

Bureau of Development Services Director Paul Scarlett's Calendar

Week of August 22 - 28, 2016

Monday	Tuesday	Wednesday	Thursday	Friday
8:30 – 9:30 Equity in Motion	9:00 – 9:15 Plan Review & Permitting Services Manager, Finance Manager	9:00 – 10:00 Executive Assistant	2:00 – 3:00 Employee Appreciation Event	8:30 – 9:00 Chief Technology Officer, ITAP Manager
10:00 – 11:00 Executive Assistant	9:15 – 10:00 Plan Review & Permitting Services Manager	10:00 – 11:00 Equity Workplan Drop-in Session	3:15 – 3:30 Public Information & Enforcement Services Manager, Finance Manager	9:00 – 10:00 LMC Subcommittee
11:30 – noon BDS Emergency Management Coordinator	10:30 – noon Senior Manager	11:15 – 11:30 Equity & Policy Manager, Finance Manager	3:30 – 4:00 Public Information & Enforcement Services Manager	10:15 – 10:40 Commissioner of Public Affairs
1:30 – 2:30 Facilities Staff, BDS Facilities Coordinator	3:00 – 3:30 ITAP Manager	11:30 – noon Equity & Policy Manager		10:40 – 11:00 Commissioner of Public Affairs, Equity & Policy Manager
2:45 – 3:00 Employee Departure	3:30 – 3:45 ITAP Manager, Finance Manager	2:00 – 2:45 Inspection Services Manager		11:25 – 11:30 Land Use Services Manager, New Employee
3:00 – 3:30 Finance Manager	4:45 – 5:00 Neighborhood Inspections Manager	2:45 – 3:00 Inspection Services Manager, Finance Manager		11:30 – noon Business Operations & Finance Services Manager, Finance Manager
		3:30 – 4:00 Plan Review & Permitting Services Manager, Process Manager, Commissioner of Public Affairs Liaison, Principal Planner, Land Use Services Manager, Development Customer		12:30 – 1:00 Land Use Services Manager and staff, BPS staff