

January 1, 2016

Monday	Tuesday	Wednesday	Thursday	Friday
				New Year's Day Holiday Office Closed

January 4-8, 2016

Monday	Tuesday	Wednesday	Thursday	Friday
<p>Snow day – City offices closed</p> <p>6-6:30 p.m. Disaster Policy Council – Inclement Weather Call</p>	<p>9-10 a.m. Margie Sollinger, Ombudsman</p> <p>11 a.m.-12 p.m. Communications Work Group meeting</p> <p>4-4:30 p.m. Diane Bilyeu, Council/Contracts</p>	<p>9-10 a.m. Constantin Severe, IPR</p> <p>10-11 a.m. Constantin Severe, IPR, and Deborah Scroggin, Management Services</p> <p>3-4 p.m. Management Services staff</p>	<p>9:30-10 a.m. Kathy Sharp, Bureau of Human Resources, Constantin Severe, IPR, and Sarah Landis, Chief Deputy Auditor</p> <p>11 a.m.-12 p.m. Drummond Kahn, Audit Services</p> <p>2-3:30 p.m. Auditor’s Office Budget Advisory Committee: Maurice Rahming, Karyn Gibson, LaFreda Ceaser, Tim Hunt, Casey Bieberich; Jeramy Patton, City Budget Office; Sarah Landis &amp; Deborah Scroggin, Management Services</p>	<p>9-10 a.m. Greg Frank, Hearings Office</p> <p>1:30-2 p.m. Drummond Kahn, Tenzin Choephel &amp; Robert Cowan, Audit Services</p>

MARY HULL CABALLERO, CITY AUDITOR

January 11-15, 2016

Monday	Tuesday	Wednesday	Thursday	Friday
<p>9:30-11:30 a.m. Supervising Deputies</p> <p>1-2 p.m. Sarah Landis, Chief Deputy Auditor</p> <p>3-4 p.m. Tracy Reeve, City Attorney; Betsy Ames &amp; Celia Heron, Office of Management &amp; Finance</p> <p>4-4:30 p.m. Deborah Scroggin, Lobbyist Program</p>	<p>9-10 a.m. Margie Sollinger, Ombudsman</p> <p>11:30 a.m.-12:30 p.m. Julie Ruhlin, OIR Group (by phone); Constantin Severe, IPR</p> <p>1-2 p.m. Commissioner Nick Fish, Sonia Schmanski, Chief of Staff, &amp; Jim Blackwood, Senior Policy Director; Linda Law, City Attorney's Office; Deborah Scroggin, Lobbyist Program</p>	<p>9-10 a.m. Constantin Severe, IPR</p> <p>11-11:30 a.m. Josh Alpert, Mayor's Chief of Staff; Ken Rust, Chief Financial Officer, &amp; Jennifer Cooperman, Treasurer, Bureau of Revenue &amp; Financial Services; Andrew Scott, City Budget Office; Sarah Landis, Chief Deputy Auditor, &amp; Dan Schmidt, Assessments, Finance &amp; Foreclosure</p> <p>12:45-1 p.m. Mayor Charlie Hales &amp; Josh Alpert, Chief of Staff</p> <p>4-4:30 p.m. Heidi Brown, City Attorney's Office; Sarah Landis, Chief Deputy Auditor</p>	<p>9-10 a.m. Greg Frank, Hearings Office</p> <p>10-10:30 a.m. Paul Scarlett, Director, Bureau of Development Services; Sarah Landis, Chief Deputy Auditor</p> <p>11-11:30 a.m. Drummond Kahn &amp; Fiona Earle, Audit Services</p> <p>1:30-2:30 p.m. Margie Sollinger, Ombudsman; Diana Banning, Archives &amp; Records Management</p>	<p>Out of office</p>

