

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

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**Scarlett, Paul Calendar**

Paul.Scarlett@portlandoregon.gov

Monday, September 26, 2016 – Sunday, October 02, 2016

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

(Adjusted for Daylight Saving Time)

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**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	<a href="#">26</a>	<a href="#">27</a>	<a href="#">28</a>	<a href="#">29</a>	<a href="#">30</a>	

**October 2016**

Su	Mo	Tu	We	Th	Fr	Sa
						<a href="#">1</a>
<a href="#">2</a>	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	31					

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

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**September 2016**

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▲ **Mon, Sep 26**

- Before 8:00 AM** Free
- 8:30 AM – 9:30 AM [BDS New Employee Welcome/Orientation - Speaker Invite](#)  
2500A  
Storey, Oretha
- 11:00 AM – 11:20 AM [Commissioner Dan Saltzman](#)  
AM Saltzman, Dan
- 11:20 AM – 11:40 AM [Mike Liefeld \(Enforcement Program Manager\) to join Paul and Dan's one on one](#)  
AM Commissioner Saltzman's Office 131/230  
Torgerson, Leanne
- 11:40 AM – 12:00 PM [Rebecca Sponsel \(ITAP Manager\) to join Paul and Dan's one on one](#)  
Commissioner Saltzman's Office 131/230  
Torgerson, Leanne
- 2:00 PM – 3:00 PM [Deborah Sievert Morris \(Business Operations & Finance Services Manager\), Katie Salazar \(BDS Facilities Coordinator\),](#)

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▲ **Tue, Sep 27**

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Torgerson, Leanne

**After 8:00 PM Free**

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▲ **Wed, Sep 28**

**Before 8:00 AM Free**

11:00 AM – 11:30 AM HR Issue  
Paul's office  
Torgerson, Leanne

2:00 PM – 3:00 PM [Mitch Nickolds \(Inspection Services Manager\)](#)  
Paul's Office  
Torgerson, Leanne

3:00 PM – 3:30 PM [Dora Perry \(Equity & Policy Manager\)](#)  
Paul's office  
Torgerson, Leanne

3:30 PM – 4:00 PM [Rebecca Sponsel and Infor](#)  
Director's Conf. Room  
Torgerson, Leanne

4:00 PM – 4:30 PM [Ross Caron \(Public Information & Enforcement Services Manager\)](#)  
Paul's office  
Torgerson, Leanne

**After 5:00 PM Free**

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▲ **Thu, Sep 29**

**Before 8:00 AM Free**

8:45 AM – 9:00 AM [Cindy Meyer \(Commercial Inspections Manager\) to introduce new employee](#)  
Paul's Office  
Torgerson, Leanne

9:00 AM – 10:00 AM [Leanne Torgerson \(Executive Assistant\)](#)  
Paul's Office  
Torgerson, Leanne

10:30 AM – 12:30 PM [Mark Long \(State of Oregon Building Codes Division Administrator\) Quarterly Update](#)  
Portland/Paul's office  
LONG Mark \* DCBS

2:00 PM – 3:00 PM [ITAP External Assessment Interview](#)  
Paul Scarlett's Conference Room, 1900 SW  
4th, 5th Floor  
Aldassy, Tylene

**After 8:00 PM Free**

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▲ **Fri, Sep 30**

**All Day [Vacation](#)**

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## Details

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### Monday, September 26, 2016

▲ **Time** 8:30 AM – 9:30 AM

**Subject** BDS New Employee Welcome/Orientation - Speaker Invite

**Location** 2500A

**Show** Busy

**Time As**

Hello,

You are invited to present at the BDS New Employee Welcome/Orientation

The draft agenda is attached for your review. As you will notice you have been placed on the agenda to speak about your team or committee. We have about 5 minutes of speaking time allotted for each presenter. Here are the suggested focal points:

Monday, September 26, 2016  
Room 2500A (second floor)  
8:30 a.m. – 9:30 a.m.

If you are speaking about your Team/Division

- \* Your Name
- \* Your Job / How long you have been at BDS
- \* Your Team

If you are speaking about your Committee

- \* How long have you been on this committee?
- \* What is the main purpose of your committee?
- \* When does your committee meet?
- \* How do people express interest in your committee, or learn more?
- \* What is something that you would really like new hires to know about your committee?

If you will not be available to present and would like for someone else to present in your absence, please let me know as soon as you can. In the meantime, if I can answer any questions for you or be of assistance, please let me know.

