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## Scarlett, Paul Calendar

Monday, November 14, 2016 – Sunday, November 20, 2016

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### November 2016

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	<a href="#">14</a>	<a href="#">15</a>	<a href="#">16</a>	<a href="#">17</a>	<a href="#">18</a>	<a href="#">19</a>
<a href="#">20</a>	21	22	23	24	25	26
27	28	29	30			

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### November 2016

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#### ▲ Mon, Nov 14

- 8:30 AM – 9:30 AM [Equity in Motion](#)
- 10:00 AM – 12:00 PM [BDS and CSDC Meeting](#) re: ITAP  
2020 SW 4th Ave, Suite 190, BDS CH2M  
Conf 8 (25)  
Torgerson, Leanne
- 2:00 PM – 2:30 PM [HR Issue](#)  
Paul's office  
Torgerson, Leanne
- 2:30 PM – 3:15 PM [Deborah Sievert Morris \(Business Operations & Finance Manager\) one on one](#)  
Paul's Office  
Torgerson, Leanne
- 3:30 PM – 4:30 PM [Andy Peterson \(Plan Review & Permitting Services Manager\) one on one](#)  
Paul's Office  
Torgerson, Leanne

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#### ▲ Tue, Nov 15

- 8:30 AM – 11:30 AM [Continued BDS Leadership Team Trust & Communication Training](#)  
CH2M Center, 2020 SW 4th, BDS Lincoln  
Room (Across from Hye's Deli)  
Torgerson, Leanne
- 9:30 AM – 11:30 AM [Canceled: BDS Leadership Team \(April 2016 - Jan. 2017\)](#)  
2500B  
Torgerson, Leanne
- 4:15 PM – 4:30 PM [Paul and Rebecca Sponsel \(Information Technology Advancement Project Manager\) one on one](#)  
Paul's Office

Torgerson, Leanne

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▲ **Wed, Nov 16**

- 7:00 AM – 11:00 AM [Oregon Economic Forum](#)  
Portland Art Museum, Kridel Grand Ballroom at 1219 SW Park Avenue.  
Poole, Colleen
  - 11:00 AM – 11:30 AM [Leanne Torgerson \(Executive Assistant\)](#)
  - 11:30 AM – 12:00 PM [Rebecca Sponsel \(Information Technology Advancement Project Manager\) one on one](#)  
Paul's Office  
Torgerson, Leanne
  - 12:00 PM – 12:15 PM [BDS Senior Managers](#)  
Director's Conf. Room  
Torgerson, Leanne
  - 1:00 PM – 1:30 PM [Information Technology Advancement Project Team meeting](#)  
BDS CH2M Conf 8 (25)  
Torgerson, Leanne
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▲ **Thu, Nov 17**

- **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 – 11:00 AM [Information Technology Advancement Project](#)  
BDS CH2M Conf 8 (25)  
ITAP Planning
  - 11:00 AM – 11:30 AM [New LMC Member Orientation](#)  
BDS Conf 5b (14)  
Torgerson, Leanne
  - 11:30 AM – 12:00 PM [Bureau Equity Committee Briefing](#)  
Director's Conf. Room  
Torgerson, Leanne
  - 2:30 PM – 3:15 PM [Laurie Levý \(Information Technology Advancement Manager\) one on one](#)  
1900 SW 4th Ave, 5th floor, Paul's Office  
Torgerson, Leanne
  - 2:30 PM – 4:00 PM [BDS Budget Drop-In Session #2](#)  
6th floor, Rm 6E  
Fetters, Mark
  - 3:00 PM – 3:45 PM [Leanne Torgerson \(Executive Assistant\) one on one](#)  
Paul's Office  
Torgerson, Leanne
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▲ **Fri, Nov 18**

- 9:00 AM – 10:00 AM [LMC Hiring Subcommittee Meeting](#)  
Conference Room 5b (except Feb 12 and Mar 11 will be in Conf Rm 5a)  
Erlandsen, Linda
  - 10:00 AM – 11:00 AM [Monthly FEMA BiOp Implementation Mtgs](#)  
NEW LOCATION - Horizon Conf Room, 12th Floor, the Portland Bldg  
Jordan, Michael
  - 10:30 AM – 12:00 PM [BDS Budget Drop-In Session #1](#)  
Room 4A  
Fetters, Mark
  - 12:30 PM – 1:00 PM [Laurie Levý \(Information Technology Advancement Manager\), Kim Freeman \(ITAP Sr. Management Analyst re: walk through CH2M building\)](#)  
CH2M Building  
Torgerson, Leanne
- After 5:00 PM Free**
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## Details

