

**Bureau of Development Services Director Paul Scarlett's Calendar**

**Week of August 31 – September 6, 2009**

Monday	Tuesday	Wednesday	Thursday	Friday
9:00 – 10:00 Executive Assistant	7:30 – 8:30 Leadership Team	Noon – 12:20 Plan Review & Permitting Services Manager via phone	8:30 – 10:30 Commissioner of Public Safety &Phase III Impacted Staff	Furlough
10:00 – 11:00 Principal Planner	8:30 – 9:00 Formal Notification Meeting	2:00 – 4:00 BDS Labor Management Committee	10:45 – 11:15 Commissioner of Public Safety & Development Customer	
11:00 – Noon Administrative Services Manager	9:00 – 10:00 LMC Subcommittee	4:00 – 5:15 Senior Managers		
		5:30 – 6:30 Administrative Services Manager & Site Services Manager		