I look forward to seeing you there!

Oretha Storey  
Sr. Admin Specialist  
Budget & Finance  
X35764

<b>Attendees</b>	<b>Name &lt;E-mail&gt;</b>	<b>Attendance</b>
	Storey, Oretha <Oretha.Storey@portlandoregon.gov>	Organizer
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
	Morris, Deborah Sievert <Deborah.SievertMorris@portlandoregon.gov>	Required
	Perry, Dora <Dora.Perry@portlandoregon.gov>	Required
	Sharp, Kathy <Kathy.Sharp@portlandoregon.gov>	Required
	Whiteside, Rachel <Rachel.Whiteside@portlandoregon.gov>	Required
	Wolley, Greg <Greg.Wolley@portlandoregon.gov>	Required
	Poole, Colleen <Colleen.Poole@portlandoregon.gov>	Optional

▲ **Time** 11:00 AM – 11:20 PM

**Subject** BDS DIRECTOR PAUL SCARLETT CHECK-IN 2016 c-leanne x-7937 MG

**Recurrence** Occurs every 2 week(s) on Monday effective 9/26/2016 until 9/26/2016 from 11:00 AM to 12:00 PM

**Show Time** Busy

**As**

<b>Attendees</b>	<b>Name &lt;E-mail&gt;</b>	<b>Attendance</b>
	Saltzman, Dan <Dan.Saltzman@portlandoregon.gov>	Organizer
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
	Grumm, Matt <Matt.Grumm@portlandoregon.gov>	Required
	Finn, Brendan <Brendan.Finn@portlandoregon.gov>	Required

▲ **Time** 11:20 AM – 11:40 AM

**Subject** Mike Liefeld to join Paul and Dan's one on one

**Location** Commissioner Saltzman's Office 131/230

**Show Time** Busy

**As**

Mike – Please plan on join Paul at his one on one with Dan for 20 minutes on 9/26/16 from 11:20 to 11:40.

Thanks,  
Leanne  
X37937

<b>Attendees</b>	<b>Name &lt;E-mail&gt;</b>	<b>Attendance</b>
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
	Liefeld, Michael <Michael.Liefeld@portlandoregon.gov>	Required
	Grumm, Matt <Matt.Grumm@portlandoregon.gov>	Required

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▲ **Time** 11:40 AM – 12:00 PM

**Subject** Rebecca S. to join Paul and Dan's one on one

**Location** Commissioner Saltzman's Office 131/230

**Show Time** Busy

**As**

Rebecca – Please plan on join Paul at his one on one with Dan for 20 minutes on 9/26/16 from 11:40 to 12:00.

Thanks,  
Leanne  
X37937

<b>Attendees</b>	<b>Name &lt;E-mail&gt;</b>	<b>Attendance</b>
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
	Sponsel, Rebecca <Rebecca.Sponsel@portlandoregon.gov>	Required
	Grumm, Matt <Matt.Grumm@portlandoregon.gov>	Required

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▲ **Time** 2:00 PM – 3:00 PM  
**Subject** Paul, Deborah, Katie, Randi re: CH2M, 2500 and 2nd floor remodel  
**Location** 1900 Building - 5th floor - Director's Conf. Room  
**Show** Busy

**Time As**

<b>Attendees</b>	<b>Name &lt;E-mail&gt;</b>	<b>Attendance</b>
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
	Morris, Deborah Sievert <Deborah.SievertMorris@portlandoregon.gov>	Required
	Salazar, Katie <Katie.Salazar@portlandoregon.gov>	Required
	Selleck, Randi <Randi.Selleck@portlandoregon.gov>	Required

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▲ **Time** 3:00 PM – 3:30 PM  
**Subject** Paul and Deborah one on one  
**Location** Paul's Office  
**Show** Busy

**Time As**

<b>Attendees</b>	<b>Name &lt;E-mail&gt;</b>	<b>Attendance</b>
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
	Morris, Deborah Sievert <Deborah.SievertMorris@portlandoregon.gov>	Required
	Appleyard, Richard <Richard.Appleyard@portlandoregon.gov>	Optional

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▲ **Time** 4:00 PM – 4:30 PM  
**Subject** Paul/Jeff Check-in  
**Location** Jeff's Office  
**Show Time** Busy  
**As**

<b>Attendees</b>	<b>Name &lt;E-mail&gt;</b>	<b>Attendance</b>
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Baer, Jeff  
<Jeff.Baer@portlandoregon.gov> Organizer

