January 2010

January 2010

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February 2010

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					January 1, 2010 HOLIDAY	2
3	4 2:00pm Eval prep (Director's office)	5 7:00am H1N1 clinic (Mt. Tabor) 3:00pm FY 1011 Budget Discussion (Director's Office)	6 9:00am Typecode Project (Director's office)	7 2:00pm BOEC budget development (Director's office)	8	9
10	11 7:00am Budget prep (Director's of 11:45am BOEC IA discussion 1:30pm FY 1011 Budget Discussion (Dire	12 11:30am Supervisory screening p 12:30pm travel 2:00pm PSSRP Executive 5:00pm travel 6:00pm BOEC Budget	13 2:00pm CAD-Next update (D 3:00pm CAD Next and MDC use (Dire 4:00pm PSSRP QA interview (	14 11:00am City Attorney 12:30pm Interoperability 2:30pm City Attorney 4:00pm One-on-One 5:00pm travel 5:30pm Labor BAC (Mt.	15 9:30am GPD Chief (BOEC) 11:00am Updated: CAD 2 CAD Review (Mt 12:00pm CAD-Next issues (Director's Office	16
17	18 HOLIDAY	19 CAD-Next Implementation W 12:00pm CAD-to-CAD interface specifications (Mt. Jefferson Room - BOEC)	20 CAD-Next Implementation W	21 CAD-Next Implementation W 10:00am Touch base on FY 1011 budget 12:00pm Calltakers' Potluck (Mt. Jeff) 1:30pm User Board	22 CAD-Next Implementation W 1:00pm Standard of Conduct SOP (Classroom)	23
24	25 10:00am CAD Communications 11:00am LEDS interface - CAD-Next (Direc 4:00pm PDCC Contract Review (BOEC -	26 11:00am Fy1011 Budget Discussion (Director's Office)	27 7:00am ECS Meeting (BOEC) 2:30pm Discipline and letter writing workshop (Mt. Jeff)	28 3:30pm Budget touch base (Director's Office) 4:00pm BOEC / BTS meeting (BOEC - Mt. Jeff)	29	30
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February 2010

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March 2010

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
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	9:00am PDCC contract discussion (Director's Offi 10:30am January 2010 Neighborhood Directory (Dir 4:00pm post HR 2.02 roll call	9:00am Leadership Team meeting (Mt. Jefferson) 10:15am attorney research (Director's Office)		9:00am NG-911 Discussion (Director's Office)	8:00am Performance Review and Sick Leave Usage (Director's Office) 3:30pm Personnel issue (Director's Office)	
7	8	9	10	11	12	13
	8:00am Personnel issue (Director's Office) 12:30pm travel 1:30pm REGIONAL FUNDING OPPORTUNITIES 2:00pm travel	9:00am Leadership Team meeting (Mt. Jefferson) 2:00pm BOEC - POEM check in (POEM)	8:00am Planning docs (Director's Office) 12:30pm BOEC/City Attorney issues (BOEC)	11:30am travel 12:30pm BOEC Director one-on-one (Commissioner's Office) 1:30pm travel	8:00am travel 9:00am Disaster Policy Council Meeting (Lovejoy Room - 11:00am travel 1:00pm self eval 4:30pm Commissioner Fritz (Mt. Jeff)	
14	15	16	17	18	19	20
	HOLIDAY	9:00am Leadership Team meeting (Mt. Jefferson) 2:00pm travel 3:00pm PSSRP bureau sponsor meeting (POEM Main Conf Rm)	10:30am travel 11:30am Public Safety Bureau Meeting (POEM Main Co 1:30pm travel 3:30pm one-on-one w/POM (Director's	2:00pm BOEC Bargaining Team	VACATION	
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	VACATION	VACATION	VACATION	VACATION	VACATION	
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March 2010

