
Scarlett, Paul Calendar

Monday, December 05, 2016 – Sunday, December 11, 2016

December 2016

Su Mo Tu We Th Fr Sa

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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

December 2016

▲ Mon, Dec 5

- 8:45 AM – 9:55 AM [Deborah Sievert Morris \(Business Operations & Finance Services Manager\), Lynda Lewis \(Recruitment & Hiring Manager\) meeting](#)
Paul's Office
Torgerson, Leanne
 - 10:00 AM – 10:30 AM FPP/ FIR Manager [Recruitment Photo](#)
BDS Conf 3a
Viers, Glova
 - 10:30 AM – 11:00 AM [Colleen Poole \(Outreach Coordinator\) re: Outreach](#)
Paul's Office
Torgerson, Leanne
 - 11:00 AM – 12:00 PM [Laurie Levý \(ITAP Manager\) one on one](#)
Paul's Office
Torgerson, Leanne
 - 12:00 PM – 12:15 PM [HR Issue](#)
 - 1:30 PM – 2:00 PM [Fred](#) Deis (FPP/FIR Manager)
Paul's Office
 - 2:15 PM – 3:15 PM [Deborah Sievert Morris \(Business Operations & Finance Services Manager\) one on one](#)
Paul's Office
Torgerson, Leanne
 - 3:15 PM – 3:30 PM [Janell Piercy \(Residential Inspections Manager\) re: introduce two new employees](#)
Paul's Office
Torgerson, Leanne
 - 3:30 PM – 4:30 PM [Leanne Torgerson \(Executive Assistant\) one on one](#)
Paul's Office
Torgerson, Leanne
-

▲ Tue, Dec 6

- 7:30 AM – 8:30 AM [Mitch Nickolds \(Inspection Services Manager\) to meet with FPP/FIR staff](#)
4A
Torgerson, Leanne
 - 8:45 AM – 9:00 AM [Jill Grenda \(Planning & Zoning Manager\) re: introduce new employee](#)
Paul's Office
Torgerson, Leanne
 - 10:30 AM – 12:00 PM [2016 Senior Managers Meeting](#)
BDS Conf 5B
Torgerson, Leanne
 - ▨ 1:00 PM – 2:00 PM [Cuckoo Clock Unveiling and Ribbon Cutting Ceremony](#)
City Hall , First Floor
Enge, Bryant
 - ▨ 1:00 PM – 2:00 PM [Executive Equity Committee - Quarterly Meeting](#)
Lovejoy Room - City Hall
Sao, Piset
 - 2:00 PM – 3:00 PM [ITAP Division Managers](#)
BDS Conf 4a (30)
ITAP Planning
 - 3:00 PM – 3:30 PM [Jeff Baer \(Chief Technology Officer\) one on one](#)
Director's Conf. Room
Torgerson, Leanne
-

▲ Wed, Dec 7

- 8:00 AM – 9:30 AM [BDS Family Potluck Gathering](#)
2500 A/b
Poole, Colleen
- 9:30 AM – 11:00 AM [Budget Drop-In Session #4](#)
Rm 6E
Fetters, Mark
- 10:15 AM – 10:30 AM [Robert Walker \(Technology Team\) one on one](#)
Paul's office
Scarlett, Paul
- 10:30 AM – 11:00 AM [Ross Caron \(Public Information & Enforcement Services Manager\), Mike Liefeld \(Enforcement Program Manager\), Ed Marihart \(Neighborhood Inspections Manager\), Elshad Hajayev \(Finance Manager\), Matt Grumm \(Commissioner of Public Affairs Liaison\) re: PHB Mandatory Rental Inspection proposal for the '17-'18 budget](#)
Director's Conf. Room
Torgerson, Leanne
- 11:00 AM – 11:30 AM [Ross Caron \(Public Information & Enforcement Services Manager\) one on one](#)
Paul's office
Torgerson, Leanne

- 3:00 PM – 4:00 PM [Dora Perry \(Equity & Policy Manager\) one on one](#)
Paul's office
Torgerson, Leanne
- 8:15 PM – 8:45 PM [Disaster Policy Council Meeting](#)
Conference Bridge: 888-204-5987; access code 9779009#
Merlo, Carmen

▲ **Thu, Dec 8**

- 8:00 AM – 5:00 PM Inclement Weather (Office Closed)
- ▨ 8:00 PM – 8:30 PM [Disaster Policy Council Meeting](#)
Conference Bridge: 888-204-5987; access code 9779009#
Merlo, Carmen

