

**FIRE CHIEF SARA BOONE CALENDAR**  
December 1, 2020 – December 31, 2020

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▲ **Tue, Dec 1**

■ All Day Vacation

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▲ **Wed, Dec 2**

■ 8:30 AM – 9:00 AM Promotional Swearing In

■ 9:00 AM – 10:30 AM Core Leadership

■ 1:00 PM – 4:30 PM Deputy Chief Interviews

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▲ **Thu, Dec 3**

■ 8:30 AM – 9:30 AM Deputy Chief Interview

■ 10:00 AM – 10:30 AM Weekly Coordination Calls Commissioner Hardesty, PBEM Director, BOEC Director

■ 11:00 AM – 12:00 PM Deputy Chief Interview

■ 12:00 PM – 1:00 PM Bureau Directors Monthly Meeting

■ 1:15 PM – 1:45 PM Commissioner Hardesty

■ 2:30 PM – 3:30 PM Deputy Chief Interview

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▲ **Fri, Dec 4**

■ All Day OFF FRIDAYS

■ 8:00 AM – 5:00 PM Battalion Chief Interviews

■ 10:00 AM – 11:00 AM Deputy Chief Interview

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▲ **Mon, Dec 7**

■ 9:00 AM – 12:00 PM Leadership Training - Unit 2 Microaggressions and Race/Intervention

■ 11:30 AM – 12:00 PM COVID-19 Wave 2 Operational Risk Assessment

■ 3:00 PM – 3:15 PM Office of Government Relations Director

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▲ **Tue, Dec 8**

■ 8:00 AM – 10:30 AM Leadership Team

■ 1:00 PM – 1:30 PM City Attorney

■ 3:00 PM – 4:00 PM OMF Advisory Committee

■ 4:00 PM – 4:30 PM City Bureau Directors Check-in

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▲ **Wed, Dec 9**

- 7:30 AM – 8:30 AM Portland Fire Fighters Association President
  - 8:00 AM – 9:30 AM Core Leadership
  - 10:30 AM – 11:30 AM Rose King
  - 3:00 PM – 3:30 PM Commissioner Ryan's Chief of Staff
  - 3:30 PM – 4:00 PM City's Chief Administrative Officer
  - 4:00 PM – 4:30 PM Public Safety Work Group - Weekly Check-in
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▲ **Thu, Dec 10**

- 8:30 AM – 9:00 AM Promotional Swearing In
  - 10:00 AM – 10:30 AM Weekly Coordination Calls Commissioner Hardesty, PBEM Director, BOEC Director
  - 11:00 AM – 11:45 AM Station 11 Chief's Visit
  - 1:30 PM – 2:30 PM Chief's Corner
  - 3:00 PM – 3:30 PM Portland Fire Fighters Association President
  - 4:00 PM – 5:30 PM PF&R Budget Advisory Committee
  - 7:00 PM – 8:30 PM December 10, 2020 Disaster Policy Council
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▲ **Fri, Dec 11**

- All Day OFF FRIDAYS
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▲ **Mon, Dec 14**

- 8:00 AM – 5:00 PM Clackamas Fire Chief Selection Process
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▲ **Tue, Dec 15**

- 8:00 AM – 9:30 AM Leadership Team
  - 10:00 AM – 12:00 PM Labor-Management Meeting
  - 4:00 PM – 4:30 PM City Bureau Directors Check-in
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▲ **Wed, Dec 16**

- 8:00 AM – 9:30 AM Core Leadership
  - 9:30 AM – 10:30 AM City Council
  - 1:00 PM – 2:30 PM City Attorney
  - 3:00 PM – 3:30 PM Public Safety Work Group - Monthly Executive Committee Meeting
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▲ **Thu, Dec 17**

- 10:00 AM – 10:30 AM Weekly Coordination Calls Commissioner Hardesty, PBEM Director, BOEC Director
  - 4:00 PM – 4:30 PM City Bureau Directors Check-in
  - 4:00 PM – 5:30 PM PF&R Budget Advisory Committee
  - 5:00 PM – 6:00 PM Commissioner Fritz Farewell Virtual Event
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▲ **Fri, Dec 18**

- All Day OFF FRIDAYS
  - 7:30 AM – 8:30 AM Oregon City Police Chief
  - 10:30 AM – 11:00 AM Rose King
  - 11:00 AM – 11:45 AM Station 22 Chief's Visit
  - 4:00 PM – 4:30 PM Mayor's Swearing-in
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▲ **Mon, Dec 21**

- All Day No reportable meetings scheduled
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▲ **Tue, Dec 22**

- 8:00 AM – 9:30 AM Leadership Team
  - 10:30 AM – 11:00 AM Pierce
  - 1:30 PM – 2:15 PM Station 13 Chief's Visit
  - 3:00 PM – 4:00 PM City Budget Office Director
  - 4:00 PM – 4:30 PM City Bureau Directors Check-in
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▲ **Wed, Dec 23**

- 10:00 AM – 10:30 AM Human Resources Director
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▲ **Thu, Dec 24**

- All Day No reportable meetings scheduled
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▲ **Fri, Dec 25**

- 8:00 AM – 5:00 PM HOLIDAY
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▲ **Mon, Dec 28**

- All Day No reportable meetings scheduled
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▲ **Tue, Dec 29**

■ 10:00 AM – 11:00 AM City Attorney

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▲ **Wed, Dec 30**

■ All Day No reportable meetings scheduled

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▲ **Thu, Dec 31**

■ 4:00 PM – 4:30 PM City Bureau Directors Check-in

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