

Bureau of Development Services Director Paul Scarlett's Calendar

Week of May 27 – June 2, 2013

Monday	Tuesday	Wednesday	Thursday	Friday
Holiday	8:30 – 8:45 Commercial Inspections Manager	9:30 – noon City Council	9:00 – 10:20 Administrative Services Manager, BHR Partner, BHR Manager	9:15 – 9:30 Executive Assistant
	9:30 – 10:00 Senior Program Manager	2:00 – 3:00 Leadership Team and Consultants	10:20 – 10:45 Internal Business Services Director, BGS Facilities Operations Manager, OMF Program Manager, BDS Administrative Services Manager	9:30 – 9:45 Executive Assistant and Permitting Services Manager
	10:00 – 10:30 Senior Program Manager and Administrative Services Manager		11:30 – 1:30 Bureau Directors	9:45 – 10:30 Senior Program Manager
	10:30 – 11:30 Executive Assistant		2:30 – 3:15 Employee Departure	11:00 – noon Administrative Services Manager
	11:30 – 11:45 Inspection Services Manager and Enforcement Program Manager			11:30 – 12:30 HR Issue
	11:45 – 12:15 Inspection Services Manager			2:15 – 2:45 Principal Planner
	2:00 – 3:00 Mayor's Office Liaison			