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April 2010

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	March 1 VACATION	2 VACATION	3 VACATION	4 VACATION	5 VACATION	6
7	8 VACATION	9 VACATION	10 VACATION	11 VACATION	12 VACATION	13
14	15 10:00am budget prep (Director's Office) 1:30pm Budget Prep Meeting for Council Work 2:30pm budget prep (Director's O	16 8:00am travel 9:00am Budget presentation! (City Hall) 11:30am travel	17 8:00am City Attorney prep (Director's Office)	18 1:30pm User Board meeting (Mt. Jefferson)	19 10:00am ECS - Mgt Interview Panel (Director's Office) 3:00pm travel 4:00pm BOEC one-on-one (Commissioner's	20
21	22 11:30am I&R Case - Attorney Work Product (Director's Office)	23 9:00am Leadership Team meeting (Mt. Jefferson) 11:00am Spring BuMP (Director's Office)	24 1:00pm CAD Project Sponsor & POM Update (Director's Office)	25 11:30am Personnel issues (Director's Office) 1:30pm PSSRP QA call (Director's Office)	26	27
28	29 11:00am PSSRP discussion (BOEC)	30 9:00am Leadership Team meeting (Mt. Jefferson) 11:00am Spring BuMP (Director's Office) 4:00pm BOEC / BTS mgmt (BOEC)	31 1:00pm travel 2:00pm BOEC/CAO/BHR - personnel is (BHR Director's Office) 3:00pm travel			

April 2010

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				April 1 10:00am BTS issues (Director's Office) 3:00pm Negotiations prep (Mt. Jefferson)	2 11:30am CAD transition (Mt. Jefferson Room) 1:00pm CAD-Next (BOEC - 2nd Floor Classroom)	3 CAD-Next - one year to go (E
4	5 9:00am Bargaining (AFSCME office) 10:00am V-CAD kick-off (Lunchroom)	6 9:00am Leadership Team meeting (Mt. Jefferson) 12:00pm BTS Staffing Support for V-CAD (BOEC 1:00pm V-CAD issues (Director's Of	7 10:00am Communications (Director's Office)	8 10:00am COOP Gap analysis (Mt. Jeff) 2:00pm In-service prep (Director's Office) 3:30pm Public Safety Projects (Dir	9 9:00am Inservice Presentation 10:00am eval prep (Director's 1:00pm Driver's training (Classroom) 4:00pm HR issues (Director's	10 10:00am Inservice Presentation (Classroom)
11	12 8:00am travel 9:00am PSSRP bureau sponsor meeting 11:00am travel 1:00pm Eval discussion 1:30pm Health and 2:00pm Inservice 3:00pm Performance	13 9:00am Inservice Presenation 10:00am Leadership Team 11:00am V-CAD 1:00pm Health and 2:00pm travel 3:00pm PPB Enhanced 4:00pm travel	14 12:00pm eval prep (Director's 2:00pm draft MCT project stmt 4:00pm Inservice Presentation 5:30pm V-CAD (out of office)	15 11:30am ERC lunch (Lunch room) 12:00pm BOEC COOP Gap 2:00pm one-one-one 3:00pm travel 4:00pm Mayor's budget 5:00pm travel 6:00pm Inservice	16 9:30am BOEC Director One-on-One (BOEC - Direct 11:00am Eval meeting (Director's Office) 12:00pm Inservice Presenation	17
18	19 11:30am ERC lunch (lunchroom) 4:00pm Inservice Presentation (Classroom)	20	21 11:00am Admin Team meeting (out of 2:00pm One-on-one: PSSRP POM (3:00pm PSSRP bureau sponsor meeting 4:00pm continued one-on-one with	22 10:00am Ambulance Interface Project (Mt. Tabor) 1:00pm Legal issue (Director's Office)	23 9:00am Pre-eval prep meeting (Director's Office)	24
25	26 9:30am eval mtg summary (Director's Office) 10:00am Legal issue (Director's Office)	27 9:00am Leadership Team meeting (Mt. Jefferson) 10:00am project work (Director's Office)	28 1:00pm QA call (Director's Office) 2:30pm Bargaining issues (BOEC - Director's Office)	29 11:00am V-CAD Project Status Executive Update (BOEC - Director's Office)	30 VACATION	

