

Bureau of Development Services Director Paul Scarlett's Calendar

Week of February 9 – 15, 2009

Monday	Tuesday	Wednesday	Thursday	Friday
8:30 – 9:30 Executive Assistant	8:00 – 9:00 Chat with the Director	9:00 – 10:00 P&D Directors & PDC Staff	7:30 – 9:00 Development Review Advisory Committee	Out of the Office
10:00 – 11:00 Site Services Manager	10:30 – 11:00 Senior Managers	10:00 – 10:30 travel time	9:30 – 10:30 BHR and BDS Leadership Team	
11:00 – Noon Administrative Services Manager	Noon – 1:30 BDS, PBOT, & BES Permit Consolidation Staff	10:30 - Noon Permit Consolidation Interagency Team	9:40 – 9:50 Welcome Students	
3:00 – 4:00 Commissioner of Public Safety	2:00 – 2:30 Commercial Inspections Manager	1:30 – 4:00 Citywide Safety Recognition Awards	10:30 – 11:30 Executive Assistant	
	2:30 – 3:00 Floating Structures Staff	4:00- 5:00 Process Management Manager	11:45 – 12:15 Youth Day Greeting	
	3:00 – 4:00 Customer Service Manager		1:00 – 2:30 Permit Consolidation Oversight Committee	
			2:30 – 3:30 Professional Development	
			4:00 – 4:30 Commissioner Leonard's Staff and COPPEA President	