

---

## Scarlett, Paul Calendar

Monday, December 19, 2016 – Sunday, December 25, 2016

---

### December 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	<a href="#">19</a>	<a href="#">20</a>	<a href="#">21</a>	<a href="#">22</a>	<a href="#">23</a>	<a href="#">24</a>
<a href="#">25</a>	26	27	28	29	30	31

---

### December 2016

---

#### ▲ Mon, Dec 19

- 8:30 AM – 9:30 AM [Equity in Motion: Topic - The Equity & Inclusion Team presents BDS 5-year Racial Equity Plan](#)  
2500A  
Torgerson, Leanne
- 9:30 AM – 10:30 AM [Leanne Torgerson \(Executive Assistant\) one on one](#)  
Paul's Office  
Torgerson, Leanne
- 11:00 AM – 12:00 PM [Deborah Sievert Morris \(Business Operations & Finance Services Manager\) one on one](#)  
Paul's Office  
Torgerson, Leanne
- 2:30 PM – 3:00 PM [Paul Scarlett, Melvin Oden-Orr \(Hearings Officer\) coffee meeting](#)  
Meet in the 1900 Building lobby to walk to Starbucks (6th and Jackson)  
Torgerson, Leanne
- 4:30 PM – 6:30 PM [Technology Oversight Committee meeting - March-December 2016](#)  
Portland Building (1120 SW 5th Ave), 4th floor, Bubble Conference Room  
Clodius, Jen

---

#### ▲ Tue, Dec 20

- 8:45 AM – 9:00 AM [Jason Butler-Brown \(Bureau Equity Committee Chair\) re: Equity](#)  
Paul's Office  
Torgerson, Leanne
- 9:30 AM – 11:00 AM [BDS Leadership Team \(April 2016 - Jan. 2017\)](#)  
2500B  
Torgerson, Leanne

- 11:30 AM – 1:00 PM [BDS Budget Advisory Committee](#)  
1900 SW 4th Ave., 2nd Floor, Room 2500A  
Fetters, Mark
  - 2:45 PM – 3:15 PM [HR Issue](#)  
Paul's Office  
Torgerson, Leanne
  - 3:30 PM – 4:15 PM [Laurie Levý \(ITAP Manager\) one on one](#)  
Paul's Office  
Torgerson, Leanne
- 

▲ **Wed, Dec 21**

- 9:00 AM – 10:00 AM [LMC Subcommittee - 12/16 Reschedule](#)  
2500B  
Storey, Oretha
  - 10:15 AM – 11:15 AM [Ross Caron \(Public Information & Enforcement Services Manager\) one on one](#)  
Paul's office  
Torgerson, Leanne
  - 11:15 AM – 11:30 AM [Greg Wolley \(Training & Workforce Development Manager\) re: hiring request](#)  
Paul's office  
Torgerson, Leanne
  - 11:30 AM – 12:00 PM [Janell Piercy \(Residential Inspections Manager\) one on one](#)  
Paul's Office  
Torgerson, Leanne
  - 2:00 PM – 5:00 PM [Out](#)
- 

▲ **Thu, Dec 22**

- All Day [Vacation \(Return 1/3/17\)](#)
- 

▲ **Fri, Dec 23**

- All Day [Vacation \(Return 1/3/17\)](#)
- 

Details

---

**Monday, December 19, 2016**

---

- ▲ **Time** 8:30 AM – 9:30 AM  
**Subject** Equity in Motion: Topic - The Equity & Inclusion Team presents BDS 5-year Racial Equity Plan  
**Location** 2500A  
**Show Time As** Busy

<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

▲ **Time** 9:30 AM – 10:30 AM

**Subject** Paul and Leanne one on one

**Location** Paul's Office

**Show Time As** Busy

<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

▲ **Time** 11:00 AM – 12:00 PM

**Subject** Paul and Deborah one on one

**Location** Paul's Office

**Show Time As** Busy

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

▲ **Time** 2:30 PM – 3:00 PM

**Subject** Paul Scarlett, Melvin Oden-Orr coffee meeting

**Location** Meet in the 1900 Building lobby to walk to Starbucks (6th and Jackson)

**Show Time As** Busy

<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
	Oden-Orr, Melvin <Melvin.Oden-Orr@portlandoregon.gov>	Required

