

Bureau of Development Services Director Paul Scarlett's Calendar

Week of April 19 – 25, 2010

Monday	Tuesday	Wednesday	Thursday	Friday
9:00 – 10:00 Executive Assistant	7:30 – 8:45 BEST Awards	9:00 – 9:30 Administrative Services staff	8:00 – 9:00 Kids at Work Day Welcome	Vacation
10:00 – 11:00 Site Services Manager	9:00 – 9:30 Earth Week Celebration Welcome	1:15 – 2:00 Commissioner of Public Safety and Administrative Services Manager	9:30 – 10:00 Senior Managers	
11:00 – Noon Administrative Services Manager	10:30 – Noon Senior Managers	2:00 – 3:30 Leadership Team	10:00 – 10:30 Executive Assistant	
2:30 – 3:00 Small Business Advisory Council and SBAC Liaison	1:00 – 1:30 Plan Review & Permitting Services Manager		11:00 – Noon Commissioner of Public Safety, Plan Review & Permitting Services Manager, and Development Customer	
	1:30 – 2:00 Site Services Manager		2:00 – 2:45 BPS Director	
	2:30 – 3:00 LUS Manager and Permitting Services Manager			