

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

**Week of September 22 - 28, 2008**

Monday	Tuesday	Wednesday	Thursday	Friday
9:00 – 9:30 Executive Assistant	8:30 – 10:00 Compliance Services Section Meeting	8:00 – 9:00 Doughnuts for Diversity	9:00 – 9:30 Compliance Services Section Manager and staff	11:15 – 11:45 Administrative Service Manager and TRACs Team Manager
11:00 – Noon Administrative Services Manager	10:30 – Noon Senior Managers	9:30 – 10:00 Training and Special Projects Section Meeting	10:00 – 10:30 HR Issue	2:30 – 3:30 HR Issue
		10:00 – 11:00 Residential Inspections Manager	10:30 – 11:00 Commercial Inspections Manager	
		11:00 – 12:30 Executive Assistant	2:30 – 3:00 Land Use Coordination Section Manager	