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**Monday, November 14, 2016**

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▲ **Time** 8:30 AM – 9:30 AM  
**Subject** Equity in Motion  
**Show Time** Busy  
**As**

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▲ **Time** 10:00 AM – 12:00 PM  
**Subject** BDS and CSDC Meeting  
**Location** 2020 SW 4th Ave, Suite 190, BDS CH2M Conf 8 (25)  
**Importance** High  
**Show Time** Busy  
**As**

Hi, all –

This is to confirm the date, time and location of this meeting.

The meeting will be held in the CH2M Center at 2020 SW 4th, Suite 190, in Conf Room 8

This will be an opportunity to meet with CSDC folks and see a demonstration of the updated TRACs system.

Best regards,  
Leanne Torgerson  
Director's Executive Assistant

Bureau of Development Services  
1900 SW Fourth Avenue, Suite 5000  
Portland, OR 97201  
503.823.7937  
503.823.7250 (fax)  
Leanne.Torgerson@portlandoregon.gov  
<mailto:Leanne.Torgerson@portlandoregon.gov>

<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>	Required
	Caron, Ross <Ross.Caron@portlandoregon.gov>	Required
	Sponsel, Rebecca <Rebecca.Sponsel@portlandoregon.gov>	Required
	Peterson, Andy <Andy.Peterson@portlandoregon.gov>	Required
	Marcos Quintana <m.quintana@csdcsystems.com>	Required
	Marco Pasin <m.pasin@csdcsystems.com>	Required
	Sridhar Subramanian <s.subramanian@csdcsystems.com>	Required
	Baer, Jeff <Jeff.Baer@portlandoregon.gov>	Optional
	Waraich, Saby <Saby.Waraich@portlandoregon.gov>	Optional
	Henderson, Maurice <Maurice.Henderson@portlandoregon.gov>	Optional
	James, Angel <Angel.James@portlandoregon.gov>	Optional
	Elmes, Maribeth	Optional

<Maribeth.Elmes@portlandoregon.gov>

Grumm, Matt  
<Matt.Grumm@portlandoregon.gov> Optional

Mitchell, Liz  
<Elizabeth.Mitchell@portlandoregon.gov> Optional

Rothi, Paul <Paul.Rothi@portlandoregon.gov> Optional

Mace, Ryan  
<Ryan.Mace@portlandoregon.gov> Optional

York, Kevin <Kevin.York@portlandoregon.gov> Optional

Freeman, Kimberly  
<Kimberly.Freeman@portlandoregon.gov> Optional

Whiteside, Rachel  
<Rachel.Whiteside@portlandoregon.gov> Optional

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▲ **Time** 2:00 PM – 2:30 PM

**Subject** HR Issue

**Location** Paul's office

**Show** Busy

**Time As**

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▲ **Time** 2:30 PM – 3:15 PM

**Subject** Paul and Deborah one on one

**Location** Paul's Office

**Recurrence** Occurs every Monday effective 11/14/2016 until 11/14/2016  
from 2:15 PM to 3:15 PM

**Show Time** Busy

**As**

Ending this series and will send a new with at the new  
starting time.

**Attendees**

Name <E-mail>	Attendance
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Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
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Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
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Morris, Deborah Sievert <Deborah.SievertMorris@portlandoregon.gov>	Required
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▲ **Time** 3:30 PM – 4:30 PM  
**Subject** Paul and Andy one on one  
**Location** Paul's Office  
**Show Time** Busy  
**As**  
 Rescheduled due to the Leadership Team on Tues,  
 11/15/16.

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
	Peterson, Andy <Andy.Peterson@portlandoregon.gov>	Required

**Tuesday, November 15, 2016**

▲ **Time** 8:30 AM – 11:30 AM  
**Subject** Continued BDS Leadership Team Trust & Communication  
 Training  
**Location** CH2M Center, 2020 SW 4th, BDS Lincoln Room (Across from  
 Hye's Deli)  
**Show** Busy  
**Time As**  
 Location change! Moving to the BDS Lincoln Room across  
 from Hye's Deli in the CH2M Center! Sorry for the late  
 notice!

Confirming the room.