▲ **Fri, Dec 9**

- **Before 8:00 AM Free**
- 8:00 AM – 10:00 AM Inclement Weather (Office opened at 10:00 a.m.)
- 11:00 AM – 12:00 PM [Andy Peterson \(Plan Review & Permitting Services Manager\) one on one](#)
Paul's Office
Torgerson, Leanne
- 12:00 PM – 1:30 PM [BDS Financial Advisory Committee Meeting](#)
4A
Hajiyev, Elshad
- 2:30 PM – 3:00 PM [Janell Piercy \(Residential Inspections Manager\) one on one](#)
Paul's Office
Torgerson, Leanne

Details

Monday, December 05, 2016

- ▲ **Time** 8:45 AM – 9:55 AM
- Subject** Paul, Deborah, Lynda meeting
- Location** Paul's Office
- Importance** High
- Show Time As** Busy
Just updating the time for this meeting.
- LT
- Attendees**

Name <E-mail>		Attendance
Torgerson, Leanne		Organizer

<Leanne.Torgerson@portlandoregon.gov>

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

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

Lewis, Lynda <Lynda.Lewis@portlandoregon.gov> Required

▲ **Time** 10:00 AM – 10:30 AM
Subject Recruitment Photo
Location BDS Conf 3a
Show Time As Busy
We will take the photo at the beginning of the Inspections Section Managers Meeting. Please make every effort to arrive a little early to room 3a. Thanks!

Attendees

Name <E-mail>	Attendance
Viers, Glova <Glova.Viers@portlandoregon.gov>	Organizer
Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
Nickolds, Mitch <Mitch.Nickolds@portlandoregon.gov>	Required
Deis, Fred <Fred.Deis@portlandoregon.gov>	Required
Piercy, Janell <Janell.Piercy@portlandoregon.gov>	Required
Morris, Tim <Tim.Morris@portlandoregon.gov>	Required
Meyer, Cindy <Cindy.Meyer@portlandoregon.gov>	Required
Gonzalez, Aldo <Aldo.Gonzalez@portlandoregon.gov>	Required
Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Required

▲ **Time** 10:30 AM – 11:00 AM
Subject Paul and Colleen re: Outreach
Location Paul's Office
Show Time As Busy
Moving this meeting to 10:30 or sooner due to a photo for recruitment.

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

▲ **Time** 11:00 AM – 12:00 PM
Subject Paul and Laurie one on one
Location Paul's Office
Show Time As Busy
Just updating the time.

LT

Attendees	Name <E-mail>	Attendance
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
	Levy, Laurie <Laurie.Levy@portlandoregon.gov>	Required

▲ **Time** 12:00 PM – 12:15 PM
Subject HR Issue
Show Time As Busy

▲ **Time** 1:30 PM – 2:00 PM
Subject Paul and Fred Deis
Location Paul's Office
Show Time As Busy

▲ **Time** 2:15 PM – 3:15 PM
Subject Paul and Deborah one on one
Location Paul's Office
Recurrence Occurs every Monday effective 12/5/2016 until 12/5/2016 from 2:15 PM to 3:15 PM
Show Time As Busy
Ending this series and will send a new with at the new starting time.

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

Appleyard, Richard
<Richard.Appleyard@portlandoregon.gov> Optional

▲ **Time** 3:15 PM – 3:30 PM
Subject Paul, Janell re: introduce two new employees
Location Paul's Office
Show Time As Busy

Attendees

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

▲ **Time** 3:30 PM – 4:30 PM
Subject Paul and Leanne one on one
Location Paul's Office
Show Time As Busy

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

Tuesday, December 06, 2016

▲ **Time** 7:30 AM – 8:30 AM
Subject Paul and Mitch to meet with FPP/FIR staff
Location 4A
Show Time As Busy

Attendees

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

▲ **Time** 7:30 AM – 8:30 AM
Subject Monthly Staff Meeting
Location BDS Conf 4a (30)

Show Time As Tentative

Paul and Mitch will be attending our staff meeting. They will be requesting input on the recruitment for the section manager of FPP/FIR.

Please note the meeting was moved to Room 4a.