▲ **Time** 4:30 PM – 6:30 PM

**Subject** TOC meeting - March-December 2016

**Location** Portland Building (1120 SW 5th Ave), 4th floor, Bubble Conference Room

**Show Time As** Busy

<b>Attendees</b>	<b>Name &lt;E-mail&gt;</b>	<b>Attendance</b>
	Clodius, Jen <Jen.Clodius@portlandoregon.gov>	Organizer
	Musson, Dean <Dean.Musson@portlandoregon.gov>	Required
	Cliff Smith <cliff@caseassociates.com>	Required
	Wilf Pinfold <wilfred.pinfold@gmail.com>	Required
	Cooperman, Jennifer <Jennifer.Cooperman@portlandoregon.gov>	Required
	Grumm, Matt <Matt.Grumm@portlandoregon.gov>	Required
	bottsd@gmail.com <bottsd@gmail.com>	Required
	Nixon, Rick <Rick.Nixon@portlandoregon.gov>	Required
	Bauer, Dan <Dan.Bauer@portlandoregon.gov>	Required
	Morley, Murrell <Murrell.Morley@portlandoregon.gov>	Required
	ken@theneubauers.org <ken@theneubauers.org>	Required
	Braaten, Jane <Jane.Braaten@portlandoregon.gov>	Required
	Baer, Jeff <Jeff.Baer@portlandoregon.gov>	Required
	Le, Doug <Doug.Le@portlandoregon.gov>	Required
	Fox, Beth <Beth.Fox@portlandoregon.gov>	Required
	David Sharon <daves@caseassociates.com>	Required
	Ball, Kelly <Kelly.Ball@portlandoregon.gov>	Required
	Salazar, Ida <Ida.Salazar@portlandoregon.gov>	Required
	Smith, Ralph <Ralph.Smith@portlandoregon.gov>	Required
	Chu, Quang <Quang.Chu@portlandoregon.gov>	Required
	Brune, Carol <Carol.Brune@portlandoregon.gov>	Required

Paidhrin, Christopher <Christopher.Paidhrin@portlandoregon.gov>	Required
Bristol, Elonda <Elonda.Bristol@portlandoregon.gov>	Required
Neubauer, Terre <Terre.Neubauer_del@portlandoregon.gov>	Required
Appleyard, Richard <Richard.Appleyard@portlandoregon.gov>	Required
Koch, Kathy <Kathy.Koch@portlandoregon.gov>	Required
Donaldson, Joel <Joel.Donaldson@portlandoregon.gov>	Required
Levy, Laurie <Laurie.Levy@portlandoregon.gov>	Required
joshmitch@gmail.com <joshmitch@gmail.com>	Required
Sponsel, Rebecca <Rebecca.Sponsel@portlandoregon.gov>	Required
Nichols, Lee <Lee.Nichols@portlandoregon.gov>	Required
Shervey, Julie <Julie.Shervey@portlandoregon.gov>	Required
ITAP Planning <ITAPTeam@portlandoregon.gov>	Optional
Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Optional
Berg, David <David.Berg@portlandoregon.gov>	Optional
Rosenberg, Elyse <Elyse.Rosenberg@portlandoregon.gov>	Optional
Nath, Satish <Satish.Nath@portlandoregon.gov>	Optional
Diamond, Aaron <Aaron.Diamond@portlandoregon.gov>	Optional
Caron, Ross <Ross.Caron@portlandoregon.gov>	Optional
Ananda, Archanaa <Archanaa.Ananda@portlandoregon.gov>	Optional
Marchbanks, Phillip	Optional

<Phillip.Marchbanks@portlandoregon.gov>

DeLozier, Cindy <Cindy.DeLozier@portlandoregon.gov> Optional

---

**Tuesday, December 20, 2016**

---

▲ **Time** 8:45 AM – 9:00 AM  
**Subject** Paul and Jason Butler-Brown re: Equity  
**Location** Paul's Office  
**Show Time As** Busy

<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
	Butler-Brown, Jason <Jason.Butler-Brown@portlandoregon.gov>	Required

---

▲ **Time** 9:30 AM – 11:00 AM  
**Subject** BDS Leadership Team (April 2016 - Jan. 2017)  
**Location** 2500B  
**Show Time As** Busy  
Updating the length of the 12/20/16 Leadership Team meeting only – shortening by 30 minutes. The meeting is scheduled from 9:30 to 11:00 a.m. in 2500B. Agenda to follow this afternoon. See you tomorrow at 9:30!