MARY HULL CABALLERO, CITY AUDITOR

January 18-22, 2016

Monday	Tuesday	Wednesday	Thursday	Friday
<p>Martin Luther King Jr. Holiday Office Closed</p>	<p>9-10 a.m. Margie Sollinger, Ombudsman</p> <p>10-11 a.m. Sarah Landis, Chief Deputy Auditor</p> <p>1:30-2:30 p.m. Drummond Kahn &amp; Martha Prinz, Audit Services</p>	<p>9-10 a.m. Constantin Severe, IPR</p> <p>10:30-11:30 a.m. Drummond Kahn &amp; Jennifer Scott, Audit Services</p> <p>11:30 a.m.-12 p.m. Jeff Baer &amp; Ida Salazar, Bureau of Technology Services; Brian Brown, Archives &amp; Records Management; Diane Bilyeu, Council Contracts</p> <p>1-1:30 p.m. Dirk VanderHart, <i>Portland Mercury</i></p> <p>2-2:30 p.m. Eric Berry, IPR</p> <p>3-4 p.m. Kathy Sharp &amp; David Rhys, Bureau of Human Resources; Sarah Landis, Chief Deputy Auditor</p>	<p>1-1:30 p.m. Jeremy Patton, City Budget Office; Sarah Landis &amp; Deborah Scroggin, Management Services</p> <p>1:30-3 p.m. Auditor's Office Budget Advisory Committee: Maurice Rahming, LaFreda Ceaser, Tim Hunt, Casey Bieberich; Jeremy Patton, City Budget Office; Sarah Landis &amp; Deborah Scroggin, Management Services</p> <p>4-5 p.m. Angelo Turner &amp; Jim Young, Citizen Review Committee members; Constantin Severe, IPR</p>	<p>8-9 a.m. Greg Frank, Hearings Office</p> <p>9-10 a.m. Drummond Kahn, Audit Services</p> <p>1-1:30 p.m. Commissioner Amanda Fritz &amp; Chief of Staff Tim Crail; Sarah Landis, Chief Deputy Auditor</p> <p>2:30-3 p.m. Constantin Severe &amp; Derek Reinke, IPR</p>

MARY HULL CABALLERO, CITY AUDITOR

January 25-29, 2016

Monday	Tuesday	Wednesday	Thursday	Friday
<p>9:30-10 a.m. Tracy Reeve, City Attorney; Sarah Landis, Chief Deputy Auditor</p> <p>10:30-11 a.m. Helen Jung (via phone), <i>The Oregonian</i>; Drummond Kahn &amp; Kari Guy, Audit Services</p> <p>11-11:30 a.m. Commissioner Dan Saltzman, Brendan Finn, Chief of Staff; Sarah Landis, Chief Deputy Auditor</p> <p>1-2 p.m. Sarah Landis, Chief Deputy Auditor</p> <p>3-4 p.m. Toni Anderson, Karla Moore-Love &amp; Sue Parsons, Council Clerks/Contracts; Sarah Landis, Chief Deputy Auditor</p>	<p>10-10:30 a.m. Sarah Landis &amp; Deborah Scroggin, Management Services</p> <p>11 a.m.-12 p.m. Margie Sollinger, Ombudsman</p> <p>5-7 p.m. Citizen Review Committee meeting</p>	<p>9:30 a.m.-12 p.m. FY 2015 Financial Audit Presentation to City Council; James Lanzarotta, Moss Adams; Drummond Kahn &amp; Fiona Earle, Audit Services</p> <p>12-1:30 p.m. Michael Gennaco &amp; Julie Ruhlin, OIR Group; Constantin Severe, IPR</p> <p>1:30-3:30 p.m. OIR Group community meeting</p> <p>4-5 p.m. Derek Reinke, IPR</p>	<p>7:30-9 a.m. Legislative Breakfast</p> <p>9-10 a.m. Greg Frank, Hearings Office</p> <p>10:30-11:30 a.m. Jeff Baer, Dan Bauer, Ida Salazar &amp; Robert Kiningham, Bureau of Technology Services; Celia Heron, Office of Management &amp; Finance; Brian Brown, Archives &amp; Records Management; Diane Bilyeu, Council Contracts</p> <p>1-2 p.m. Portland Police Bureau New Hire &amp; Promotion Ceremony</p> <p>2-5 p.m. OIR Presentation to City Council; Michael Gennaco &amp; Julie Ruhlin, OIR Group; Constantin Severe, IPR</p>	<p>8:30 a.m.-12 p.m. Advancing Racial Equity: Opportunities for Government training</p> <p>1:30-2 p.m. Eric Johansen &amp; Ken Bartocci, Office of Management &amp; Finance Bureau of Revenue &amp; Financial Services; Sarah Landis, Chief Deputy Auditor</p> <p>2-3 p.m. Constantin Severe, IPR</p>