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June 2010

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						May 1 12:00am SOP of the Month to Review with employees - Marine/River (Performance reviews)
2	3 VACATION	4 9:00am Leadership Team 11:00am travel 12:00pm Bureau Directors' 1:30pm travel 2:30pm Personnel issue 4:00pm BOEC / BTS	5 1:00pm Scheduling Discussion (Director's Office)	6 5:00pm V-CAD dinner (Portland restaurant)	7	8
9	10	11 9:00am Leadership Team meeting (Mt. Jefferson) 2:00pm Updated: BOEC - POEM check in (POEM)	12 8:00am Metrics review (Director's Office)	13 10:00am Metrics - finish up (Director's 2:00pm AMR discussion (Mt. Tabor) 3:00pm travel 4:00pm Updated: BOEC	14	15
16	17 9:00am Personnel issue (Director's Offic 1:00pm SOPs & Misc Projects (Dir 1:30pm Prep agenda for 3:00pm City Attorney	18 9:00am Leadership Team meeting (Mt. Jeff 12:00pm City Attorney project (Direc 2:00pm travel 3:00pm PSSRP bureau	19 9:00am Policy work (Director's 10:30am 1-on-1 with PSSRP POM 2:30pm City Attorney issues (Director's	20 1:30pm User Board meeting (Mt. Jefferson)	21 11:00am PSSRP QA interview (Director's Office)	22
23	24 VACATION	25 VACATION	26 VACATION	27 VACATION	28 VACATION	29
30	31 HOLIDAY					

June 2010

June 2010

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July 2010

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		June 1 9:00am Leadership Team meeting (Mt. Jefferson)	2 11:00am Evac Trailer Exercise (Evac Trailer) 2:00pm Grievance meeting (Director's Office)	3 8:00am travel 9:15am BOEC one-on-one 10:30am BOEC Police Protocols (C 11:30am Monthly Bureau 1:30pm City Attorney 3:00pm travel	4 VACATION	5
6	7 VACATION	8 9:00am Leadership Team meeting (Mt. Jefferson) 3:30pm BOEC / BTS management meetings (BOEC)	9 9:30am Port of Portland CAD IGA (Director's Office) 11:30am Finance issues (Director's Office)	10 2:45pm BOEC, in Fire response times audit (BOEC - Director's office) 7:00pm Advisory Board dinner	11 9:30am CAD Executive Briefing (Director's Office)	12
13	14 9:00am Project reading/planning 1:00pm Outreach project (Director's Office 2:00pm Grievance response (4:00pm FEMA training planning (Dire	15 9:00am Leadership Team meeting (Mt. Jeff 10:00am FEMA training (Director's Offi 12:00pm FEMA training (Director's Offi 2:00pm travel 3:00pm Public Safety	16 1:00pm Communication and Expectations (Director's Office) 3:30pm Meeting with Chapter Chairs and Union Busn. Agent (BOEC)	17 11:00am Personnel issue (Mt. Tabor) 12:00pm FEMA training (Director's Office) 3:00pm FEMA training (Director's Office)	18 9:00am Northrop Grumman CAD Support (Direct 10:00am FEMA training (Director's Office) 2:00pm AH 1049 - 100 Block reporting	19
20	21 11:30am City Attorney issues (Director's Office)	22 9:00am Leadership Team meeting (Mt. Jefferson) 10:00am FEMA training (Director's Office) 2:00pm FEMA training (Director's Offi	23 11:00am Custodial Svc issues (Director's Office) 1:00pm Versaterm reading (telework)	24 8:00am Versaterm reading (telework)	25 6:00am Headset Gazette Article 9:00am CAD Next - Functional Acceptance (Director's Office)	26
27	28 9:00am Personnel Issue (BOEC Mt. Tabor 10:00am FEMA training (Director's Offi 12:00pm FEMA training (Director's Offi 2:00pm FEMA training (Director's Offi	29 9:00am Leadership Team meeting (Mt. Jefferson) 1:00pm Arbitration Question (Director's Office)	30			

