

Bureau of Development Services Director Paul Scarlett's Calendar

Week of August 18 - 24, 2014

Monday	Tuesday	Wednesday	Thursday	Friday
8:45 – 9:45 Executive Assistant	8:30 – 9:30 City Attorney	Vacation	9:00 – 10:00 Chief Administrative Officer, Bureau Directors	8:30 – 12:30 Interviews
10:00 – 11:00 Commissioner of Public Utilities	9:30 – 10:00 Principal Planner		10:30 – 11:15 Outreach Partner	2:30 – 3:30 Administrative Services Manager, Finance Manager
11:15 – 12:15 Principal Planner	10:00 – 10:30 Land Use Services section meeting, Customer Service & Communications Manager		11:30 – noon Citywide Equity representatives, Administrative Services Manager	
2:15 – 3:15 Administrative Services Manager	10:30 – noon Senior Managers		2:00 – 2:30 Administrative Services staff	
3:30 – 4:00 ITAP QA Consultants	2:30 – 3:30 Administrative Services Manager and staff, Internal Business Services Director, BGS Facilities Operations Manager,		2:30 – 3:00 Plan Review section meeting, Customer Service & Communications Manager	
	3:30 – 4:00 BHR Business Partner		3:00 – 4:00 Executive Assistant	