Scarlett, Paul  
<Paul.Scarlett@portlandoregon.gov> Required

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▲ **Time** 4:35 PM – 6:35 PM  
**Subject** TOC meeting - March-December 2016  
**Location** Portland Building (1120 SW 5th Ave), 4th floor, Bubble Conference Room  
**Show Time** Busy  
**As**  
**Attendees**

Name <E-mail>	Attendance
Clodius, Jen <Jen.Clodius@portlandoregon.gov>	Organizer

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### Tuesday, September 27, 2016

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▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Paul, Deborah, Rafael via phone  
**Location** Paul to call Rafael at 360.459.7228  
**Show** Busy  
**Time As**  
This phone conference is to strategize the upcoming continued Communication Training for the BDS Leadership Team on 10/4/16.

Best,  
Leanne  
503-823-7937

Attendees Name <E-mail>	Attendance
Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
Morris, Deborah Sievert <Deborah.SievertMorris@portlandoregon.gov>	Required
Rafael Colon (rafaelcolon@comcast.net) <rafaelcolon@comcast.net>	Required

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▲ **Time** 9:00 AM – 9:30 AM  
**Subject** Paul and Rebecca E. one on one  
**Location** Paul's Office



**Show Time** Busy

**As**

Just updating today's meeting time.

Leanne  
X37937

<b>Attendees</b>	<b>Name &lt;E-mail&gt;</b>	<b>Attendance</b>
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required

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▲ **Time** 9:35 AM – 10:05 AM

**Subject** Paul, Deborah, Rebecca S. re: ITAP Council Presentation

**Location** Director's Conf. Room

**Importance** High

**Show Time** Busy

**As**

<b>Attendees</b>	<b>Name &lt;E-mail&gt;</b>	<b>Attendance</b>
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
	Morris, Deborah Sievert <Deborah.SievertMorris@portlandoregon.gov>	Required
	Sponsel, Rebecca <Rebecca.Sponsel@portlandoregon.gov>	Required

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▲ **Time** 10:30 AM – 12:00 PM

**Subject** 2016 Senior Managers Meeting

**Location** Director's Conf. Room

**Recurrence** Occurs every Tuesday effective 9/27/2016 until 9/27/2016  
from 10:30 AM to 12:00 PM

**Show Time** Busy

**As**

Please accept this meeting series to get the 2016 Senior  
Managers meetings on your calendar.

Thanks,  
Leanne

X37937

<b>Attendees</b>	<b>Name &lt;E-mail&gt;</b>	<b>Attendance</b>
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	BDS Division Managers <BDSManagers@portlandoregon.gov>	Required
	Sponsel, Rebecca <Rebecca.Sponsel@portlandoregon.gov>	Required
	Morris, Deborah Sievert <Deborah.SievertMorris@portlandoregon.gov>	Optional
	Caron, Ross <Ross.Caron@portlandoregon.gov>	Optional
	Nickolds, Mitch <Mitch.Nickolds@portlandoregon.gov>	Optional
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Optional
	Perry, Dora <Dora.Perry@portlandoregon.gov>	Optional
	Peterson, Andy <Andy.Peterson@portlandoregon.gov>	Optional
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Optional

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▲ **Time** 1:00 PM – 2:00 PM

**Subject** Executive Equity Committee - Quarterly Meeting

**Location** Lovejoy Room - City Hall

**Show** Busy

**Time As**

<b>Attendees</b>	<b>Name &lt;E-mail&gt;</b>	<b>Attendance</b>
	Sao, Piset <Piset.Sao@portlandoregon.gov>	Organizer
	Abbate, Mike <Mike.Abbate@portlandoregon.gov>	Required
	Alarcon Morris, Amalia <Amalia.AlarconMorris@portlandoregon.gov>	Required
	Ames, Betsy <Betsy.Ames@portlandoregon.gov>	Required

