January 6, 2014 - January 12, 2014

January 2014

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February 2014

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Monday, January 6

- **12:00am Stephanie Reynolds vacation**

Tuesday, January 7

- **10:00am - 11:00am Mentoring - Janis** (Your office) - McDonald, Janis
- **12:00pm - 12:30pm Mauricio Valadrian-Rairan**
- **2:00pm - 3:00pm Mtg with Jay Bloom** (ONI)
- **3:00pm - 5:00pm FW: (Bureau) (Josh) MEET: RE: Prosperity and Place Discussion** (Mayor's Conference Room) - Hales, Charlie
- **5:30pm - 8:00pm Canceled: Public Involvement Advisory Council Meeting** (City Hall, Lovejoy Room) - Ahmed-Shafi, Afifa

Wednesday, January 8

- **10:00am - 11:00am Private Appointment**
- **11:30am - 1:00pm Lunch** (TBD) - Weekley, Patricia
- **3:00pm - 5:00pm Private Appointment**

Thursday, January 9

- **9:00am - 11:00am BAC Steering** (Amalia's office) - Archer, Amy
- **10:00am - 10:30am I&R Checkin, 10 - 10:30** (Amalia's Office) - Dutt, John
- **10:00am - 11:00am Hot sheet for Mayor's office**
- **11:30am - 1:00pm Bureau Directors Mtg**
- **12:00pm - 1:30pm Directors and Chairs Meeting, 12:00 - 1:30** (Rotates)
- **2:00pm - 3:00pm Discuss grant with Laura** (your office or phone) - Mowry, Judith

Friday, January 10

- **9:30am - 10:30am Check-in ONI/Mayor's office** (ONI)
- **1:00pm - 2:00pm Mentoring with Janis** (your office) - McDonald, Janis

Saturday, January 11

Sunday, January 12

January 13, 2014 - January 19, 2014

January 2014

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February 2014

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Monday, January 13

- **3:30pm - 5:00pm OMF Advisory Committee Meeting** (City Hall Pettygrove Room) - Ball, Kelly
- **5:30pm - 8:30pm Equity tool orientation - ONI BAC** (Portland Bldg, 2nd floor, room C) - Alarcon Morris, Amalia
- **5:30pm - 7:30pm ONI BAC meeting, 5:30 - 7 PM**

Tuesday, January 14

- **4:00pm - 5:30pm PANOW Board**
- **6:00pm - 8:00pm Magenta Board**

Wednesday, January 15

- **12:00pm - 1:00pm NEA Our Town Grant process debrief** (TBD) - Alarcon Morris, Amalia
- **1:00pm - 2:30pm BAC/Budget package planning** (Amalia's office) - Archer, Amy
- **3:00pm - 4:30pm BAC Steering Committee**
- **3:00pm - 4:00pm Anita Yap**
- **6:30pm - 9:30pm Private Appointment**

Thursday, January 16

- **9:00am - 12:00pm Timesheet approvals due to Michael** - Archer, Amy
- **10:00am - 10:30am I&R Checkin, 10 - 10:30** (Amalia's Office) - Dutt, John
- **10:00am - 11:00am Hot sheet for Mayor's office**
- **11:00am - 12:30pm RH Board**
- **1:00pm - 2:00pm Check in mtg re Jeri's concerns** (ONI, Room 110) - Hoop, Brian
- **6:30pm - 9:30pm Private Appointment**

Friday, January 17

- **1:00pm - 2:30pm ONI LMC** (City Hall: TBD) - Carey, Celeste
- **4:00pm - 4:30pm Fred/Amalia Alarcon Morris, Dir Off of Neighborhood Information** (at ONI, City Hall, Rm 110) - Miller, Fred
- **6:30pm - 9:30pm Private Appointment**

Saturday, January 18

- **Private Appointment**

Sunday, January 19

January 20, 2014 - January 26, 2014

January 2014

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February 2014

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Monday, January 20

- **3:30pm - 5:00pm Updated Meeting Series: OMF Advisory Committee** (City Hall, Lovejoy Room) - Frank.Silva@portlandoregon.gov

Tuesday, January 21

- **6:30pm - 8:00pm Updated: EPAP Civic Engagement Subcommittee**

Wednesday, January 22

- **Laptop security update** - Reynolds, Stephanie
- **10:00am - 11:00am Private Appointment**
- **5:30pm - 8:30pm ONI BAC**