This continued training will take place of our regularly  
 scheduled Leadership Team meeting and extended by one  
 hour. I was able to reserve the same room for us.

More to come.

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 & Section Managers <BDS-	Required

M&S@portlandoregon.gov>	
Rafael Colon (rafaelcolon@comcast.net) <rafaelcolon@comcast.net>	Required
Fioravanti, Kara <Kara.Fioravanti@portlandoregon.gov>	Optional
Tallant, Kimberly <Kimberly.Tallant@portlandoregon.gov>	Optional
Grenda, Jill <Jill.Grenda@portlandoregon.gov>	Optional
Caron, Ross <Ross.Caron@portlandoregon.gov>	Optional
Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Optional
Deis, Fred <Fred.Deis@portlandoregon.gov>	Optional
Meyer, Cindy <Cindy.Meyer@portlandoregon.gov>	Optional
Morgan, Douglas <Douglas.Morgan@portlandoregon.gov>	Optional
Hajiyev, Elshad <Elshad.Hajiyev@portlandoregon.gov>	Optional
Morris, Deborah Sievert <Deborah.SievertMorris@portlandoregon.gov>	Optional
Peterson, Andy <Andy.Peterson@portlandoregon.gov>	Optional
Fetters, Mark <Mark.Fetters@portlandoregon.gov>	Optional
Nickolds, Mitch <Mitch.Nickolds@portlandoregon.gov>	Optional
Appleyard, Richard <Richard.Appleyard@portlandoregon.gov>	Optional
Marihart, Ed <Ed.Marihart@portlandoregon.gov>	Optional

Jonak, Ross <Ross.Jonak@portlandoregon.gov>	Optional
Liefeld, Michael <Michael.Liefeld@portlandoregon.gov>	Optional
Morris, Tim <Tim.Morris@portlandoregon.gov>	Optional
Pierce, Christy <Christine.Pierce@portlandoregon.gov>	Optional
Wolley, Greg <Greg.Wolley@portlandoregon.gov>	Optional
Sharp, Kathy <Kathy.Sharp@portlandoregon.gov>	Optional
Perkins, Kareen <Kareen.Perkins@portlandoregon.gov>	Optional
Sponsel, Rebecca <Rebecca.Sponsel@portlandoregon.gov>	Optional
Piercy, Janell <Janell.Piercy@portlandoregon.gov>	Optional
Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Optional
Perry, Dora <Dora.Perry@portlandoregon.gov>	Optional
Hardy, Douglas <Douglas.Hardy@portlandoregon.gov>	Optional

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▲ **Time** 2:00 PM – 3:00 PM

**Subject** Technology Executive Steering Committee Meeting

**Location** Portland Building, Room B, 2nd Floor

**Show** Busy

**Time As**

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



Jordan, Michael <Mike.Jordan@portlandoregon.gov>	Required
Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
Henderson, Maurice <Maurice.Henderson@portlandoregon.gov>	Required
Scott, Andrew <Andrew.Scott@portlandoregon.gov>	Required
Stuhr, Michael <Michael.Stuhr@portlandoregon.gov>	Required
Leloff, Mike <Mike.Leloff@portlandoregon.gov>	Required
Anderson, Susan <Susan.Anderson@portlandoregon.gov>	Required
Abbate, Mike <Mike.Abbate@portlandoregon.gov>	Required
Myers, Mike <Mike.J.Myers@portlandoregon.gov>	Required
Rinehart, Tom <Tom.Rinehart@portlandoregon.gov>	Required
York, Kevin <Kevin.York@portlandoregon.gov>	Required
Nath, Satish <Satish.Nath@portlandoregon.gov>	Optional
Braaten, Jane <Jane.Braaten@portlandoregon.gov>	Optional
Rust, Ken <Ken.Rust@portlandoregon.gov>	Optional
Kanwit, Anna <Anna.Kanwit@portlandoregon.gov>	Optional
Guo, Jay <Jay.Guo@portlandoregon.gov>	Optional
Mahar, Alissa	Optional

<Alissa.Mahar@portlandoregon.gov>	
Appleyard, Richard <Richard.Appleyard@portlandoregon.gov>	Optional
Patton, Jeramy <Jeramy.Patton@portlandoregon.gov>	Optional
Bailey, Susan <Susan.Bailey@portlandoregon.gov>	Optional
Clodius, Jen <Jen.Clodius@portlandoregon.gov>	Optional
Armstrong, Michael <Michael.Armstrong@portlandoregon.gov>	Optional
Ball, Kelly <Kelly.Ball@portlandoregon.gov>	Optional
Moore, Janice <Janice.Moore@portlandoregon.gov>	Optional
Creager, Kurt <Kurt.Creager@portlandoregon.gov>	Optional
Raschke, Glenn <Glenn.Raschke@portlandoregon.gov>	Optional

▲ **Time** 4:15 PM – 4:30 PM  
**Subject** Paul and Rebecca S one on one  
**Location** Paul's Office  
**Show Time** Busy  
**As**  
15 minutes with Paul at 4:15.

