

**Bureau of Development Services Director Paul Scarlett's Calendar**

**Week of February 26 - March 4, 2007**

Monday	Tuesday	Wednesday	Thursday	Friday
9:15 - 10:15 ETAP Outreach Planning Meeting	7:45 - 8:30 Habitat for Humanity Outreach	8:30 - 9:15 Assistant to the Director	9:00 - 10:00 LMC Work Group	8:45 - 4:30 Senior Managers Retreat
10:15 - 11:15 Inspections Manager	8:30 - 9:00 LMC Co-Chair	10:00 - 11:00 Inspections Manager	10:00 - 11:00 Professional Development	
2:00 - 2:30 Land Use and Compliance Issues	9:00 - 10:00 Commission Budget Work Session	12:30- 1:00 BTS Director	2:00 - 3:00 Building Official Issues	
3:00 - 4:00 Executive Assistant	10:30 - 11:00 Travel time	1:00 - 2:00 BOMA and Commissioner of Public Safety	3:00- 4:00 Executive Assistant	
	11:00 - Noon FPP Retreat	2:00 - 3:30 BDS Leadership Team	3:30 - 4:00 Special Inspections Staff	
	12:15 - 12:45 Travel time		4:00 - 4:30 Executive Assistant	
	12:45 - 2:00 SEI Outreach			
	3:00 - 4:00 Customer Service Manager			