Anderson, Susan <Susan.Anderson@portlandoregon.gov>	Required
Baer, Jeff <Jeff.Baer@portlandoregon.gov>	Required
Braaten, Jane <Jane.Braaten@portlandoregon.gov>	Required
Cooperman, Jennifer <Jennifer.Cooperman@portlandoregon.gov>	Required
Enge, Bryant <Bryant.Engel@portlandoregon.gov>	Required
Hull Caballero, Mary <Mary.HullCaballero@portlandoregon.gov>	Required
Hutchison, Sam <Sam.Hutchison@portlandoregon.gov>	Required
James, Dante <Dante.James@portlandoregon.gov>	Required
Janssens, Erin <Erin.Janssens@portlandoregon.gov>	Required
Kanwit, Anna <Anna.Kanwit@portlandoregon.gov>	Required
Landis, Sarah <Sarah.Landis@portlandoregon.gov>	Required
Lannom, Thomas <Thomas.Lannom@portlandoregon.gov>	Required
Creager, Kurt <Kurt.Creager@portlandoregon.gov>	Required
Jordan, Michael <Mike.Jordan@portlandoregon.gov>	Required
Merlo, Carmen <Carmen.Merlo@portlandoregon.gov>	Required
Miller, Fred <Fred.Miller@portlandoregon.gov>	Required

Pellegrino, Martha <Martha.Pellegrino@portlandoregon.gov>	Required
Quinton, Patrick <QuintonP@pdc.us>	Required
Henderson, Donna <Donna.Henderson@portlandoregon.gov>	Required
Reeve, Tracy <Tracy.Reeve@portlandoregon.gov>	Required
Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
Scott, Andrew <Andrew.Scott@portlandoregon.gov>	Required
Shaff, David <David.Shaff@portlandoregon.gov>	Required
Treat, Leah <Leah.Treat@portlandoregon.gov>	Required
Turley, Lisa <Lisa.Turley@portlandoregon.gov>	Required
Bizeau, Tom <Tom.Bizeau@portlandoregon.gov>	Required
Blackwood, Jim <Jim.Blackwood@portlandoregon.gov>	Required
Crail, Tim <Tim.Crail@portlandoregon.gov>	Required
Finn, Brendan <Brendan.Finn@portlandoregon.gov>	Required
Schmanski, Sonia <Sonia.Schmanski@portlandoregon.gov>	Required
Alpert, Josh <Josh.Alpert@portlandoregon.gov>	Required
Warner, Chris <Chris.Warner@portlandoregon.gov>	Required
Mowry, Judith <Judith.Mowry@portlandoregon.gov>	Required

Curren, Ryan <Ryan.Curren@portlandoregon.gov>	Required
Bessee, Dominique <Dominique.Bessee@portlandoregon.gov>	Optional
Bristol, Elonda <Elonda.Bristol@portlandoregon.gov>	Optional
Clayton, Letimya <Letimya.Clayton@portlandoregon.gov>	Optional
Harris, Tawnya <Tawnya.Harris@portlandoregon.gov>	Optional
Miner, Peggy <Peggy.Miner@portlandoregon.gov>	Optional
Ocken, Julie <Julie.Ocken@portlandoregon.gov>	Optional
Sorensen, Karen <Karen.Sorensen@portlandoregon.gov>	Optional
Stringfield, Sierra <Sierra.Stringfield@portlandoregon.gov>	Optional
Tuttle, Amy <Amy.Tuttle@portlandoregon.gov>	Optional
Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Optional
Wiedrick, Gina 7/21/16 <WiedrickG@pdc.us>	Optional
Wolf, Sharon <Sharon.Wolf@portlandoregon.gov>	Optional
Brewster, Stacy <Stacy.Brewster@portlandoregon.gov>	Optional
Martinez, Jenny <Jenny.Martinez@portlandoregon.gov>	Optional
Elmore, DeVinci <DeVinci.Elmore@portlandoregon.gov>	Optional

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▲ **Time** 2:00 PM – 3:00 PM  
**Subject** Paul and Leanne one on one  
**Location** Paul's Office  
**Show Time** Busy  
**As**  
**Attendees**

Name <E-mail>	Attendance
Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
Poole, Colleen <Colleen.Poole@portlandoregon.gov>	Required

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▲ **Time** 3:00 PM – 3:30 PM  
**Subject** Paul and Rebecca S one on one  
**Location** Paul's Office  
**Recurrence** Occurs every Tuesday effective 9/27/2016 until 9/27/2016 from 3:00 PM to 3:30 PM  
**Show Time** Busy  
**As**  
New series starting 3/31/15 – Tuesdays at 3:00 to 3:30.  
**Attendees**

Name <E-mail>	Attendance
Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
Sponsel, Rebecca <Rebecca.Sponsel@portlandoregon.gov>	Required

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▲ **Time** 2:00 PM – 3:00 PM  
**Subject** Paul and Mitch one on one  
**Location** Paul's Office  
**Recurrence** Occurs the fourth Wednesday of every 1 month(s) effective 9/28/2016 until 9/28/2016 from 2:00 PM to 3:00 PM  
**Show Time** Busy  
**As**  
When: Occurs the fourth Wednesday of every 1 month effective 6/25/2014 from 2:00 PM to 3:00 PM (UTC-08:00) Pacific Time (US & Canada).  
Where: Paul's Office

Note: The GMT offset above does not reflect daylight saving time adjustments.