Best,  
Leanne

<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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### Wednesday, November 16, 2016

▲ **Time** 7:00 AM – 11:00 AM

**Subject** Oregon Economic Forum

**Location** Portland Art Museum, Kridel Grand Ballroom at 1219 SW Park Avenue.

**Show** Busy

**Time As**

The doors open at 7:00 am for breakfast

On behalf of BDS I want to invite you to be our guest at the 13th Annual Oregon Economic Forum  
<the%2013th%20Annual%20Oregon%20Economic%20Forum%20where%20we%20will%20explore%20the%20aftermath%20of%20another%20brutal%20election%20cycle%20and%20what%20it%20means%20for%20the%20economy> breakfast on Wednesday, November 16, 2016 from 7:45 – 11:00 am at the Portland Art Museum, Kridel Grand Ballroom at 1219 SW Park Avenue.

7:00 a.m. breakfast

7:45 – 11:00 a.m. program

Speakers:

Stan Collender

Sheila Martin

Bruce McCain

Shawn Busse

Russ Gaylor

Timothy Duy

**Attendees** **Name <E-mail>**

**Attendance**

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

Organizer

Hajiyev, Elshad  
<Elshad.Hajiyev@portlandoregon.gov>

Required

O'Brien, Kyle <Kyle.O'Brien@portlandoregon.gov>

Required

Peterson, Andy  
<Andy.Peterson@portlandoregon.gov>

Required

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

Required

Morris, Deborah Sievert  
<Deborah.SievertMorris@portlandoregon.gov>

Required

Whiteside, Rachel  
<Rachel.Whiteside@portlandoregon.gov>

Required

Denney, Ariana  
<Ariana.Denney@portlandoregon.gov> Required

Nickolds, Mitch  
<Mitch.Nickolds@portlandoregon.gov> Required

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▲ **Time** 11:00 AM – 11:30 AM

**Subject** Leanne

**Show Time** Busy

**As**

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▲ **Time** 11:30 AM – 12:00 PM

**Subject** Paul and Rebecca S. one on one

**Location** Paul's Office

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

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▲ **Time** 12:00 PM – 12:15 PM

**Subject** Paul and Senior Managers

**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
	Caron, Ross <Ross.Caron@portlandoregon.gov>	Required
	Esau, Rebecca	Required

<Rebecca.Esau@portlandoregon.gov>

Nickolds, Mitch Required  
<Mitch.Nickolds@portlandoregon.gov>

Perry, Dora <Dora.Perry@portlandoregon.gov> Required

Peterson, Andy Required  
<Andy.Peterson@portlandoregon.gov>

Morris, Deborah Sievert Required  
<Deborah.SievertMorris@portlandoregon.gov>

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▲ **Time** 12:00 PM – 2:00 PM  
**Subject** Reserved  
**Recurrence** Occurs every Monday, Tuesday, Wednesday, Thursday, and Friday effective 11/14/2016 until 11/18/2016 from 12:00 PM to 2:00 PM (UTC-08:00) Pacific Time (US & Canada).  
**Show Time** Busy  
**As**

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▲ **Time** 1:00 PM – 1:30 PM  
**Subject** Paul Scarlett and the ITAP Team meeting  
**Location** BDS CH2M Conf 8 (25)  
**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
	Freeman, Kimberly <Kimberly.Freeman@portlandoregon.gov>	Required
	Caruso, Christine <Christine.Caruso@portlandoregon.gov>	Required
	Whiteside, Rachel <Rachel.Whiteside@portlandoregon.gov>	Required
	Wheeler, Leigh <Leigh.Wheeler@portlandoregon.gov>	Required

Baribeau, Donah <Donah.Baribeau@portlandoregon.gov> Required  
Gill, Lisa <Lisa.Gill@portlandoregon.gov> Required  
Galinat, Ray <Ray.Galinat@portlandoregon.gov> Optional

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**Thursday, November 17, 2016**

▲ **Time** 8:00 AM – 10:00 AM

**Subject** Development Review Advisory Committee

**Location** 1900 Building, 2nd floor, Room 2500B

**Recurrence** Occurs the third Thursday of every 1 month(s) effective 11/17/2016 until 11/17/2016 from 8:00 AM to 10:00 AM

**Show Time** Busy

**As**

City Staff,

In canceling the July DRAC meeting, it appears that Outlook also canceled all future DRAC meetings. I am sending this request to put the meetings back in your calendar.

