

Bureau of Development Services Director Paul Scarlett's Calendar

Week of December 7 - 13, 2015

Monday	Tuesday	Wednesday	Thursday	Friday
9:00 – 10:00 Executive Assistant	7:45 – 8:15 Commercial Section meeting	10:00 – 10:30 Customer Service & Communications Manager	8:30 – 9:00 BDS Employee Budget Drop-in Session	8:30 – 11:30 Inspector Ride-along
10:30 – 11:00 Inspection Services Manager, Administrative Services Manager, Union Representative	9:00 – 10:00 LMC Subcommittee	10:30 – 11:00 ITAP Manager	9:30 – 11:15 Facility Permit Program staff	11:30 – 12:30 Executive Assistant
11:00 – 11:30 Administrative Services Manager, BHR Business Partner, LMC Labor Co-Chair, LMC member	10:00 – 10:30 Contingency Emergency Group	11:00 – 11:30 Plane Review & Permitting Services Manager, Inspections Services Manager, Plan Review Manager, Sr. Code & Policy Analyst	11:45 – 12:15 HR Issue	12:45 – 1:05 ITAP Manager
2:00 – 2:30 Facility Permit/FIR Manager, Sr. Structural Engineer, Sr. Code & Policy Analyst	10:30 – noon Senior Managers	11:30 – noon Equity & Policy Manager, Administrative Services Manager, Equity Committee members	1:30 – 2:30 Planning & Sustainability Director	2:00 – 2:30 Administrative Services Manager, Finance Manager, Administrative Services staff
	1:30 – 1:45 BDS Employee Budget Drop-in Session	2:00 – 2:30 Inspection Services Manager, Plan Review & Permitting Services Manager, Code & Policy Analyst	3:00 – 3:30 Administrative Services Manager & staff	2:30 – 3:00 Equity & Policy Manager
	3:00 – 4:30 OMF Advisory Committee	2:30 – 3:00 Inspection Services Manager	3:30 – 4:00 Administrative Services Manager	
		3:00 – 4:00 Equity & Policy Manager	5:15 – 5:45 Plan Review & Permitting Services Manager	