		2012				
S	M	Т	W	Т	F	9
28	29	30	31	1	2	
4	5	6	7	8	9	1
11	12	13	14	15	16	1
18	19	20	21	22	23	2
25	26	27	20	20	20	

## Calendar

## Week of Monday, November 26, 2012

December 2012						
S	M	T	W	Т	F	S
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

Monday 11/26	Tuesday 11/27	Wednesday	Thursday 11/29	Friday 11/30	Saturday 12/1	Sunday 12/2
,	,	11/28		,	,,,,	,
8:30 AM - 9:00 AM OFFICE TIME	8:30 AM - 9:00 AM OFFICE TIME	8:30 AM - 2:00 PM OFFICE TIME	8:30 AM - 9:00 AM OFFICE TIME	8:30 AM - 9:00 AM OFFICE TIME		
9:00 AM - 10:00 AM MEET: Suzanne Kahn RE: Weekly Check-In (Tom's Office)	9:00 AM - 11:00 AM ATTEND: Director's Team Meeting (Broadway)	2:00 PM - 3:00 PM MEET: Greg Jones RE: Recurring Meeting (Tom's Office)	9:00 AM - 10:00 AM MEET: Rex Burkholder (Tom's Office)	9:00 AM - 10:00 AM INTERVIEW: Joleen Classen (Tom's Office)		
Check-In (Tom's Office)  10:00 AM - 11:00 AM MEET: Alissa Mahar RE: Weekly Check-In (Tom's Office)  11:00 AM - 1:00 PM OFFICE TIME/ LUNCH  1:00 PM - 4:00 PM ATTEND: Business Plan Work Session with MIG Consulting (Broadway Room)  4:00 PM - 5:00 PM OFFICE TIME	Meeting (Broadway)  11:00 AM - 11:30 AM OFFICE TIME  11:30 AM - 12:00 PM TRAVEL TIME  12:00 PM - 1:00 PM LUNCH: Mike Baltes of FTA and Rick Gustafson (Streetcar Bistro, NW 11th and Northrup)  1:00 PM - 1:30 PM TRAVEL TIME  1:30 PM - 3:00 PM OFFICE TIME: BAC Prep  3:00 PM - 3:30 PM MEET: Comm Saltzman RE: LED Lighting Ordinance (Commissioner Saltzman's Office)  3:30 PM - 5:30 PM ATTEND: PBOT BAC (Portland Building, Room C)	Meeting (Tom's Office)  3:00 PM - 5:00 PM OFFICE TIME	Office)  10:00 AM - 10:30 AM OFFICE TIME  10:30 AM - 11:00 AM MEET: Greg and Carter RE: Streetcar (Tom's Office)  11:00 AM - 12:00 PM MEET: Bureau Directors RE: Transition workflow recommendations (12th floor, Horizon Room)  12:00 PM - 1:30 PM OFFICE TIME/ LUNCH  1:30 PM - 3:00 PM ATTEND: Directors Work Session (Broadway Room)  3:00 PM - 4:00 PM MEET: Director's Team RE: Public Affairs Manager position (Broadway)  4:00 PM - 4:30 PM MEET: Communications Team (Tom's Office)  4:30 PM - 5:00 PM OFFICE TIME	(Tom's Office)  10:00 AM - 11:00 AM INTERVIEW: Kathleen Glanville (Tom's Office)  11:00 AM - 12:00 PM INTERVIEW: Kathleen Gardipee  12:00 PM - 5:00 PM OFFICE TIME  2:00 PM - 4:00 PM FYI/ DROP BY: Retirement Party for Cliff Bolling		
			5:00 PM - 8:00 PM ATTEND: PSU Traffic and Transportation Class (Heathman followed by the Portland Building)			