July 2010

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August 2010

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				July 1	2 3:00pm FEMA training (Director's Office)	3
4	5 HOLIDAY	6 9:00am travel 10:00am BOEC one-on-one (Commissioner's 11:00am travel 1:00pm Fire CAD Functional Acceptance Test	7 9:00am Police CAD Functional Acceptance Test document (Director's Office)	8 3:00pm CAD SysAdmin mtg (Director's Office) 4:00pm FEMA training planning (Director's Office)	9	10
11	12	13 9:00am Leadership Team (Mt. Jefferson)	14 7:00am AM ECS Meeting (Mt. Jefferson) 10:00am travel 11:00am Chief Johnson (Fairview Police) 12:00pm travel 1:00pm Employee Profile edits (Director's	15 9:00am travel 10:00am Disaster Policy Council Meeting (Rose Room) 12:00pm travel 1:30pm User Board meeting (Mt. Jefferson)	16 2:00pm FEMA training (Director's Office)	17
18	19 9:30am Planning docs (Director's Office)	20	21 10:00am City Attorney prep (Director's Office) 1:30pm FEMA training (Director's Office)	22 9:00am FEMA training 1:00pm Employee profiles (Director's Office)	23 9:00am BLI development	24
25	26 12:00pm travel 1:00pm 311 Demo from Microsoft (Sellwood Room. 4th Floor, the Portland Building) 4:30pm travel	27 9:00am Leadership Team (Mt. Jefferson) 11:00am Personnel issue (Director's Offic 3:00pm Lisa Turley - 4:00pm travel 5:00pm National Night 6:00pm travel	28 1:00pm ECS one-on-one 7:00pm ECS one-on-one 8:00pm ECS one-on-one	29 8:00am ECS one-on-one 11:00am Staffing Strategy (Director's Office) 1:00pm BLI prep (Director's Office)	30 9:30am City Attorney (BOEC)	31

August 2010

August 2010

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September 2010

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
August 1	2	3	4	5	6	7
	9:00am Discuss CAD connectivity 11:00am LMC issues (Director's 12:30pm travel 1:30pm Non-emergency call handling in 2:30pm travel	VACATION	8:00am ECS one-on-one 9:00am ECS one-on-one 10:00am ECS one-on-one 11:00am ECS one-on-one 1:00pm ECS one-on-one 2:00pm ECS one-on-one	10:00am travel 11:00am Comm Leonard mtg (Commissi 11:30am Updated: Bureau Directors Lunch 12:00pm travel 2:00pm Personnel issue 4:00pm Commissioner	3:00pm Mental Health Protocols (Commissioner Fritz's Office)	
8	9	10	11	12	13	14
	1:00pm Personnel issue - CAD Next Support (Director's Office) 2:00pm FEMA training (Director's Office)	9:00am Leadership Team (Mt. Jefferson) 11:30am VTM lunch (out of office lunch 2:00pm POEM check in (Director's Offi 3:30pm BTS meeting (Mt. Jefferson)	10:00am PSSRP QA interview (Director's 11:00am Employee profiles (Director's 2:00pm Bargaining Debrief (Mt.	1:30pm FPD - Capital Cost discussion (Director's Office)	11:00am FEMA training (Director's Office)	
15	16	17	18	19	20	21
	8:00am eval prep (Director's Office) 10:00am CAD-Next meeting (Director's 11:00am Bank - Lunch/Discussion	9:00am Leadership Team (Mt. Jefferson) 11:00am BOEC Service Continuation Plan Discussion (Director's Office)	1:00pm PF&R Audit Follow-up (Mt. Jefferson)	Vacation	9:00am Commissioner One-on-one (Director's Office) 10:00am PSSRP radio trailer tour (BOEC)	
22	23	24	25	26	27	28
	9:00am pager project (Director's Office) 1:00pm Paging Issues (Mt. Jefferson)	9:00am Leadership Team (Mt. Jefferson)	9:00am pager project (Director's Office) 1:30pm travel 2:30pm Commissioner PSSRP update (Commissioner 3:30pm travel			
29	30	31				
		vacation				