February 1-5, 2016

Monday	Tuesday	Wednesday	Thursday	Friday
	<p>9-10 a.m. Margie Sollinger, Ombudsman</p> <p>10-10:30 a.m. Gayla Jennings, Ombudsman's Office</p> <p>10:30-11 a.m. Management Services staff</p> <p>11-11:30 a.m. Drummond Kahn &amp; Alexandra Fercak, Audit Services</p> <p>1-1:30 p.m. Kathleen Saadat, Compliance Officer/Community Liaison (COCL)</p> <p>4-4:30 p.m. Drummond Kahn, Alexandra Fercak &amp; Robert Cowan, Audit Services</p>	<p>9-10 a.m. Constantin Severe, IPR</p> <p>2:30-3 p.m. Drummond Kahn, Alexandra Fercak &amp; Robert Cowan, Audit Services</p>	<p>9-10 a.m. Greg Frank, Hearings Office</p> <p>10:30-11 a.m. Drummond Kahn &amp; Jennifer Scott, Audit Services</p> <p>11 a.m.-12 p.m. Drummond Kahn, Audit Services</p> <p>2-2:30 p.m. Deborah Scroggin, Lobbyist Program</p>	<p>9-10 a.m. Commissioner Nick Fish, Sonia Schmanski, Chief of Staff, &amp; Jim Blackwood, Senior Policy Director; Linda Law &amp; Linly Rees, City Attorney's Office; Deborah Scroggin, Lobbyist Program</p> <p>12-1:30 p.m. Auditor's Advisory Council: Jus Singh, Chris Broderick, Karyn "Gibbs" Gibson, Mary McWilliams, &amp; Maurice Rahming; Deborah Scroggin, Management Services</p> <p>2:30-3 p.m. Tracey Le, Bureau of Technology Services; Gayla Jennings, Ombudsman's Office</p>

February 8-12, 2016

Monday	Tuesday	Wednesday	Thursday	Friday
<p>9:30-11:30 a.m. Supervising Deputies</p>		<p>9-10 a.m. Constantin Severe, IPR</p> <p>2-2:30 p.m. Drummond Kahn &amp; Jennifer Scott, Audit Services</p> <p>3:30-4:30 p.m. Margie Sollinger, Ombudsman; Diana Banning, Archives &amp; Records Management; Sarah Landis, Chief Deputy Auditor</p>		<p>Out of Office</p>

February 15-19, 2016

Monday	Tuesday	Wednesday	Thursday	Friday
<p>President's Day Holiday Office Closed</p>	<p>9-10 a.m. Margie Sollinger, Ombudsman</p> <p>11-11:30 a.m. Sarah Landis &amp; Deborah Scroggin, Management Services</p> <p>2-3 p.m. Greg Chaimov, Attorney, Davis Wright Tremaine LLP; Margie Sollinger, Ombudsman</p> <p>3-3:30 p.m. Constantin Severe, IPR; Sarah Landis, Chief Deputy Auditor</p> <p>3:30-4 p.m. Commissioner Steve Novick &amp; Chris Warner, Chief of Staff; Sarah Landis, Chief Deputy Auditor</p>	<p>9-10 a.m. Constantin Severe, IPR</p>	<p>10-11 a.m. Sarah Landis, Chief Deputy Auditor</p> <p>3-4 p.m. Andrew Bryans, Management Services</p>	<p>9-11 a.m. Disaster Policy Council Meeting, Portland Bureau of Emergency Management</p> <p>1-2 p.m. Greg Frank, Hearings Office</p> <p>2-2:30 p.m. Celia Heron, Office of Management &amp; Finance</p> <p>2:30-3:30 p.m. Andrew Bryans, Management Services</p>