Attendees	Name <E-mail>	Attendance
	Deis, Fred <Fred.Deis@portlandoregon.gov>	Organizer
	BDS Facilities Permit <BOB_FP@portlandoregon.gov>	Required
	Rago, Jeff <Jeff.Rago@portlandoregon.gov>	Required
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
	Nickolds, Mitch <Mitch.Nickolds@portlandoregon.gov>	Required
	Rolfe, David <David.Rolfe@portlandoregon.gov>	Required
	Tebeau, David <David.Tebeau@portlandoregon.gov>	Required
	Berhow, Derek <Derek.Berhow@portlandoregon.gov>	Required
	Weigert, Matt <Matt.Weigert@portlandoregon.gov>	Optional
	Parke, Diane <Diane.Parke@portlandoregon.gov>	Optional
	Kilduff, Kevin <Kevin.Kilduff@portlandoregon.gov>	Optional
	Hansen, Keith <Keith.Hansen@portlandoregon.gov>	Optional
	Sisk, John <John.Sisk@portlandoregon.gov>	Optional
	Quattlebaum, Brian <Brian.Quattlebaum@portlandoregon.gov>	Optional
	Donnelly, Jeff <Jeff.Donnelly@portlandoregon.gov>	Optional
	Zarr, Jim <Jim.Zarr@portlandoregon.gov>	Optional
	Botkin, Joseph <Joseph.Botkin@portlandoregon.gov>	Optional
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Optional
	Burris, Scott <Scott.Burris@portlandoregon.gov>	Optional

BDS FIR Team <BDSFIRTeam@portlandoregon.gov> Optional

Bird Jr, Wesley <Wesley.Bird@portlandoregon.gov> Optional

Weeks, Josh <Josh.Weeks@portlandoregon.gov> Optional

Barnhart, David <David.Barnhart@portlandoregon.gov> Optional

▲ **Time** 8:45 AM – 9:00 AM

Subject Paul, Jill re: introduce new employee

Location Paul's Office

Show Time As Busy

Attendees

Name <E-mail>	Attendance
Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
Grenda, Jill <Jill.Grenda@portlandoregon.gov>	Required
Poisner, Suzan <Suzan.Poisner@portlandoregon.gov>	Optional

▲ **Time** 10:30 AM – 12:00 PM

Subject 2016 Senior Managers Meeting

Location BDS Conf 5B

Show Time As Busy

Location Change this meeting only - Moving to BDS Conf 5B. See you at 10:30!

Thanks,
Leanne
X37937

Attendees

Name <E-mail>	Attendance
Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
BDS Division Managers <BDSManagers@portlandoregon.gov>	Required
Levy, Laurie <Laurie.Levy@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

▲ **Time** 1:00 PM – 2:00 PM
Subject Cuckoo Clock Unveiling and Ribbon Cutting Ceremony
Location City Hall , First Floor
Show Time As Tentative
 Greetings,

You are personally invited to witness a piece of history. Please be our honored guest for the unveiling and ribbon cutting ceremony of the Portland is Happening Now sign in its new home at City Hall. The piece of artwork is donated from the 24-ft Cuckoo Clock, a center piece from the 2014 Portland is Happening Now Travel Portland campaign.

Exclusive keynote Speakers:
 Mayor Charlie Hales, Travel Portland CEO Jeff Miller, artist Nicolas Gros and Director Bryant Enge,

Date: December 6, 2016
 Time: 1:00 – 2:00 PM
 Location: Portland City Hall, 1221 SW 4th Ave. 1st floor.

Please see attached flyer for more information about this exciting event!

Kind regards,
 Bryant Enge

Attendees	Name <E-mail>	Attendance
	Enge, Bryant <Bryant.Enge@portlandoregon.gov>	Organizer
	Whang, Simon <Simon.Whang@portlandoregon.gov>	Required
	Taylor, Kalei <Kalei.Taylor@portlandoregon.gov>	Required
	Reeve, Tracy <Tracy.Reeve@portlandoregon.gov>	Required
	Law, Linda <Linda.Law@portlandoregon.gov>	Required
	Saltzman, Dan <Dan.Saltzman@portlandoregon.gov>	Required

Fritz, Amanda <Amanda.Fritz@portlandoregon.gov>	Required
Novick, Steve <Steve.Novick@portlandoregon.gov>	Required
Fish, Nick <NickFish@portlandoregon.gov>	Required
Hunt, John <John.Hunt@portlandoregon.gov>	Required
O'Longaigh, David <David.O'Longaigh@portlandoregon.gov>	Required
Wood, Kate <Kate.Wood@portlandoregon.gov>	Required
Spitulski, Matthew <Matthew.Spitulski@portlandoregon.gov>	Required
Cirimo, Ethan <Ethan.Cirimo@portlandoregon.gov>	Required
Harris, Tawnya <Tawnya.Harris@portlandoregon.gov>	Required
Umali, Ron <Ron.Umali@portlandoregon.gov>	Required
Sorensen, Mark <Mark.Sorensen@portlandoregon.gov>	Required
Fessenden, Dale <Dale.Fessenden@portlandoregon.gov>	Required
Welch II, John <John.Welch@portlandoregon.gov>	Required
Bryans, Donald <Donald.Bryans@portlandoregon.gov>	Required
Clodius, Jen <Jen.Clodius@portlandoregon.gov>	Required
Ball, Kelly <Kelly.Ball@portlandoregon.gov>	Required
Schnoor, Katy <Katy.Schnoor@portlandoregon.gov>	Required
Rinehart, Tom <Tom.Rinehart@portlandoregon.gov>	Required
Miller, Fred <Fred.Miller@portlandoregon.gov>	Required
Lam, Trang <Trang.Lam@portlandoregon.gov>	Required
City Bureau Directors <CitywideBurDirDistList@portlandoregon.gov>	Required