September 2010

September 2010

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October 2010

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			September 1	2	3	4
			8:30am travel 9:30am City Council presentation (City Hall) 10:00am travel 11:45am CAD-Next Project Executive (out of office lu	9:30am PageMaster (BOEC - Classroom) 11:00am Admin Team meeting (out of office lunch meeting)	9:00am Review of Pending Closed Defects (Director's Office)	
5	6	7	8	9	10	11
	HOLIDAY	9:00am Leadership Team (Mt. Jefferson) 11:00am Fall BuMP (Director's Office) 1:30pm Personnel issue (Directors Office)		9:00am review COOP docs (Director's 1:00pm Emergency Coordination 2:00pm travel 3:00pm BOEC one-on-one 4:00pm travel	10:30am Unemployment insurance (Director's Office) 1:30pm CAD-Next Go-Live information (Mt. Jefferson)	11:00am BOEC Employee Picnic (BOEC)
12	13	14	15	16	17	18
	11:00am Planning Meeting (Director's Office)	9:00am Community 9:30am Review Evac 10:00am VCAD Trailer 11:00am travel 12:00pm Bureau Directors' 1:30pm travel 2:00pm BOEC - POEM 3:30pm BOEC / BTS	9:00am Performance eval prep (Di 10:30am Eval prep (Director's 11:00am Draft VCAD Performance 1:00pm Regional 2:00pm FEMA training	9:30am PSSRP QA interview (Director's 1:30pm User Board meeting (Mt. Jefferson) 3:30pm FEMA training planning (Dire	3:30pm HR issues (Director's Office)	
19	20	21	22	23	24	25
	VACATION	VACATION	VACATION	VACATION	VACATION	
26	27	28	29	30		
		9:00am Leadership Team (Mt. Jefferson) 10:30am Fall BuMP (Lisa's office 12:30pm ERC documents (Director's Offic 2:30pm personnel issue (Director's Offic	8:30am BOEC Contract vote at Council (City Hall) 1:00pm BOEC - LMC (BOEC - Mt. Jefferson Room)	10:30am Fall BuMP review (Director's Office)		

October 2010

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November 2010

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					October 1 7:30am Repost roll call 10:00am Personnel issues (Director's Office) 11:30am Discuss ESB's Future (out of	2
3	4	5	6 1:30pm VCAD GIS (Director's Office) 4:00pm CAD Next Support (Director's	7 2:00pm Alternate Site Planning (Mt. Jefferson)	8 9:00am COOP docs (Director's 12:00pm Action Items from Sept LMC 2:00pm PF&R Audit Report (Dir	9
10	11 10:00am BEOP for POEM (Director's Office)	12 9:00am Leadership Team (Mt. Jefferson) 11:30am Personnel issue 1:00pm NAWAS 2:00pm BOEC - POEM 4:00pm BOEC/BTS Mgmt	13	14 2:00pm Trailer discussion (Mt. Jefferson)	15 9:30am Updated: BOEC (Tim will attend) (BOEC (Even M 11:00am CTO meeting (Director's Office)	16
17	18	19 9:00am Leadership Team (Mt. Jefferson) 2:00pm travel 3:00pm PSSRP Executive Steering Commi 4:30pm travel	20 9:00am CTO (Director's Office) 1:00pm October LMC meeting (Mt. Jefferson)	21 8:00am Radio project (Mt. Jefferson) 10:00am Pager Meeting (BOEC - Mt Tabor Room)	22 VACATION	23
24	25 VACATION 9:00pm Fall Food Fest (BOEC Lunchroom)	26 VACATION	27 VACATION	28 VACATION 9:00pm Fall Food Fest (BOEC Lunchroom)	29 VACATION	30
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November 2010