<b>Attendees</b>	<b>Name &lt;E-mail&gt;</b>	<b>Attendance</b>
	Leanne X37937 Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	BDS Division & Section Managers <BDS-M&S@portlandoregon.gov>	Required
	Garcia, Tony <Tony.Garcia@portlandoregon.gov>	Required
	Whitehill, Terry <Terry.Whitehill@portlandoregon.gov>	Required
	Kraut, Lory <Lory.Kraut@portlandoregon.gov>	Required
	Meyer, Cindy <Cindy.Meyer@portlandoregon.gov>	Required

Pierce, Christy <Christine.Pierce@portlandoregon.gov>	Required
Levy, Laurie <Laurie.Levy@portlandoregon.gov>	Required
Lewis, Lynda <Lynda.Lewis@portlandoregon.gov>	Required
Jonak, Ross <Ross.Jonak@portlandoregon.gov>	Optional
Appleyard, Richard <Richard.Appleyard@portlandoregon.gov>	Optional
Morris, Deborah Sievert <Deborah.SievertMorris@portlandoregon.gov>	Optional
Peterson, Andy <Andy.Peterson@portlandoregon.gov>	Optional
Tallant, Kimberly <Kimberly.Tallant@portlandoregon.gov>	Optional
Fetters, Mark <Mark.Fetters@portlandoregon.gov>	Optional
Caron, Ross <Ross.Caron@portlandoregon.gov>	Optional
Rozzell, Matt <Matthew.Rozzell@portlandoregon.gov>	Optional
Perkins, Kareen <Kareen.Perkins@portlandoregon.gov>	Optional
Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Optional
Fioravanti, Kara <Kara.Fioravanti@portlandoregon.gov>	Optional
Sponsel, Rebecca <Rebecca.Sponsel@portlandoregon.gov>	Optional
Deis, Fred <Fred.Deis@portlandoregon.gov>	Optional
Morris, Tim <Tim.Morris@portlandoregon.gov>	Optional
Piercy, Janell <Janell.Piercy@portlandoregon.gov>	Optional
Sharp, Kathy <Kathy.Sharp@portlandoregon.gov>	Optional
Hardy, Douglas <Douglas.Hardy@portlandoregon.gov>	Optional
Hajiyev, Elshad <Elshad.Hajiyev@portlandoregon.gov>	Optional
Perry, Dora <Dora.Perry@portlandoregon.gov>	Optional

Marihart, Ed <Ed.Marihart@portlandoregon.gov>	Optional
Liefeld, Michael <Michael.Liefeld@portlandoregon.gov>	Optional
Nickolds, Mitch <Mitch.Nickolds@portlandoregon.gov>	Optional
Grenda, Jill <Jill.Grenda@portlandoregon.gov>	Optional
Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Optional
Morgan, Douglas <Douglas.Morgan@portlandoregon.gov>	Optional
Wolley, Greg <Greg.Wolley@portlandoregon.gov>	Optional




---


**Time** 11:30 AM – 1:00 PM  
**Subject** BDS Budget Advisory Committee  
**Location** 1900 SW 4th Ave., 2nd Floor, Room 2500A  
**Show Time As** Busy

<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
	Caron, Ross <Ross.Caron@portlandoregon.gov>	Required
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
	Nickolds, Mitch <Mitch.Nickolds@portlandoregon.gov>	Required
	Peterson, Andy <Andy.Peterson@portlandoregon.gov>	Required
	Perry, Dora <Dora.Perry@portlandoregon.gov>	Required
	Hajiyev, Elshad <Elshad.Hajiyev@portlandoregon.gov>	Required
	O'Brien, Kyle <Kyle.O'Brien@portlandoregon.gov>	Required
	Grumm, Matt <Matt.Grumm@portlandoregon.gov>	Required
	Le, Doug <Doug.Le@portlandoregon.gov>	Required