City Elected Officials Exec's <CitywideElectoffexecsDL@portlandoregon.gov>	Required
Schooley, Sara <Sara.Schooley@portlandoregon.gov>	Required
Schmanski, Sonia <Sonia.Schmanski@portlandoregon.gov>	Required
Hillier, Lucas <Lucas.Hillier@portlandoregon.gov>	Required
Mauro, Ben <Ben.Mauro@portlandoregon.gov>	Required
Ames, Betsy <Betsy.Ames@portlandoregon.gov>	Optional
Marshman, Michael <Michael.Marshman@portlandoregon.gov>	Optional
Heather Hanrahan <heather.hanrahan@wk.com>	Optional
patrick_long@earthlink.net <patrick_long@earthlink.net>	Optional
Michelle McKenzie <michellem@travelportland.com>	Optional
Nicolas Gros <nico@lafabstudio.com>	Optional
12th Floor Facilities <12thFloorFacilities@portlandoregon.gov>	Optional
Braaten, Jane <Jane.Braaten@portlandoregon.gov>	Optional
Scott, Andrew <Andrew.Scott@portlandoregon.gov>	Optional
Seaton, Diane <Diane.Seaton@portlandoregon.gov>	Optional
Pedersen, Laura <Laura.Pedersen@portlandoregon.gov>	Optional
Connelly, Sue <Sue.Connelly@portlandoregon.gov>	Optional
Brown, Tamara <Tamara.Brown@portlandoregon.gov>	Optional
Jeff Miller <jmiller@travelportland.com>	Optional
Goble, Pauline <Pauline.Goble@portlandoregon.gov>	Optional
Risk Management All	Optional

<RiskManagementAll@portlandoregon.gov>	
BGS Printing & Distribution Division <BGSPDD@portlandoregon.gov>	Optional
CityFleet All <CFALL@portlandoregon.gov>	Optional
Megan Conway <megan@travelportland.com>	Optional
Taylor, Gregory <Gregory.Taylor@portlandoregon.gov>	Optional
Creager, Kurt <Kurt.Creager@portlandoregon.gov>	Optional
Kanwit, Anna <Anna.Kanwit@portlandoregon.gov>	Optional
Merlo, Carmen <Carmen.Merlo@portlandoregon.gov>	Optional
Carter, Elvis <Elvis.CarterJr@portlandoregon.gov>	Optional
Diaz Calvo, Cinthia <Cinthia.DiazCalvo@portlandoregon.gov>	Optional
Luedtke, Penelope <Penelope.Luedtke@portlandoregon.gov>	Optional
Winkler, Jeff <Jeff.Winkler@portlandoregon.gov>	Optional
Waltz, Jamie <Jamie.Waltz@portlandoregon.gov>	Optional
Schnell, Melissa <Melissa.Schnell@portlandoregon.gov>	Optional
Stamper, Fuchsia <Fuchsia@portlandoregon.gov>	Optional
James, Dante <Dante.James@portlandoregon.gov>	Optional
Williams, Tom <Tom.Williams@portlandoregon.gov>	Optional
Chatman, Rich <Rich.Chatman@portlandoregon.gov>	Optional
Moore, Janice <Janice.Moore@portlandoregon.gov>	Optional
Pellegrino, Martha <Martha.Pellegrino@portlandoregon.gov>	Optional
Leopold-Hutchins, Debora <Debora.Leopold-Hutchins@portlandoregon.gov>	Optional

