



Government of Newfoundland and Labrador
Executive Council
Cabinet Secretariat

May 27, 2019

Honourable Richard LeBlanc
Commissioner
Commission of Inquiry Respecting
The Muskrat Falls Project
5th Floor, Suite 502
Beothuck Building
20 Crosbie Place
St. John's, NL A1B 3Y8

Dear Commissioner LeBlanc:

RE: Julia Mullaley's black notebooks

On April 4, 2019 I received a request through Peter Ralph, Counsel for the Government of Newfoundland and Labrador on behalf of the Commission. Mr. Ralph provided an email from Barry Learmonth, Co-Counsel for the Commission in which I was asked to search for Julia Mullaley's black notebooks. The email specifically asked to "... do a deep search for the notebooks of Julia Mullaley. I understand that she turned them into cabinet secretariat..."

Details of the search are as follows:

- I, along with Mariam Cahill, IM analyst from Cabinet Secretariat immediately conducted separate electronic searches of the Cabinet Secretariat HPRM document management system, internal SharePoint intranet and network share to locate the notebooks or any documentation that mentioned the notebooks of Ms. Mullaley upon her departure from Cabinet Secretariat in September 2016. We also searched for possible scanned copies of the notebooks and checked our inventory of records for boxes stored in both storage vaults in the Confederation Building, East Block.
- Together we checked the mobile shelving unit in Cabinet Secretariat where Cabinet Records, Cabinet Committee Records and Clerk's Office records from 2012 to the present are stored. The filing cabinet of Carolyn Jarvis, Administrative Assistant to the Clerk, was searched but only unused, new books were located.

- Two storage vaults at Confederation Building were searched by both of us. These vaults house records prior to 2012, all of which have box listings. A visual inspection was carried out to ensure that there are no unlisted boxes or unboxed records stored there.
- I discussed the possible location of notebooks with Carolyn Jarvis. She does not remember a request from Ms. Mullaley related to her notebooks on the date of her departure.
- On April 4, 2019 I contacted Nina Goudie by telephone. Ms. Goudie was the Director of Information Management Services when Ms. Mullaley left Cabinet Secretariat. Ms. Goudie has no recollection of receiving these notebooks. A search of the office occupied by Ms. Goudie produced no notebooks.

On May 10, 2019 a further request was received, through Ms. Mullaley's solicitor, Andy Fitzgerald, for access to storage locations in order to conduct a search for the notebooks. It was determined that access to our storage locations could not be granted due to security reasons. At this time another search was conducted as outlined below.

- Once again, I conducted an electronic search of Cabinet Secretariat HPRM document management system, the internal SharePoint intranet and network share to see if there was any documentation that mentioned the notebooks after Ms. Mullaley's departure from Cabinet Secretariat in 2016. I also searched for possible scanned copies of the notebooks and checked our inventory of records for boxes stored in both storage vaults at East Block, Confederation Building.
- Accompanied by Krista Quinlan, Deputy Clerk, the following actions were taken:
 - Searched the mobile shelving unit in Cabinet Secretariat where Cabinet Records, Cabinet Committee Records and Clerk's Office records from 2012 to the present are stored, was searched again.
 - The filing cabinet of Carolyn Jarvis was also searched again and only new, unused books were located. All closets and offices within Cabinet Secretariat were also searched.
 - The Cabinet Room and an additional side room were also searched.
 - Two storage vaults at Confederation Building were searched for the second time. These vaults house Cabinet Secretariat records prior to 2012, all of which have box listings. A visual inspection was carried out to ensure that there are no unlisted boxes or unboxed records stored there.
 - Krista Quinlan discussed the possible location of these notebooks with Patricia Oliver, who was employed as an Information Management Analyst with Cabinet Secretariat in September of 2016. While she made suggestions as to possible locations, these areas had already been searched.

- Elizabeth Day, current Clerk of the Executive Council conducted a thorough search of her office.
- Cabinet Secretariat Records are also stored at the Rooms, Provincial Archives and the Provincial Records Centre. I reviewed the box listings of those records, but as these are older records the notebooks were not located. Cabinet Secretariat does not use any other records storage facilities.
- On May 10, 2019 I contacted Ms. Mullaley for her recollection of the disposition of her notebooks on exit from Cabinet Secretariat. She advised that she did not take them with her when she moved to the position of Chief Executive Officer at Newfoundland and Labrador Housing Corporation. Ms. Mullaley recalled leaving three black notebooks and a pile of loose sheets, with then IM Director, Nina Goudie upon her departure. She advised that this occurred in the main office space at Cabinet Secretariat. As noted above, Ms. Goudie has no recollection of that event.
- On May 24, 2019 as requested by Ms. Mullaley, she was provided with an opportunity to review her email records from her time as Clerk of the Executive Council. These records, including her calendar items were made available to her onsite at the Confederation Building in order to review events, timeframes and meetings during her time as Clerk of the Executive Council.

In conclusion, one of Cabinet Secretariat's main lines of business is records management. We have a robust, comprehensive records management process that ensures the timely and accurate collection and storage of electronic and hard copy records. However, after multiple, exhaustive searches of Cabinet Secretariat's electronic records management system, physical premises and discussions with all relevant staff, our office has no record of having received Ms. Mullaley's notebooks.

Sincerely,



Iris Power
Director, Information Management