Bureau of Development Services Director Paul Scarlett's Calendar

Week of February 15 – 21, 2016

Monday	Tuesday	Wednesday	Thursday	Friday
Holiday	9:00 – 10:00 Administrative Services Manager, Finance Manager, CBO Financial Analyst, Commissioner of Public Affairs Liaison	8:30 – 9:30 ITAP City Executives, ITAP Vendor Executives	8:00 – 10:00 Development Review Advisory Committee	9:00 – 11:00 Disaster Policy Council
	10:00 – 11:30 Leadership Team	10:00 – 11:00 Principal Planner	10:00 – 10:15 Chief Technology Officer	11:30 – noon Customer Service & Communications Manager
	Noon – 12:20 HR Issue	3:00 – 4:00 Equity & Policy Manager	10:30 – 10:45 Inspection Services Manager, Plan Review Manager, Sr. Code and Policy Analyst	2:30 – 3:00 Parks & Recreation Director (via phone)
	2:00 – 3:00 Executive Assistant		1:30 – 2:00 Equity & Policy Manager, Administrative Services Manager, Equity Chair	
	3:00 – 3:30 ITAP Manager		2:00 – 2:45 Executive Assistant	
			2:45 – 3:00 Development Services Technicians	