Quinones, Susan <Susan.Cline-Quinones@portlandoregon.gov>	Optional
Wells, Kristin <Kristin.Wells@portlandoregon.gov>	Optional
Tyler, Rich <Rich.Tyler@portlandoregon.gov>	Optional
Baer, Jeff <Jeff.Baer@portlandoregon.gov>	Optional
Williams, Carolyn <Carolyn.Williams@portlandoregon.gov>	Optional
Tamara Kennedy-Hill <tamara@travelportland.com>	Optional
Tobin, Doug <Doug.Tobin@portlandoregon.gov>	Optional
Hutchison, Sam <Sam.Hutchison@portlandoregon.gov>	Optional
Branam, Kimberly <BranamK@pdc.us>	Optional
Warner, Chris <Chris.Warner@portlandoregon.gov>	Optional
Jordan, Michael <Mike.Jordan@portlandoregon.gov>	Optional
Finn, Brendan <Brendan.Finn@portlandoregon.gov>	Optional

Time	1:00 PM – 2:00 PM	
Subject	Executive Equity Committee - Quarterly Meeting	
Location	Lovejoy Room - City Hall	
Show Time As	Tentative	
Attendees	Name <E-mail>	Attendance
	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.Eng@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 <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



Time 2:00 PM – 3:00 PM
Subject ITAP Division Managers
Location BDS Conf 4a (30)

Show Time As Busy
 Access Information
 Where:

WebEx Online: www.webex.com <<http://www.webex.com>>
 Click on the Join button. Enter the meeting number, your name and email. To view online content.

Meeting number:

199 343 163

Password:

Tues

Host key:

346725 (Use this key in the meeting if you have made someone else the host and then want to reclaim the host role.)

Audio Connection
 +1-415-655-0001 US TOLL
 Access code: 199 343 163

[!OC([1033])!]

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Attendees	Name <E-mail>	Attendance
	ITAP Planning <ITAPTeam@portlandoregon.gov>	Organizer
	Appleyard, Richard <Richard.Appleyard@portlandoregon.gov>	Required
	Bejarano, Alex <Alex.Bejarano@portlandoregon.gov>	Required

Caron, Ross <Ross.Caron@portlandoregon.gov>	Required
Dietz, Cindy <Cindy.Dietz@portlandoregon.gov>	Required
Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
Freeman, Kimberly <Kimberly.Freeman@portlandoregon.gov>	Required
Krueger, Kurt <Kurt.Krueger@portlandoregon.gov>	Required
Mace, Ryan <Ryan.Mace@portlandoregon.gov>	Required
Morris, Deborah Sievert <Deborah.SievertMorris@portlandoregon.gov>	Required
Nickolds, Mitch <Mitch.Nickolds@portlandoregon.gov>	Required
Peterson, Andy <Andy.Peterson@portlandoregon.gov>	Required
Raschke, Glenn <Glenn.Raschke@portlandoregon.gov>	Required
Reese Cadigan, Elisabeth <Elisabeth.Reese@portlandoregon.gov>	Required
Rothi, Paul <Paul.Rothi@portlandoregon.gov>	Required
Supriano, Greg <Greg.Supriano@portlandoregon.gov>	Required
Waraich, Saby <Saby.Waraich@portlandoregon.gov>	Required
Baribeau, Donah <Donah.Baribeau@portlandoregon.gov>	Required
Wier, Christopher <Christopher.Wier@portlandoregon.gov>	Required
Mitchell, Liz <Elizabeth.Mitchell@portlandoregon.gov>	Required
Schimmel, Kari <Kari.Schimmel@portlandoregon.gov>	Required
cliff@caseassociates.com <cliff@caseassociates.com>	Required
Caruso, Christine <Christine.Caruso@portlandoregon.gov>	Required
Whiteside, Rachel	Required

<Rachel.Whiteside@portlandoregon.gov>	
Wheeler, Leigh <Leigh.Wheeler@portlandoregon.gov>	Required
DiSalvo, Angie <Angie.DiSalvo@portlandoregon.gov>	Required
Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
Baer, Jeff <Jeff.Baer@portlandoregon.gov>	Required
Levy, Laurie <Laurie.Levy@portlandoregon.gov>	Required
Aldassy, Tylene <Tylene.Aldassy@portlandoregon.gov>	Required
Carpenter, Terry <Terry.Carpenter@portlandoregon.gov>	Required
Gill, Lisa <Lisa.Gill@portlandoregon.gov>	Optional
Salazar, Ida <Ida.Salazar@portlandoregon.gov>	Optional
Walker Jr, Robert <Robert.Walker@portlandoregon.gov>	Optional

▲ **Time** 2:30 PM – 4:00 PM
Subject Budget Drop-In Session #3
Location Rm 5B
Show Time As Busy

Attendees

Name <E-mail>	Attendance
Fetters, Mark <Mark.Fetters@portlandoregon.gov>	Organizer
Hajiyev, Elshad <Elshad.Hajiyev@portlandoregon.gov>	Required
O'Brien, Kyle <Kyle.O'Brien@portlandoregon.gov>	Required
Morris, Deborah Sievert <Deborah.SievertMorris@portlandoregon.gov>	Optional
Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Optional


▲ **Time** 3:00 PM – 3:30 PM
Subject Paul and Jeff one on one
Location Director's Conf. Room
Show Time As Busy
 I'm hoping this time works for both of you – after the ITAP Division

Managers meeting.