Andre Baugh <Andre@groupagb.com>	Required
bkarnes@reachcdc.org <bkarnes@reachcdc.org>	Required
Carder, Claire <claire.s.carder@odot.state.or.us>	Required
Scherzcarder <schertzcarder@comcast.net>	Required
Schneider, Joe <joe.schneider@skanska.com>	Required
Cristina Palacios <crisrina@oregoncat.org>	Required
Steward, Susan <susan@bomaoregon.org>	Required
Myrick, Charles <Charles.Myrick@portlandoregon.gov>	Required
Torres, Raul <Raul.Torres@portlandoregon.gov>	Required
Tallant, Kimberly <Kimberly.Tallant@portlandoregon.gov>	Required
Whiteside, Rachel <Rachel.Whiteside@portlandoregon.gov>	Required
Piercy, Janell <Janell.Piercy@portlandoregon.gov>	Required
Denney, Ariana <Ariana.Denney@portlandoregon.gov>	Optional
Liefeld, Michael <Michael.Liefeld@portlandoregon.gov>	Optional
Marihart, Ed <Ed.Marihart@portlandoregon.gov>	Optional
Galinat, Ray <Ray.Galinat@portlandoregon.gov>	Optional

---

	<b>Time</b>	2:45 PM – 3:15 PM	
	<b>Subject</b>	HR Issue	
	<b>Location</b>	Paul's Office	
	<b>Show Time As</b>	Busy	
	<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
		Sharp, Kathy <Kathy.Sharp@portlandoregon.gov>	Required

---

**Time** 3:30 PM – 4:15 PM  
**Subject** Paul and Laurie one on one  
**Location** Paul's Office  
**Show Time As** Busy  
 Laurie – Paul is delayed by about 15 minutes.....hope you can come at 3:30 instead.

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

---

**Wednesday, December 21, 2016**

---

**Time** 9:00 AM – 10:00 AM  
**Subject** LMC Subcommittee - 12/16 Reschedule  
**Location** 2500B  
**Importance** High  
**Show Time As** Busy  
 Please let me know as soon as possible if you cannot make this "special" LMC Subcommittee meeting – which was rescheduled due to weather related work delays.

<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
	Jones, Connie <Connie.Jones@portlandoregon.gov>	Required
	Partch, Priscilla <Priscilla.Partch@portlandoregon.gov>	Required
	Perry, Dora <Dora.Perry@portlandoregon.gov>	Required
	Quattlebaum, Brian <Brian.Quattlebaum@portlandoregon.gov>	Required
	Whiteside, Rachel <Rachel.Whiteside@portlandoregon.gov>	Required
	Morris, Deborah Sievert <Deborah.SievertMorris@portlandoregon.gov>	Required

Sharp, Kathy <Kathy.Sharp@portlandoregon.gov> Required

---

▲ **Time** 10:15 AM – 11:15 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** 11:15 AM – 11:30 AM  
**Subject** Paul and Greg re: hiring request  
**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
Wolley, Greg <Greg.Wolley@portlandoregon.gov>	Required

---

▲ **Time** 11:30 AM – 12:00 PM  
**Subject** Paul and Janell one on one  
**Location** Paul's Office  
**Recurrence** Occurs every 2 week(s) on Wednesday effective 12/21/2016 until 12/21/2016 from 11:30 AM to 12:00 PM  
**Show Time As** Busy  
I'll set up a monthly meeting series starting in February 2017. Let me know if this time works. I'd be glad to look further, if necessary.

Leanne  
X37937

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** 2:00 PM – 5:00 PM  
**Subject** Out  
**Show Time As** Busy

---

**Thursday, December 22, 2016**

▲ **Time** 12/22/2016 12:00 AM – 12/26/2016 12:00 AM  
**Subject** Vacation (Return 1/3/17)  
**Show Time As** Out of Office

---

**Friday, December 23, 2016**

▲ **Time** 8:00 AM – 5:00 PM Vacation  
**Subject** Reserved - Office work, return phone calls, email, check in with staff.  
**Recurrence** Occurs every Friday effective 12/23/2016 until 12/23/2016 from 8:00 AM to 5:00 PM  
**Show Time As** Busy  
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.

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

---