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

Week of January 27 – February 2, 2014				
Monday	Tuesday	Wednesday	Thursday	Friday
8:45 – 9:45 Executive Assistant	8:00 – 8:45 OMF Contractor	8:30 – 1:00 Inspection Division Manager Interviews	8:30 – 10:30 Administrative Services Manager	8:30 – 9:00 Inspection Division Manager Interview (via phone)
10:00 – 11:00 Commissioner of Public Utitilites	9:00 – 10:00 Labor Management Committee		11:00 – noon Portland Emergency Coordination Center Grand Opening	9:00 – 10:00 Executive Assistant
1:30 – 2:00 Chief Technology Officer	10:15 – 10:45 BHR Business Partner		2:00 – 3:00 Principal Planner, Finance Manager, LUS Manager, Tree Project staff	10:00 – 11:00 Plan Review & Permitting Services Manager
2:15 – 3:15 Administrative Services Manager	10:45 – 11:15 Customer Service and Communications Manager		4:30 – 5:00 ACE Mentor Program	11:30 – 1:00 Internal Business Services Director, Administrative Services Manager
	2:00 – 3:00 BDS Labor Management Committee Orientation			2:00 – 2:30 ITAP Manager