Leanne
X37937

Attendees	Name <E-mail>	Attendance
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
	Baer, Jeff <Jeff.Baer@portlandoregon.gov>	Required

Wednesday, December 07, 2016

	Time 8:00 AM – 9:30 AM	
	Subject BDS Family Potluck Gathering	
	Location 2500 A/b	
	Show Time As Busy	
	Thank you for all your support at this event!	
Attendees	Name <E-mail>	Attendance
	Poole, Colleen <Colleen.Poole@portlandoregon.gov>	Organizer
	BDS Division & Section Managers <BDS-M&S@portlandoregon.gov>	Required
	Jonak, Ross <Ross.Jonak@portlandoregon.gov>	Optional
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Optional
	Pierce, Christy <Christine.Pierce@portlandoregon.gov>	Optional
	Hajiyev, Elshad <Elshad.Hajiyev@portlandoregon.gov>	Optional
	Sharp, Kathy <Kathy.Sharp@portlandoregon.gov>	Optional
	Morris, Tim <Tim.Morris@portlandoregon.gov>	Optional
	Perkins, Kareen <Kareen.Perkins@portlandoregon.gov>	Optional
	Caron, Ross <Ross.Caron@portlandoregon.gov>	Optional
	Meyer, Cindy <Cindy.Meyer@portlandoregon.gov>	Optional
	Piercy, Janell <Janell.Piercy@portlandoregon.gov>	Optional
	Fettters, Mark <Mark.Fettters@portlandoregon.gov>	Optional

Appleyard, Richard <Richard.Appleyard@portlandoregon.gov>	Optional
Deis, Fred <Fred.Deis@portlandoregon.gov>	Optional
Tallant, Kimberly <Kimberly.Tallant@portlandoregon.gov>	Optional
jimdy2001@gmail.com <jimdy2001@gmail.com>	Optional
Burris, Scott <Scott.Burris@portlandoregon.gov>	Optional
Wolley, Greg <Greg.Wolley@portlandoregon.gov>	Optional
Nickolds, Mitch <Mitch.Nickolds@portlandoregon.gov>	Optional
Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Optional
Morgan, Douglas <Douglas.Morgan@portlandoregon.gov>	Optional

▲ **Time** 9:30 AM – 11:00 AM

Subject Budget Drop-In Session #4

Location Rm 6E

Show Time As Busy

Attendees

Name <E-mail>	Attendance
Fetters, Mark <Mark.Fetters@portlandoregon.gov>	Organizer
Hajiyev, Elshad <Elshad.Hajiyev@portlandoregon.gov>	Required
O'Brien, Kyle <Kyle.O'Brien@portlandoregon.gov>	Required
Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Optional
Morris, Deborah Sievert <Deborah.SievertMorris@portlandoregon.gov>	Optional

▲ **Time** 10:15 AM – 10:30 AM

Subject Paul and Robert one on one

Location Paul's office

Show Time As Busy

Attendees

Name <E-mail>	Attendance
Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Organizer

Walker Jr, Robert
<Robert.Walker@portlandoregon.gov> Required

▲ **Time** 10:30 AM – 11:00 AM
Subject Paul, Ross, Mike, Ed, Elshad, Matt re: PHB Mandatory Rental Inspection proposal for the '17-'18 budget
Location Director's Conf. Room
Show Time As Busy

Attendees

Name <E-mail>	Attendance
Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
Caron, Ross <Ross.Caron@portlandoregon.gov>	Required
Liefeld, Michael <Michael.Liefeld@portlandoregon.gov>	Required
Marihart, Ed <Ed.Marihart@portlandoregon.gov>	Required
Hajiyev, Elshad <Elshad.Hajiyev@portlandoregon.gov>	Required
Grumm, Matt <Matt.Grumm@portlandoregon.gov>	Required

▲ **Time** 11:00 AM – 11:30 AM
Subject Paul and Ross one on one
Location Paul's office
Show Time As Busy

Attendees

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

▲ **Time** 3:00 PM – 4:00 PM
Subject Paul and Dora one on one
Location Paul's office
Recurrence Occurs every 2 week(s) on Wednesday effective 12/7/2016 until 12/7/2016 from 3:00 PM to 4:00 PM
Show Time As Busy
New series every other Wednesday from 3:00 to 4:00 (Pay Week)

beginning 8/19/15.