Mark Feters  
BDS Business Operations  
(503) 823-1028  
Mark.feters@portlandoregon.gov  
<mailto:Mark.feters@portlandoregon.gov>

<b>Attendees</b>	<b>Name &lt;E-mail&gt;</b>	<b>Attendance</b>
	Feters, Mark <Mark.Feters@portlandoregon.gov>	Organizer
	Adamsick, Claire <Claire.Adamsick@portlandoregon.gov>	Required
	Alpert, Josh <Josh.Alpert@portlandoregon.gov>	Required
	Anderson, Susan <Susan.Anderson@portlandoregon.gov>	Required
	Armstrong, Michael <Michael.Armstrong@portlandoregon.gov>	Required
	Bejarano, Alex <Alex.Bejarano@portlandoregon.gov>	Required
	Caron, Ross <Ross.Caron@portlandoregon.gov>	Required

Collentine, Mary Ellen <MaryEllen.Collentine@portlandoregon.gov>	Required
Dietz, Cindy <Cindy.Dietz@portlandoregon.gov>	Required
Engstrom, Eric <Eric.Engstrom@portlandoregon.gov>	Required
Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
Finn, Brendan <Brendan.Finn@portlandoregon.gov>	Required
Fioravanti, Kara <Kara.Fioravanti@portlandoregon.gov>	Required
Grumm, Matt <Matt.Grumm@portlandoregon.gov>	Required
Hajiyev, Elshad <Elshad.Hajiyev@portlandoregon.gov>	Required
Hales, Charlie <Charlie.Hales@portlandoregon.gov>	Required
Heron, Tim <Tim.Heron@portlandoregon.gov>	Required
Huggins, Sarah <Sarah.Huggins@portlandoregon.gov>	Required
Kane, Alisa <Alisa.Kane@portlandoregon.gov>	Required
Krueger, Kurt <Kurt.Krueger@portlandoregon.gov>	Required
Lam, Trang <Trang.Lam@portlandoregon.gov>	Required
Leon, Christine <Christine.Leon@portlandoregon.gov>	Required
Martin, Lyne <Lyne.Martin@portlandoregon.gov>	Required
Morgan, Douglas <Douglas.Morgan@portlandoregon.gov>	Required

Morris, Deborah Sievert <Deborah.SievertMorris@portlandoregon.gov>	Required
Nickolds, Mitch <Mitch.Nickolds@portlandoregon.gov>	Required
O'Brien, Kyle <Kyle.O'Brien@portlandoregon.gov>	Required
Perkins, Kareen <Kareen.Perkins@portlandoregon.gov>	Required
Perry, Dora <Dora.Perry@portlandoregon.gov>	Required
Peterson, Andy <Andy.Peterson@portlandoregon.gov>	Required
Reese Cadigan, Elisabeth <Elisabeth.Reese@portlandoregon.gov>	Required
Saltzman, Dan <Dan.Saltzman@portlandoregon.gov>	Required
Sandy, Emily <Emily.Sandy@portlandoregon.gov>	Required
Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
Shriver, Katie <Katie.Shriver@portlandoregon.gov>	Required
Spencer-Hartle, Brandon <Brandon.Spencer@portlandoregon.gov>	Required
Sponsel, Rebecca <Rebecca.Sponsel@portlandoregon.gov>	Required
Starin, Nicholas <Nicholas.Starin@portlandoregon.gov>	Required
Thorington, Nancy <Nancy.Thorington@portlandoregon.gov>	Required
Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Required



