

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

**Week of May 31 – June 6, 2010**

Monday	Tuesday	Wednesday	Thursday	Friday
Holiday	9:00 – 10:00 Executive Assistant	8:30 – 9:30 Administrative Services Manager	10:00 – 11:00 Site Services Manager	10:00- 10:30 Land Use Manager and Permitting Services Manager
	10:30 – Noon Senior Managers	9:30 – 10:30 Administrative Services Manager and BHR Coordinator	11:30 – 1:00 Bureau Directors	10:30 – 11:00 Site Services Manager and Compliance Services/NIT Manager
	1:00 – 2:00 Commissioner of Public Safety	10:30 – 11:00 Administrative Services Manager and Inspection Services Manager	2:00 – 2:45 Building Officials	11:00 – 11:30 Administrative Services staff
	3:00 – 4:00 Industry Outreach	11:00 – 12:45 Land Use Manager, Permitting Services Manager and Development Customer	2:45 – 3:15 BDS Restructuring Lead	
		12:45 – 1:15 Permitting Services	3:15 – 3:45 Executive Assistant	
		2:00 – 3:30 BDS Labor Management Committee		
		3:30 – 5:00 Parks Director & Parks staff, BES Director & BES staff, BPS staff , BDS Principal Planner		