October 2012

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	October 1		3	4	5	
				2:00pm Document Categories for Storing in TRIM (Mt. Jefferson Room)	11:00am Individual Meetings with employees (Director's Office)	
7	8	Q	10) 11	12	13
	9:00am Individual meetings with employees (Director's Office)	12:00am Individual meetings with employees (Di 2:00pm Bi weekly Radio meetings (conf call) 2:30pm BOEC - POEM check in (phone	7:00am ECS Meeting (BOEC - Classroom) 2:30pm Forced OT (Lisa's Office) 7:00pm Individual meetings with employees (Di	2:00pm Employee meetings (Director's Office)	VACATION	
14	15		17	18	19	20
21	VACATION 22	VACATION 23	VACATION 24	VACATION 25	VACATION 26	
21	VACATION	VACATION 23	VACATION 24	11:00am BOEC flu	12:00pm Personnel issue	on call
	VACATION	VACATION	VACATION	shots/exercise Push Partner 1:30pm OPS/Client Services Meeting (Classroom)	(Director's Office)	UIT Call
28			31			
on call	11:00am City Attorney (911 Center)	10:00am BOEC Executive Team (Mt. Jeffe 2:00pm Q4 - Expectations 3:00pm Q4 - 3:30pm Personnel issue 4:00pm Q4 Expectations 4:30pm Q4 -	1:00pm Q4 Expectations Review (Director's Office)			11/0E/2012 10:02 AM

Turley, Lisa