Torres, Raul <Raul.Torres@portlandoregon.gov>	Required
Wadsworth, Jasmine <Jasmine.Wadsworth@portlandoregon.gov>	Required
Wier, Christopher <Christopher.Wier@portlandoregon.gov>	Required
Wood, Sandra <Sandra.Wood@portlandoregon.gov>	Required
Wood, Shawn <Shawn.Wood@portlandoregon.gov>	Required
Lawrence, Asena <Asena.Lawrence@portlandoregon.gov>	Required
Jogerst, Casey <Casey.Jogerst@portlandoregon.gov>	Required
Faber, Rick <Richard.Faber@portlandoregon.gov>	Required
Nameny, Phil <Phil.Nameny@portlandoregon.gov>	Optional
Yates, Jody <Jody.Yates@portlandoregon.gov>	Optional

▲ **Time** 10:00 AM – 11:00 AM  
**Subject** ITAP Project  
**Location** BDS CH2M Conf 8 (25)  
**Show** Busy  
**Time As**

<b>Attendees</b>	<b>Name &lt;E-mail&gt;</b>	<b>Attendance</b>
	ITAP Planning <ITAPTeam@portlandoregon.gov>	Organizer
	Levy, Laurie <Laurie.Levy@portlandoregon.gov>	Required
	Baer, Jeff <Jeff.Baer@portlandoregon.gov>	Required
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
	Caron, Ross	Required

<Ross.Caron@portlandoregon.gov>	
ITAP SME Team <ITAPSMETeam@portlandoregon.gov>	Required
Kordmahaleh, Fardad <Fardad.Kordmahaleh@portlandoregon.gov>	Optional
Freeman, Kimberly <Kimberly.Freeman@portlandoregon.gov>	Optional
Welliver, Joseph <Joseph.Welliver@portlandoregon.gov>	Optional
Caruso, Christine <Christine.Caruso@portlandoregon.gov>	Optional
Mace, Ryan <Ryan.Mace@portlandoregon.gov>	Optional
Galinat, Ray <Ray.Galinat@portlandoregon.gov>	Optional
Whiteside, Rachel <Rachel.Whiteside@portlandoregon.gov>	Optional
Baribeau, Donah <Donah.Baribeau@portlandoregon.gov>	Optional

▲ **Time** 11:00 AM – 11:30 AM  
**Subject** New LMC Member Orientation  
**Location** BDS Conf 5b (14)

**Show Time** Busy  
**As**

I hope this time works for all.

<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
	Whiteside, Rachel <Rachel.Whiteside@portlandoregon.gov>	Required
	Storey, Oretha	Required

<Oretha.Storey@portlandoregon.gov>

Pike-Salas, Breah <Breah.Pike-Salas@portlandoregon.gov> Required

Crise, Brian <Brian.Crise@portlandoregon.gov> Required

Quattlebaum, Brian <Brian.Quattlebaum@portlandoregon.gov> Required

Duvall, Laura <Laura.DuVall@portlandoregon.gov> Required

Duran, John <John.Duran@portlandoregon.gov> Required

Dibert, Lisa <Lisa.Dibert@portlandoregon.gov> Required

Gill, Lisa <Lisa.Gill@portlandoregon.gov> Required

Morris, Tim <Tim.Morris@portlandoregon.gov> Required

Caron, Ross <Ross.Caron@portlandoregon.gov> Required

Liefeld, Michael <Michael.Liefeld@portlandoregon.gov> Required

Hajiyev, Elshad <Elshad.Hajiyev@portlandoregon.gov> Required

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▲ **Time** 11:30 AM – 12:00 PM  
**Subject** Brief BDS Director on BEC  
**Location** Director's Conf. Room  
**Recurrence** Occurs the third Thursday of every 1 month(s) effective 11/17/2016 until 11/17/2016 from 11:30 AM to 12:00 PM  
**Show Time** Busy  
**As**  
This monthly meeting is an opportunity to brief the Director on the bureau's Equity Committee topics and activities and replaces the CEC briefing during this time. (3rd Thursday from 11:30 to noon)

Attendees are:  
Paul Scarlett

Dora Perry  
Deborah Sievert Morris  
Nancy Thorington  
Rochelle Hunter-James  
Jason Butler-Brown

<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
	Morris, Deborah Sievert <Deborah.SievertMorris@portlandoregon.gov>	Required
	Thorington, Nancy <Nancy.Thorington@portlandoregon.gov>	Required
	Hunter-James, Rochelle <Rochelle.Hunter-James@portlandoregon.gov>	Required
	Butler-Brown, Jason <Jason.Butler-Brown@portlandoregon.gov>	Required