Attendees	Name <E-mail>	Attendance
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
	Perry, Dora <Dora.Perry@portlandoregon.gov>	Required



Time	8:15 PM – 8:45 PM	
Subject	Disaster Policy Council Meeting	
Location	Conference Bridge: 888-204-5987; access code 9779009#	
Importance	High	
Show Time As	Busy	
Attendees	Name <E-mail>	Attendance
	Merlo, Carmen <Carmen.Merlo@portlandoregon.gov>	Organizer
	Abbate, Mike <Mike.Abbate@portlandoregon.gov>	Required
	Creager, Kurt <Kurt.Creager@portlandoregon.gov>	Required
	Ender, Timur <Timur.Ender@portlandoregon.gov>	Required
	Finn, Brendan <Brendan.Finn@portlandoregon.gov>	Required
	Miller, Fred <Fred.Miller@portlandoregon.gov>	Required
	Hales, Charlie <Charlie.Hales@portlandoregon.gov>	Required
	Jordan, Michael <Mike.Jordan@portlandoregon.gov>	Required
	Kanwit, Anna <Anna.Kanwit@portlandoregon.gov>	Required
	Marshman, Michael <Michael.Marshman@portlandoregon.gov>	Required
	Hull Caballero, Mary <Mary.HullCaballero@portlandoregon.gov>	Required
	Myers, Mike <Mike.J.Myers@portlandoregon.gov>	Required
	Pierce, Tera <Tera.Pierce@portlandoregon.gov>	Required
	Reeve, Tracy <Tracy.Reeve@portlandoregon.gov>	Required
	Saltzman, Dan <Dan.Saltzman@portlandoregon.gov>	Required

Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
Novick, Steve <Steve.Novick@portlandoregon.gov>	Required
Stuhr, Michael <Michael.Stuhr@portlandoregon.gov>	Required
Rinehart, Tom <Tom.Rinehart@portlandoregon.gov>	Required
Treat, Leah <Leah.Treat@portlandoregon.gov>	Required
Turley, Lisa <Lisa.Turley@portlandoregon.gov>	Required
Ball, Kelly <Kelly.Ball@portlandoregon.gov>	Required
Dutt, John <John.Dutt@portlandoregon.gov>	Required
Grumm, Matt <Matt.Grumm@portlandoregon.gov>	Required
Landis, Sarah <Sarah.Landis@portlandoregon.gov>	Required
Williams, Tom <Tom.Williams@portlandoregon.gov>	Required
dansaltzman@comcast.net <dansaltzman@comcast.net>	Optional
Courtney Wilton <cwilton@pps.net>	Optional
Warner, Chris <Chris.Warner@portlandoregon.gov>	Optional

Thursday, December 08, 2016

▲ **Time** 8:00 AM – 5:00 PM
Subject Iclement Weather (Office closed)

▲ **Time** 8:00 PM – 8:30 PM
Subject Disaster Policy Council Meeting
Location Conference Bridge: 888-204-5987; access code 9779009#
Show Time As Tentative

Attendees	Name <E-mail>	Attendance
	Merlo, Carmen <Carmen.Merlo@portlandoregon.gov>	Organizer
	Abbate, Mike <Mike.Abbate@portlandoregon.gov>	Required
	Creager, Kurt <Kurt.Creager@portlandoregon.gov>	Required
	Ender, Timur <Timur.Ender@portlandoregon.gov>	Required

Finn, Brendan <Brendan.Finn@portlandoregon.gov>	Required
Miller, Fred <Fred.Miller@portlandoregon.gov>	Required
Hales, Charlie <Charlie.Hales@portlandoregon.gov>	Required
Jordan, Michael <Mike.Jordan@portlandoregon.gov>	Required
Kanwit, Anna <Anna.Kanwit@portlandoregon.gov>	Required
Marshman, Michael <Michael.Marshman@portlandoregon.gov>	Required
Hull Caballero, Mary <Mary.HullCaballero@portlandoregon.gov>	Required
Myers, Mike <Mike.J.Myers@portlandoregon.gov>	Required
Pierce, Tera <Tera.Pierce@portlandoregon.gov>	Required
Reeve, Tracy <Tracy.Reeve@portlandoregon.gov>	Required
Saltzman, Dan <Dan.Saltzman@portlandoregon.gov>	Required
Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
Novick, Steve <Steve.Novick@portlandoregon.gov>	Required
Stuhr, Michael <Michael.Stuhr@portlandoregon.gov>	Required
Rinehart, Tom <Tom.Rinehart@portlandoregon.gov>	Required
Treat, Leah <Leah.Treat@portlandoregon.gov>	Required
Turley, Lisa <Lisa.Turley@portlandoregon.gov>	Required
Ball, Kelly <Kelly.Ball@portlandoregon.gov>	Required
Dutt, John <John.Dutt@portlandoregon.gov>	Required
Tyree Wilde - NOAA Federal <tyree.wilde@noaa.gov>	Required
Williams, Tom <Tom.Williams@portlandoregon.gov>	Required
Landis, Sarah <Sarah.Landis@portlandoregon.gov>	Required