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December 2010

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	November 1	2	3	4	5	6
	11:00am Personnel Issue (Director's Office) 11:30am Police Typecodes (Director's Office)	8:00am CAD Next Weekly Update (Director's Offic 9:00am Leadership Team (Mt. Jefferson) 11:00am TIC P and ECC ex (Director's Office)	8:00am Mid-week CAD-Next 9:00am BTS issues (Director's 10:30am Imp Team Meeting (BOEC - 11:30am ieSolutions (out of office lunch	2:00pm CAD-Next Executive Briefing (Director's Office)	11:00am CAD_Next Project Managers Coordination and Status (phone bridge)	
7	8	9	10	11	12	13
	9:00am travel 10:00am Commissioner Leonard (Com 11:00am 911 for Safer PDX (Commis 12:00pm travel 3:30pm Org issues (Director's	8:00am CAD Next Weekly Update 9:00am Leadership Team (Mt. Jefferson) 1:30pm PSSRP (Director's 2:00pm POEM check in 3:30pm BOEC / BTS	8:00am Mid-week CAD-Next 10:00am PSSRP QA (Director's 11:30am travel 12:30pm PSSRP 1:00pm travel 2:00pm LMC Facilitation	HOLIDAY		
14	15	16	17	18	19	20
	9:30am LMC issues (Director's 10:00am WebEOC (Director's 12:00pm travel 1:00pm CTO and BOEC 2:00pm PSSRP Meeting 3:00pm travel	8:00am FW: CAD Next Weekly Update 9:00am travel 10:00am Disaster Policy Council (Rose 12:00pm travel 3:00pm Updated: PSSRP bureau sponsor	11:00am 1-on-1 with PSSRP POM (Director's Office) 1:00pm LMC meeting (Mt. Jefferson)	1:30pm User Board meeting (Mt. Jefferson)	10:00am CAD-Next Sys Admin (Director's Office)	
21	22	23	24	25	26	27
		9:00am Leadership Team (Mt. Jefferson) 1:00pm Commissioner one-on-one (phone call)	9:00am CTO (Director's Office) 1:00pm Imp Team meeting (Director's Office)	HOLIDAY	HOLIDAY	
28	29	30				
	3:15pm AVRR Functionality and Datasets (Director's Office)	8:00am CAD Next Weekly Update (Director's Offic 10:30am Bazelon Project Initial Meeting (Director's Offic 1:00pm Interviews - Business Sy				

December 2010

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23	24	25	26	27	28	29
30	31					

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			December 1 9:00am BTS (Director's Office)	2 9:00am travel 10:00am PSSRP Council Work Session Planning Meeting (PSSRP Office, 1 11:45am CAD-Next issues (lunch meeting) 1:00pm travel	3	4
5	6	7 9:00am Leadership Team (Mt. Jefferson) 1:00pm PageMaster (BOEC - Mt Jefferson Room)	8 9:00am FW: CAD Remote Failover Testing (BOEC SIM Room, and Conference line (503) 823-9796)	9 8:00am ** Radio Cutover Status 9:00am Bazelzon Project Follow-up Meetin 11:00am travel 12:00pm Bureau Directors' 1:00pm travel 2:00pm FW: Imp Team	10 10:00am Commissioner Ofc Liaison update (Director's Office) 11:30am ***Radio Cutover Update (phone meeting)	11
12	13 10:00am Safer PDX presentation and 1:30pm ECC 60% design phase project u 2:30pm AMR CAD-Next issues (Director's 4:00pm Labor co-chair meeting (Direc	14 9:00am Leadership Team (Mt. Jefferson) 3:00pm PSSRP ESC (Director's Office)	15 9:00am BTS (Director's Office) 1:00pm LMC meeting (Mt. Jefferson) 3:30pm 1-on-1 with PSSRP POM (Director's Office)	16 12:00pm CAD Next executive overview - 1:00pm travel 2:00pm Council Work Session - PSSRP (Council Chamb 4:00pm travel	17 12:00pm travel 1:00pm Final Presentation for Safer PDX (Baze 3:00pm Updated: BOEC (Tim will attend) (BOEC (Even M 4:00pm travel	18
19	20 11:15am Phone System Upgrade (Director's Office)	21 vacation	22 vacation	23 vacation	24 HOLIDAY	25
26	27 vacation	28 vacation	29 vacation	30 vacation	31 HOLIDAY	