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▲ **Time** 12:00 PM – 2:00 PM  
**Subject** Reserved  
**Recurrence** Occurs every Monday, Tuesday, Wednesday, Thursday, and Friday effective 11/14/2016 until 11/18/2016 from 12:00 PM to 2:00 PM (UTC-08:00) Pacific Time (US & Canada).  
**Show Time** Busy  
**As**

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▲ **Time** 2:00 PM – 2:30 PM  
**Subject** Reserved  
**Show Time** Busy  
**As**

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▲ **Time** 2:30 PM – 3:00 PM  
**Subject** Canceled: Paul and Ross one on one  
**Location** Paul's Office  
**Importance** High  
**Show Time** Free  
**As**  
Canceling due to a calendar conflict.

	Leanne	
<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

▲ **Time** 2:30 PM – 3:15 PM  
**Subject** Paul and Laurie one on one  
**Location** 1900 SW 4th Ave, 5th floor, Paul's Office  
**Show Time** Busy  
**As**  
Laurie – Check-in at the 5th floor reception when you arrive.

	Best, 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
	Levy, Laurie <Laurie.Levy@portlandoregon.gov>	Required

▲ **Time** 2:30 PM – 4:00 PM  
**Subject** BDS Budget Drop-In Session #2  
**Location** 6th floor, Rm 6E  
**Show** Busy  
**Time As**  
North side of the floor

<b>Attendees</b>	<b>Name &lt;E-mail&gt;</b>	<b>Attendance</b>
	Fetters, Mark <Mark.Fetters@portlandoregon.gov>	Organizer
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
	Morris, Deborah Sievert	Required

<Deborah.SievertMorris@portlandoregon.gov>

Hajiyev, Elshad Required  
<Elshad.Hajiyev@portlandoregon.gov>

O'Brien, Kyle Required  
<Kyle.O'Brien@portlandoregon.gov>

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▲ **Time** 3:00 PM – 3:45 PM  
**Subject** Paul and Leanne one on one  
**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
	Poole, Colleen <Colleen.Poole@portlandoregon.gov>	Required

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▲ **Time** 3:30 PM – 4:00 PM  
**Subject** Reserved  
**Show Time** Busy  
**As**

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▲ **Time** 4:00 PM – 5:00 PM  
**Subject** Reserved  
**Recurrence** Occurs every Thursday effective 11/17/2016 until 11/17/2016 from 4:00 PM to 5:00 PM  
**Show Time** Busy  
**As**

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#### Friday, November 18, 2016

▲ **Time** 8:00 AM – 5:00 PM  
**Subject** Reserved - Office work, return phone calls, email, check in with staff.  
**Recurrence** Occurs every Friday effective 11/18/2016 until 11/18/2016 from 8:00 AM to 5:00 PM  
**Show Time** Busy  
**As**  
When: Occurs every Friday effective 8/19/2005 from 8:00 AM to 5:00 PM (GMT-08:00) Pacific Time (US & Canada).

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

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<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

- ▲ **Time** 9:00 AM – 10:00 AM
- Subject** Labor Management Committee Hiring Subcommittee Meeting
- Location** Conference Room 5b (except Feb 12 and Mar 11 will be in Conf Rm 5a)
- Recurrence** Occurs every 2 week(s) on Friday effective 11/18/2016 until 11/18/2016 from 9:00 AM to 10:00 AM

**Show Time** Busy  
**As**

LMC Hiring Subcommittee Members,

Please accept this invitation to add the scheduled LMC Hiring Subcommittee meeting dates to your calendar for 2016.

I have reserved Conference Room 5B for all of these dates, with the exception of February 12 and March 11 which will be in 5A.

The 2016 LMC Hiring Subcommittee meeting dates are:

- January 15 and 29
- February 12 and 26 (note: Feb 12 will be in Conf Rm 5a, instead of 5b)
- March 11 and 25 (note: Mar 11 will be in Conf Rm 5a, instead of 5b)
- April 8 and 22
- May 6 and 20
- June 3 and 17
- July 1, 15, and 29
- August 12 and 26
- September 9 and 23
- October 7 and 21
- November 4 and 18
- December 2, 16, 30

Division Managers and T&WD key staff have been included on this invite to “optionally” add these dates to your calendars, too.

Thank you.