Thursday, January 23

- **10:00am - 10:30am I&R Checkin, 10 - 10:30** (Amalia's Office) - Dutt, John
- **10:00am - 11:00am Hot sheet for Mayor's office**
- **10:30am - 12:00pm Updated: P&D Directors Meeting** (Bull Run Room -- Portland Building, 5th Floor, Water Bureau) - Dacanay, Radcliffe
- **3:00pm - 4:00pm Manager/Supervisor meeting** (Amalia's office) - Archer, Amy

Friday, January 24

- **11:00am - 11:30am Amanda/Amalia** (af's ofc) - Fritz, Amanda
- **1:00pm - 2:00pm Weekly ONI-Mayor's Office Check-in** (Amalia's Office) - Stover, Chad

Saturday, January 25

Sunday, January 26

January 27, 2014 - February 2, 2014

January 2014

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Monday, January 27

- **3:00pm - 4:00pm OMF Small Bureau Check-in** (12th Floor Horizon Room) - Braaten, Jane

Tuesday, January 28

- **10:30am - 11:30am Updated: Mentoring - Janis** (Your office) - McDonald, Janis
- **1:00pm - 3:00pm Office 365 training**
- **1:00pm - 4:00pm FW: Citywide Public Involvement Network** (Lovejoy) - Tschida, Todd

Wednesday, January 29

- **12:00pm - 1:00pm Updated: Lunch** (The Picnic House: 723 SW Salmon St, Portland, OR 97205) - Uwagbae, Grace
- **2:00pm - 3:30pm FW: DCL program evaluation report, community engagement strategy** (Imaginarium or room 325) - Hoop, Brian
- **3:30pm - 4:00pm Title II/Title VI Program Manager** (City Hall Room 110 - Amalia's Office) - Stephens, Tonya
- **6:30pm - 8:30pm Hosted Community Dinner - USDN Equity Peer-to-Peer Convening** (PSU Native American Student and Community Center 710 Jackson St. 97201) - Williams-Rajee, Desiree

Thursday, January 30

- **9:00am - 12:00pm Timesheet approvals due to Michael** - Archer, Amy
- **10:00am - 10:30am Amalia Alarcon Morris** (Commissioner Fritz's office) - Fritz, Amanda
- **10:00am - 10:30am I&R Checkin, 10 - 10:30** (Amalia's Office) - Dutt, John
- **10:00am - 11:00am Hot sheet for Mayor's office**
- **1:00pm - 2:00pm Review/input on CEC racial equity roadmap** (Amalia's office) - Hoop, Brian

Friday, January 31

- **1:00pm - 2:00pm Weekly ONI-Mayor's Office Check-in** (Amalia's Office) - Stover, Chad

Saturday, February 1

- **Private Appointment**

Sunday, February 2

February 3, 2014 - February 9, 2014

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Monday, February 3

- **10:00am - 11:00am Prepare for Feb. 4 "Public Spaces Discussion" with Mayor's Office** (Amalia's office) - Reynolds, Stephanie

Tuesday, February 4

- **10:00am - 11:00am Mentoring - Janis** (Your office) - McDonald, Janis
- **2:00pm - 3:00pm community outreach/compliance officer discussion** (Commissioner Frtiz's office) - Fritz, Amanda
- **5:30pm - 8:00pm Canceled: Public Involvement Advisory Council Meeting** (City Hall, Lovejoy Room) - Ahmed-Shafi, Afifa

Wednesday, February 5

Thursday, February 6

- **10:00am - 10:30am Amalia Alarcon Morris** (Commissioner Fritz's office) - Fritz, Amanda
- **10:00am - 10:30am I&R Checkin, 10 - 10:30** (Amalia's Office) - Dutt, John
- **10:00am - 11:00am Hot sheet for Mayor's office**
- **11:30am - 1:00pm Bureau Director Meeting** (Lovejoy Room, City Hall) - Braaten, Jane

Friday, February 7

- **1:00pm - 2:00pm Weekly ONI-Mayor's Office Check-in** (Amalia's Office) - Stover, Chad

Saturday, February 8

Sunday, February 9