there will be further re-structuring and new initiatives as we continue down this path.
Q13. This is a major re-organization of government at the highest of levels and could heighten anxiety of what is to come in the fall. Are you concerned about the impact on the broader public service?

I appreciate the stress that all public service employees are experiencing.

This is a difficult situation resulting from the careless spending and inability to plan by the previous administration.

I can promise the public service that the outcomes will be founded in smart, evidence-based decisions.

Q14. Are you concerned about the loss of institutional knowledge in some of these departments? Could these moves negatively impact how programs and services are delivered?

Knowledge of program and service areas runs deep throughout the public service.

There is a strong team of assistant deputy ministers, directors, managers and staff that make up departments. They will play a significant role in briefing new deputy ministers and help guide our government.

Q15. Did you use the Independent Appointments Commission or Public Service Commission to fill these positions? If not, how come?

The appointment process for deputy ministers and assistant deputy ministers remains unchanged. These positions are not partisan appointments and have been vetted through the Human Resource Secretariat.

Q16. What is the date of the fall supplemental budget? Is it still planned for next month?

A date has not been decided. We will announce the date when the appropriate review and conversations have occurred.

Decisions have to be informed and evidence-based. We are not going to rush decisions – the people of the province deserve a strategic, well-thought out a process.
Q17. Do these added responsibilities foreshadow the changes that will be announced next month?

Today’s human resource moves reflect the changing structure of government.

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Q19. Provinces such as Ontario strive to have a greater number of women in senior roles in their public service. Have you set gender targets for senior positions within the Government of Newfoundland and Labrador?

Our government is striving for equality and diversity.

We have made it clear that we take gender representation very seriously and in all areas we encourage women to actively participate and seek out leadership roles.

With these changes, 55 per cent of deputy ministers are women (11 female, 9 male, and one vacant position).
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NLIS 2
Executive Council
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Heather,
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Thanks,
Scott

Scott Barfoot
Director of Strategic Communications (Planning)
Communications Branch – Executive Council
709-729-4864