Linda Erlandsen, x35764  
LMC Support backup - Kathy Robertson, x37358

<b>Attendees</b>	<b>Name &lt;E-mail&gt;</b>	<b>Attendance</b>
	Erlandsen, Linda <Linda.Erlandsen@portlandoregon.gov>	Organizer
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
	Duncan, Elizabeth <Elizabeth.Duncan@portlandoregon.gov>	Required
	Jones, Connie <Connie.Jones@portlandoregon.gov>	Required
	Partch, Priscilla <Priscilla.Partch@portlandoregon.gov>	Required
	Perry, Dora <Dora.Perry@portlandoregon.gov>	Required
	Morris, Deborah Sievert <Deborah.SievertMorris@portlandoregon.gov>	Required
	Whiteside, Rachel <Rachel.Whiteside@portlandoregon.gov>	Required
	Sharp, Kathy <Kathy.Sharp@portlandoregon.gov>	Required
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Optional
	Caron, Ross <Ross.Caron@portlandoregon.gov>	Optional
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Optional
	Peterson, Andy <Andy.Peterson@portlandoregon.gov>	Optional
	Nickolds, Mitch <Mitch.Nickolds@portlandoregon.gov>	Optional
	Edwards, Adrienne <Adrienne.Edwards@portlandoregon.gov>	Optional



Wolley, Greg <Greg.Wolley@portlandoregon.gov>	Optional
Robertson, Kathy <Kathy.Robertson@portlandoregon.gov>	Optional
Storey, Oretha <Oretha.Storey@portlandoregon.gov>	Optional
Quattlebaum, Brian <Brian.Quattlebaum@portlandoregon.gov>	Optional

▲ **Time** 10:00 AM – 11:00 AM

**Subject** Monthly FEMA BiOp Implementation Mtgs

**Location** NEW LOCATION - Horizon Conf Room, 12th Floor, the Portland Bldg

**Recurrence** Occurs the third Friday of every 1 month(s) effective 11/18/2016 until 11/18/2016 from 10:00 AM to 11:00 AM

**Show Time** Busy

**As**  
Please note the new location – Horizon Conference Room, the 12th floor in the Portland Bldg.

**Attendees**

Name <E-mail>	Attendance
Jordan, Michael <Mike.Jordan@portlandoregon.gov>	Organizer
Reeve, Tracy <Tracy.Reeve@portlandoregon.gov>	Required
Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
Anderson, Susan <Susan.Anderson@portlandoregon.gov>	Required
Morgan, Douglas <Douglas.Morgan@portlandoregon.gov>	Required
Lovell, Kaitlin <Kaitlin.Lovell@portlandoregon.gov>	Required
Branam, Kimberly <BranamK@pdc.us>	Required
Edmunds, Sallie <Sallie.Edmunds@portlandoregon.gov>	Optional
Pellegrino, Martha	Optional

<Martha.Pellegrino@portlandoregon.gov>

Abbate, Mike  
<Mike.Abbate@portlandoregon.gov> Optional

Tillstrom, Nils  
<Nils.Tillstrom@portlandoregon.gov> Optional

Ames, Betsy  
<Betsy.Ames@portlandoregon.gov> Optional

Lam, Trang  
<Trang.Lam@portlandoregon.gov> Optional

Allison, James  
<James.Allison@portlandoregon.gov> Optional

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▲ **Time** 10:30 AM – 12:00 PM  
**Subject** BDS Budget Drop-In Session #1  
**Location** Room 4A  
**Show** Busy  
**Time As**

All,

Moving the first drop-in session to Friday, due to the Economic Forum on Wednesday. Please note the room change from 2500 to 4A.

Mark

<b>Attendees</b>	<b>Name &lt;E-mail&gt;</b>	<b>Attendance</b>
	Fetters, Mark <Mark.Fetters@portlandoregon.gov>	Organizer
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
	Morris, Deborah Sievert <Deborah.SievertMorris@portlandoregon.gov>	Required
	Hajiyev, Elshad <Elshad.Hajiyev@portlandoregon.gov>	Required
	O'Brien, Kyle <Kyle.O'Brien@portlandoregon.gov>	Required

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▲ **Time** 12:30 PM – 1:00 PM  
**Subject** Paul, Laurie, and Kim re: walk through CH2M building

**Location** CH2M Building  
**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
	Levy, Laurie <Laurie.Levy@portlandoregon.gov>	Required
	Freeman, Kimberly <Kimberly.Freeman@portlandoregon.gov>	Required

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