Patterson, Courtney
<Courtney.Patterson@portlandoregon.gov> Optional

Van Keuren, Jeremy
<Jeremy.VanKeuren@portlandoregon.gov> Optional

Friday, December 09, 2016

▲ **Time** 8:00 AM – 10:00 AM
Subject Inclement Weather (Office open at 10:00 a.m.).

▲ **Time** 11:00 AM – 12:00 PM
Subject Paul and Andy one on one
Location Paul's Office
Show Time As Busy
Rescheduling the 12/13/16 meeting only due to a calendar conflict.

Leanne
X37937

Attendees	Name <E-mail>	Attendance
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
	Peterson, Andy <Andy.Peterson@portlandoregon.gov>	Required

▲ **Time** 12:00 PM – 1:30 PM
Subject BDS Financial Advisory Committee Meeting
Location 4A
Show Time As Busy

Hello All,
You are invited to participate in BDS FY 2017-18 Financial Advisory Committee meetings. BDS is at early stages of FY 2017-18 Budget Development Process and once again the bureau would like to get your expert opinion on the current state, national, and global economic conditions, as well as input on bureau's financial models and forecasts.
The first (kick off) meeting is on Friday, December 9, from 12.00 till 1.30. We'll provide a light lunch. The next meeting will be scheduled in January with 2-3-week advance notice.
The purpose of the first meeting is to get your opinion on the current economic conditions, as well as share with you some of the FY 2015-16 BDS's workload and financial data.
Location: The meeting will be held in the Bureau of Development Services offices located at 1900 SW Fourth Avenue. We are at the intersection of SW Fourth and College/Hall. The meeting will be held on the 4th floor of the 1900 Building, in room 4A.

Parking: There is parking available in the basement of the 1900 Building. We will validate your parking, so be sure to bring your parking tag with you.
 Please feel free to contact me if you have questions or would like any further clarification.
 And we appreciate it if you could confirm your attendance.
 We are looking forward to your insights and input.
 Thank you

Attendees	Name <E-mail>	Attendance
	Hajiyev, Elshad <Elshad.Hajiyev@portlandoregon.gov>	Organizer
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
	Morris, Deborah Sievert <Deborah.SievertMorris@portlandoregon.gov>	Required
	Peterson, Andy <Andy.Peterson@portlandoregon.gov>	Required
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
	Perry, Dora <Dora.Perry@portlandoregon.gov>	Required
	Caron, Ross <Ross.Caron@portlandoregon.gov>	Required
	Nickolds, Mitch <Mitch.Nickolds@portlandoregon.gov>	Required
	Le, Doug <Doug.Le@portlandoregon.gov>	Required
	Harwood, Josh <Josh.Harwood@portlandoregon.gov>	Required
	O'Brien, Kyle <Kyle.O'Brien@portlandoregon.gov>	Required
	Galinat, Ray <Ray.Galinat@portlandoregon.gov>	Required
	Branam, Kimberly <BranamK@pdc.us>	Required
	Douglas, Justin <DouglasJ@pdc.us>	Required
	Fetters, Mark <Mark.Fetters@portlandoregon.gov>	Required
	Grumm, Matt <Matt.Grumm@portlandoregon.gov>	Required
	Lemler, Seth <Seth.Lemler@portlandoregon.gov>	Optional
	Peterson, Duane <DUANE.PETERSON@portlandoregon.gov>	Optional
	Abuaf, Lisa <AbuafL@pdc.us>	Optional



Time 2:30 PM – 3:00 PM
Subject Paul and Janell one on one
Location Paul's Office
Show Time As Busy
Rescheduling the 12/7/16 meeting to 2:30 on Friday, 12/9/16.

Leanne
X37937

Attendees	Name <E-mail>	Attendance
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
	Piercy, Janell <Janell.Piercy@portlandoregon.gov>	Required
