S	M	Т	W	Т	F	S
24	25	26	27	28	1	2
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
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Calendar

Week of Monday, March 18, 2013

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S	M	Т	w	Т	F	S
31	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	1	2	3	4

Monday 3/18	Tuesday 3/19	Wednesday	Thursday 3/21	Friday 3/22	Saturday 3/23	Sunday 3/24
		3/20				
8:00 AM - 9:00 AM OFFICE TIME	8:30 AM - 9:00 AM OFFICE TIME	8:00 AM - 10:00 AM OFFICE TIME	8:00 AM - 9:30 AM OFFICE TIME	8:30 AM - 9:30 AM OFFICE TIME		
9:00 AM - 10:00 AM MEET: Greg RE: Weekly Check-in (Toby's Office) 10:00 AM - 11:00 AM MEET: Steve RE: Weekly Check-in (Toby's Office) 11:00 AM - 11:30 AM MEET: Behnaz Nelson et al RE: COPPEA Check-In (Toby's Office) 11:30 AM - 2:00 PM OFFICE TIME/ LUNCH 2:00 PM - 3:00 PM MEET: Josh RE: Budget (Toby's Office) 3:00 PM - 3:45 PM MEET: City Attorney's Office (City Attorney's Office, City Hall - Small Conference Room) 4:00 PM - 5:00 PM MEET: Suzanne RE: Weekly Check- In (Toby's Office)	9:00 AM - 10:00 AM PRESENT: Asset Management - Council Budget Session (Council Chambers) 10:00 AM - 11:00 AM ATTEND: PBOT Budget Worksession #2 (Council Chambers) 11:00 AM - 1:00 PM OFFICE TIME 1:00 PM - 2:00 PM MEET: Toby and Rob RE: Weekly Check-In (Toby's Office) 2:00 PM - 3:00 PM MEET: Paul and Courtney RE: Portland Plan briefing (Toby's Office) 3:00 PM - 5:00 PM OFFICE TIME	10:00 AM - 11:00 AM MEET: Alissa RE: Weekly Check-In (Toby's Office) 11:00 AM - 12:30 PM OFFICE TIME 12:30 PM - 1:00 PM TRAVEL TIME 1:00 PM - 3:00 PM ATTEND: PBOT LMC (Maintenance- Corlett Room) 3:00 PM - 3:30 PM TRAVEL TIME 3:30 PM - 5:00 PM OFFICE TIME	9:30 AM - 11:30 AM ATTEND: Leadership Team Meeting (Broadway Room) 11:30 AM - 1:00 PM ATTEND: Additional Bureau Director Meeting (Portland Building Room C) 1:00 PM - 1:30 PM OFFICE TIME 1:30 PM - 3:00 PM MEET: Director's Team RE: Weekly Check-In (Broadway Room) 3:00 PM - 3:30 PM TRAVEL TIME 3:30 PM - 5:00 PM ATTEND: Tram EMC Meeting - First Quarter 2013 (OHSU Center for Health & Healing - 3303 SW Bond Avenue - 3rd Floor - Room: 3178)	9:30 AM - 10:30 AM MEET: Josh Alpert RE: Bi-weekly check-in (Toby's Office or Broadway Room) 10:30 AM - 11:00 AM MEET: Dawn RE: Bi-weekly HR check-in (Toby's Office) 11:00 AM - 12:30 PM OFFICE TIME 12:30 PM - 1:00 PM TRAVEL TIME 1:00 PM - 2:00 PM BPS/PBOT check-in (BPS Exec Conf Room) 2:00 PM - 2:30 PM TRAVEL TIME 2:30 PM - 5:00 PM OFFICE TIME		