

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

**Week of October 1 – 7, 2012**

Monday	Tuesday	Wednesday	Thursday	Friday
9:30 – 10:00 HR Issue	9:00 – 10:00 HR Issue	10:00 – 10:30 Plan Review & Permitting Services Manager	9:00 – 10:00 Executive Assistant	10:00 – 11:00 Administrative staff, Executive Assistant, BGS coordinator
10:30 – 11:00 DJC Photographer	10:30 – Noon Senior Managers	11:00 – noon Administrative staff, Inspection Services Manager	11:00 – 11:15 TRACs Manager	11:30 – noon Executive Assistant, ICC Conference lead
11:00 – 12:30	1:00 – 2:00 Commissioner of Public Affairs	2:00 – 3:30 Labor Management Committee	11:15 – 11:30 TRACs Manager, Executive Assistant	
2:45 – 3:15 Administrative Services staff, Safety coordinator			11:30 – noon BHR Partner	
			2:00 – 3:00 Principal Planner, Sign staff, Sign Industry	
			3:15 – 3:30 Structural Engineer	
			4:00 – 4:30 Inspection Services Manager	