February 22-26, 2016

Monday	Tuesday	Wednesday	Thursday	Friday
<p>10-11 a.m. Andrew Bryans, Management Services</p> <p>1:30-2 p.m. FY 2015 Financial Audit Bureau Debrief meeting</p> <p>4-4:30 p.m. Commissioner Nick Fish, Sonia Schmanski, Chief of Staff, &amp; Jim Blackwood, Senior Policy Director; Linda Law, City Attorney's Office; Deborah Scroggin, Lobbyist Program</p>	<p>11:30 a.m.-1 p.m. Ashlee Albies, Attorney, Creighton &amp; Rose</p> <p>3:30-4:30 p.m. Margie Sollinger, Ombudsman</p>	<p>9-10 a.m. Constantin Severe, IPR</p> <p>1-1:30 p.m. Sarah Landis, Chief Deputy Auditor; Deborah Scroggin, Lobbyist Program</p> <p>2-2:30 p.m. Jessi Conner, Student, PSU Public Policy Program</p>	<p>9-10 a.m. Greg Frank, Hearings Office</p> <p>12-1 p.m. Dennis Rosenbaum, Compliance Officer/Community Liaison (COCL)</p> <p>2-3 p.m. Andrew Bryans, Management Services</p> <p>3-4 p.m. Sarah Landis, Chief Deputy Auditor</p> <p>5:30-7:30 p.m. Citizen Review Committee meeting</p>	<p>11 a.m.-12 p.m. Brad Taylor, Office of Neighborhood Involvement</p> <p>2:30-3 p.m. Marco Maciel, Assessments, Finance &amp; Foreclosure; Sarah Landis, Chief Deputy Auditor</p>

February 29-March 4, 2016

Monday	Tuesday	Wednesday	Thursday	Friday
<p>11 a.m.-12 p.m. Drummond Kahn, Kari Guy &amp; Bob MacKay, Audit Services</p> <p>2-3 p.m. Deborah Scroggin, Lobbyist Program</p>	<p>9-10 a.m. Margie Sollinger, Ombudsman</p> <p>11-11:30 a.m. Derek Reinke, IPR</p> <p>1-2 p.m. Commissioner Nick Fish &amp; Sonia Schmanski, Chief of Staff; Sarah Landis, Chief Deputy Auditor</p> <p>3-3:30 p.m. Celia Heron, Office of Management &amp; Finance</p>	<p>9-10 a.m. Constantin Severe, IPR</p> <p>11-11:30 a.m. Constantin Severe, IPR; Sarah Landis &amp; Colleen Phillips, Management Services</p> <p>1:30-2:30 p.m. Drummond Kahn &amp; Janice Richards, Audit Services</p> <p>3-4 p.m. Management Services staff</p>	<p>10-11 a.m. Sarah Landis, Chief Deputy Auditor</p> <p>11 a.m.-12 p.m. Drummond Kahn, Audit Services</p>	<p>9-10 a.m. Greg Frank, Hearings Office</p> <p>1-1:20 p.m. Mayor Charlie Hales &amp; Staff; Andrew Scott &amp; Staff, City Budget Office; Fred Miller, Office of Management and Finance; City Auditor Mary Hull Caballero &amp; Staff</p>

March 7-11, 2016

Monday	Tuesday	Wednesday	Thursday	Friday
<p>8 a.m.-12 p.m. All-staff meeting</p> <p>2-5 p.m. Data visualization training, Stephanie Evergreen, Evergreen Data</p>	<p>9-10 a.m. Margie Sollinger, Ombudsman</p> <p>10:30-11:30 a.m. Julie Ramos &amp; Kristin Malone, Citizen Review Committee members</p> <p>1:30-2:30 p.m. Constantin Severe, IPR</p>	<p>8 a.m.-5 p.m. Audit Services retreat, Kennedy School</p>	<p>9-9:30 a.m. Regina Birch, Bureau of Human Resources; Drummond Kahn, Audit Services; Sarah Landis, Chief Deputy Auditor</p> <p>11 a.m.-12 p.m. Code changes training, Greg Frank, Hearings Office</p> <p>1:30-2:30 p.m. Sarah Landis, Chief Deputy Auditor</p> <p>4-5 p.m. Judy Prosper, City Attorney's Office; Constantin Severe, IPR</p>	<p>8:30-9:30 a.m. Greg Frank, Hearings Office</p> <p>1:30-2 p.m. Sarah Landis &amp; Deborah Scroggin, Management Services</p> <p>2:30-3 p.m. Deanna Wesson-Mitchell, Policy Director for Public Safety, &amp; Nicole Grant, Policy Analyst, Mayor's Office; Sarah Landis, Chief Deputy Auditor</p>

