

Bureau of Development Services Director Paul Scarlett's Calendar

Week of January 28 – February 3, 2013

Monday	Tuesday	Wednesday	Thursday	Friday
9:0 – 10:00 Executive Assistant	9:00 – 10:00 Senior Managers	Vacation	8:30 – 9:00 Labor Management Committee	9:15 – 9:30 Administrative Services Manager
10:00 – 11:00 Principal Planner	10:30 – 11:30 Commissioner of Public Safety	5:30 – 7:00 BDS Career Opportunities Information Session	9:00 – 9:30 Union Business Representative	9:30 – 10:00 Enforcement Program Manager and Customer Service staff
11:00 – 11:30 Plans Review staff	Noon – 1:30 BDS Budget Advisory Committee		10:00 – 11:00 Executive Assistant and BTS staff	10:00 – 11:00 Plan Review & Permitting Services Manager
Noon – 1:00 Safety/Wellness Committee Event	1:30 – 1:45 Administrative Services Manager, Plan Review & Permitting Services Manager, Plan Review Manager		11:00 – 11:30 Executive Assistant	11:00 – noon Executive Assistant
2:00 – 3:00 Administrative Services Manager	2:00 – 2:30 Executive Assistant		11:30 – noon Inspection Services Manager and Residential Inspection Manager	
	3:30 – 4:00 Senior Program Manager		3:00 – 3:30 Employee Departure	