

Subject: Scarlett, Paul Calendar
Attachments: Scarlett Paul Calendar.ics

Scarlett, Paul Calendar

Paul.Scarlett@portlandoregon.gov

Monday, September 12, 2016 – Sunday, September 18, 2016

Time zone: (UTC-08:00) Pacific Time (US & Canada)

(Adjusted for Daylight Saving Time)

September 2016

Su Mo Tu We Th Fr Sa

				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Busy Tentative Free
 Out of Office Working Elsewhere Outside of Working Hours

September 2016

▲ **Mon, Sep 12**

- Before 8:00 AM** **Free**
- 2:00 PM – 2:30 PM** [Leanne Torgerson \(Executive Assistant\)](#)
Paul's Office
Torgerson, Leanne
- 2:30 PM – 2:45 PM** [Deborah Sievert Morris \(Business Operations & Finance Services Manager\)](#),
[Rafael Colon \(Communications Training Consultant\) via phone](#)
Director's Conf. Room
Torgerson, Leanne
- 2:45 PM – 3:00 PM** **Free**
- 3:00 PM – 3:30 PM** [Deborah Sievert Morris \(Business Operations & Finance Services Manager\)](#)
Paul's Office
Torgerson, Leanne
- 3:30 PM – 4:00 PM** [Deborah Sievert Morris \(Business Operations & Finance Services Manager\)](#),
[Mark Fetters \(Business Operations staff\)](#),
[Elshad Hajiyev \(Finance Services Manager\)](#)

[re: BAC and Budget](#)

■ 4:00 PM – 5:00 PM [Reserved](#)

□ **After 5:00 PM Free**

▲ **Tue, Sep 13**

□ **Before 8:00 AM Free**

■ 8:30 AM – 9:00 AM [Rebecca Sponsel \(ITAP Manager\)](#)

Paul's Office
Torgerson, Leanne

■ 9:00 AM – 10:00 AM [Rebecca Esau \(Principal Planner\)](#)

Paul's Office
Torgerson, Leanne

■ 10:30 AM – 12:00 PM [2016 Senior Managers Meeting](#)

Director's Conf. Room
Torgerson, Leanne

■ 2:00 PM – 3:00 PM [BDS/Metro to meet re: Convention Center Hotel next steps in Design Review Process](#)

1900 SW 4th Ave - 5th floor
Torgerson, Leanne

■ 3:30 PM – 4:30 PM [OMF Advisory Committee - September Meeting](#)

City Hall - LoveJoy Room
Massenburg, Julian

□ **After 8:00 PM Free**

▲ **Wed, Sep 14**

□ **Before 8:00 AM Free**

■ 8:30 AM – 9:30 AM [ITAP Executive Steering Committee](#)

Directors Conference Room
Sponsel, Rebecca

■ 9:30 AM – 11:30 AM [Jeff Donnelly \(Facility Permit Plan Inspector\) ride-along](#)

In the Field (meet at Paul's Office)
Torgerson, Leanne

■ 1:00 PM – 1:30 PM [Mike Liefeld \(Enforcement Program Manager\)](#)

■ 2:00 PM – 2:30 PM [Andy Peterson \(Plan Review & Permitting Services Manager\), Rebecca Sponsel \(ITAP Manager\).](#)

Paul's Office
Torgerson, Leanne

■ 2:30 PM – 3:00 PM [Connie Jones re: Plans Examiner and Union duties](#)

Paul's Office
Torgerson, Leanne

■ 3:00 PM – 3:30 PM [Dora Perry \(Equity & Policy Manager\)](#)

Paul's office
Torgerson, Leanne

■ 4:15 PM – 4:45 PM [Colleen Poole and Diane Parke re: Fun & Events Committee](#)

□ **After 5:00 PM Free**

▲ **Thu, Sep 15**

□ **Before 8:00 AM Free**

■ 8:00 AM – 10:00 AM [Development Review Advisory Committee](#)
1900 Building, 2nd floor, Room 2500B
Fetters, Mark

■ 10:00 AM – 10:30 AM
[Fire Drill](#)

■ 10:30 AM – 11:00 AM [Dora Perry \(Equity & Policy Manager\), BDS Equity Committee members re: Brief Director on BEC](#)
Director's Conf. Room
Torgerson, Leanne

■ 11:00 AM – 11:30 AM [Susan Anderson \(Planning & Sustainability Director\) monthly check-in](#)
Paul's conference room, 5th floor
Anderson, Susan

■ 11:30 AM – 12:00 PM
[HR Issue](#)
Director's Conf. Room
Torgerson, Leanne

■ 2:00 PM – 2:30 PM [Mitch Nickolds \(Inspection Services Manager\)](#)
Paul's Office
Torgerson, Leanne

■ 2:30 PM – 3:00 PM [Kathy Roth \(BDS Emergency Coordinator\), Floor Wardens re: Fire Drill debrief](#)
2500B
Torgerson, Leanne

■ 3:00 PM – 3:30 PM [Leanne Torgerson \(Executive Assistant\)](#)
Paul's Office
Torgerson, Leanne

■ 3:30 PM – 4:30 PM [Andy Peterson \(Plan Review & Permitting Services Manager\), Kara Fioravanti \(Land Use Services Manager\), Jeff Pickhardt \(Development Customer\) re: Energy Code Requirements](#)
1900 SW 4th Avenue - 5th floor - Director's Conf. Room
Torgerson, Leanne

□ **After 8:00 PM Free**

▲ **Fri, Sep 16**

<input type="checkbox"/>	Before 8:00 AM	Free
<input checked="" type="checkbox"/>	8:45 AM – 9:00 AM	Terry Whitehill (Plan Review Manager) to introduce 3 new employees Paul's Office Torgerson, Leanne
<input checked="" type="checkbox"/>	9:00 AM – 9:30 AM	Ross Caron (Public Information & Enforcement Services Manager) Paul's office Torgerson, Leanne
<input checked="" type="checkbox"/>	9:45 AM – 10:00 AM	Rebecca Esau (Principal Planner) re: contract language and Morris Marks house move Paul's Office Torgerson, Leanne
<input checked="" type="checkbox"/>	11:00 AM – 11:30 AM	Leanne Torgerson (Executive Assistant), Oretha Storey (Labor Management Committee staff), Kathy Robertson (Labor Management Committee staff) re: Labor Management Committee Director's Conf. Room Torgerson, Leanne
<input checked="" type="checkbox"/>	11:30 AM – 12:00 PM	travel
<input checked="" type="checkbox"/>	12:00 PM – 1:30 PM	September 16, 2016 Business Diversity Institute (BDI) Minority Enterprise Development (Med) Week Luncheon Hilton Hotel 921 SW 6th Ave, Portland OR 97204 Penson, Tiffani
<input type="checkbox"/>	After 5:00 PM	Free