MARY HULL CABALLERO, CITY AUDITOR

March 14-18, 2016

Monday	Tuesday	Wednesday	Thursday	Friday
<p>9:30-11:30 a.m. Supervising Deputies</p>	<p>9 a.m.-12 p.m. Budget Work Session</p> <p>1-1:30 p.m. Drummond Kahn &amp; Kristine Adams-Wannberg, Audit Services</p> <p>2-3 p.m. Drummond Kahn, Audit Services</p> <p>4-5 p.m. Margie Sollinger, Ombudsman</p>	<p>9-10 a.m. Constantin Severe, IPR</p> <p>10:30-11 a.m. Constantin Severe, Casey Bieberich, Derek Reinke &amp; Kelsey Lloyd, IPR; Bob MacKay, Audit Services; Deborah Scroggin, Management Services</p> <p>11 a.m.-12 p.m. Matt Miller, Police Bureau; Sarah Landis, Chief Deputy Auditor</p> <p>2-3:30 p.m. Margie Sollinger &amp; Tony Green, Ombudsman's Office</p>	<p>10-11 a.m. Sarah Landis, Chief Deputy Auditor</p> <p>2-5 p.m. Budget Work Session</p>	<p>8-8:45 a.m. Helen Jung, <i>The Oregonian</i></p> <p>10-11 a.m. Gayla Jennings, Ombudsman's Office</p> <p>11-11:30 a.m. Tenzin Choephel, Audit Services</p>

March 21-25, 2016

Monday	Tuesday	Wednesday	Thursday	Friday
<p>3:30-4:30 p.m. Mark Amberg &amp; Ellen Osoinach, City Attorney's Office</p>	<p>9-10 a.m. Margie Sollinger, Ombudsman</p> <p>10:30-11:15 a.m. Commissioner Amanda Fritz, Tim Crail, Chief of Staff, &amp; Cristina Nieves, Policy Advisor; Deborah Scroggin, Elections Officer</p> <p>1-2 p.m. Dante James, Director, Office of Equity &amp; Human Rights</p>	<p>9-10 a.m. Constantin Severe, IPR</p> <p>4-4:30 p.m. Commissioner Amanda Fritz, Tim Crail, Chief of Staff, &amp; Cristina Nieves, Policy Advisor; Deborah Scroggin, Elections Officer</p>	<p>10:15-11:15 a.m. Kristin Malone &amp; Julie Ramos, Citizen Review Committee members</p>	<p>9-9:15 a.m. Commissioner Nick Fish, Sonia Schmanski, Chief of Staff, &amp; Jim Blackwood, Senior Policy Director; Deborah Scroggin, Lobbyist Program</p> <p>11 a.m.-12 p.m. Andrew Carlstrom, Business Operations Manager, Bureau of Transportation; Deborah Scroggin, Elections Officer</p> <p>2:30-3 p.m. Paige Spence, Policy &amp; Communications Advisor, Commissioner Fish's office</p>

MARY HULL CABALLERO, CITY AUDITOR

March 28-31, 2016

Monday	Tuesday	Wednesday	Thursday	Friday
<p>9-10:30 a.m. Gary Blackmer, former City Auditor</p> <p>11-11:30 a.m. Sarah Landis, Chief Deputy Auditor</p> <p>1:15-1:30 p.m. Commissioner Dan Saltzman &amp; Brendan Finn, Chief of Staff; Deborah Scroggin, Lobbyist Program</p> <p>2:30-3 p.m. Regina Birch, Bureau of Human Resources</p>	<p>9 a.m.-12 p.m. Budget Work Session</p> <p>1-3:30 p.m. Budget Work Session</p> <p>4:15-5 p.m. Mark Amberg, Ellen Osoinach &amp; Judy Prosper, City Attorney's Office; Constantin Severe, IPR</p>	<p>9-10 a.m. Constantin Severe, IPR</p> <p>11 a.m.-12 p.m. Tracey Reeve, City Attorney</p> <p>4-4:30 p.m. Margie Sollinger &amp; Tony Green, Ombudsman's Office</p> <p>5:30-9:30 p.m. Citizen Review Committee Appeal meeting</p>	<p>11 a.m.-12 p.m. Drummond Kahn, Audit Services</p> <p>2-5 p.m. Budget Work Session</p> <p>3-3:30 p.m. Auditor's budget presentation</p>	