\*~\*~\*~\*~\*~\*~\*~\*~\*~\*

Please accept this meeting series for the 4th Wed. one on one with Paul.

<b>Attendees</b>	<b>Name &lt;E-mail&gt;</b>	<b>Attendance</b>
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
	Nickolds, Mitch <Mitch.Nickolds@portlandoregon.gov>	Required

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<b>Time</b>	3:00 PM – 3:30 PM	
<b>Subject</b>	Paul and Dora one on one	
<b>Location</b>	Paul's office	
<b>Show Time</b>	Busy	
<b>As</b>	Shortening the 9/28/16 one on one due to a calendar conflict.	
<b>Attendees</b>	<b>Name &lt;E-mail&gt;</b>	<b>Attendance</b>
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
	Perry, Dora <Dora.Perry@portlandoregon.gov>	Required

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<b>Time</b>	3:30 PM – 4:00 PM	
<b>Subject</b>	Paul, Rebecca S., and Infor	
<b>Location</b>	Director's Conf. Room	
<b>Show Time</b>	Busy	
<b>As</b>		
<b>Attendees</b>	<b>Name &lt;E-mail&gt;</b>	<b>Attendance</b>
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required

Sponsel, Rebecca  
<Rebecca.Sponsel@portlandoregon.gov> Required

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▲ **Time** 4:00 PM – 4:30 PM  
**Subject** Paul and Ross one on one  
**Location** Paul's office  
**Show Time** Busy  
**As**  
Updating due to a calendar conflict.

<b>Attendees</b>	<b>Name &lt;E-mail&gt;</b>	<b>Attendance</b>
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
	Caron, Ross <Ross.Caron@portlandoregon.gov>	Required

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#### Thursday, September 29, 2016

▲ **Time** 8:45 AM – 9:00 AM  
**Subject** Paul, Cindy to introduce new employee  
**Location** Paul's Office  
**Show Time** Busy  
**As**

<b>Attendees</b>	<b>Name &lt;E-mail&gt;</b>	<b>Attendance</b>
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
	Meyer, Cindy <Cindy.Meyer@portlandoregon.gov>	Required

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▲ **Time** 9:00 AM – 10:00 AM  
**Subject** Paul and Leanne one on one  
**Location** Paul's Office  
**Recurrence** Occurs every Thursday effective 9/29/2016 until 9/29/2016 from 9:00 AM to 10:00 AM  
**Show Time** Busy  
**As**

<b>Attendees</b>	<b>Name &lt;E-mail&gt;</b>	<b>Attendance</b>
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer



Scarlett, Paul  
<Paul.Scarlett@portlandoregon.gov> Required

Poole, Colleen  
<Colleen.Poole@portlandoregon.gov> Required

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▲ **Time** 10:30 AM – 12:30 PM  
**Subject** Paul Scarlett and Mark Long | Quarterly Update  
**Location** Portland/Paul's office  
**Show Time** Busy

**As**

Portland contact:  
Leanne – 503.823.7937  
BCD contact:  
Linda – 503.378.4130  
Leanne,  
Thanks for your help getting this scheduled. If  
something comes up let me know.  
Linda

<b>Attendees</b>	<b>Name &lt;E-mail&gt;</b>	<b>Attendance</b>
	LONG Mark * DCBS <Mark.Long@oregon.gov>	Organizer
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required

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▲ **Time** 2:00 PM – 3:00 PM  
**Subject** ITAP External Assessment Interview  
**Location** Paul Scarlett's Conference Room, 1900 SW 4th, 5th  
Floor  
**Show Time** Busy

**As**

<b>Attendees</b>	<b>Name &lt;E-mail&gt;</b>	<b>Attendance</b>
	Aldassy, Tylene <Tylene.Aldassy@portlandoregon.gov>	Organizer
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
	Lisa Yeo <lyeo@viellc.com>	Required
	Lloyd Lowry <Llowry@viellc.com>	Required
	Manoj Garg <mgarg@viellc.com>	Required

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**Friday, September 30, 2016**

▲ **Time** All Day

**Subject** Vacation

**Show Time** Out of Office

**As**