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## Scarlett, Paul Calendar

Monday, February 27, 2017 – Sunday, March 05, 2017

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February 2017							March 2017						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4			<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	
5	6	7	8	9	10	11	<u>5</u>	6	7	8	9	10	11
12	13	14	15	16	17	18	12	13	14	15	16	17	18
19	20	21	22	23	24	25	19	20	21	22	23	24	25
26	<u>27</u>	<u>28</u>					26	27	28	29	30	31	

### February 2017

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#### ▲ Mon, Feb 27

- 8:30 AM – 9:30 AM [Equity in Motion \[EIM\] - the Legacy of Vanport](#)  
2500A  
Singh-Ji, Hakim
  - 10:00 AM – 11:00 AM [Leanne Torgerson \(Executive Assistant\) one on one](#)  
Paul's Office  
Torgerson, Leanne
  - 11:00 AM – 12:00 PM [Mitch Nickolds \(Inspection Services Manager\) one on one](#)  
Paul's Office  
Torgerson, Leanne
  - 2:15 PM – 3:15 PM [Deborah Sievert Morris \(Business Operations & Finance Services Manager\) one on one](#)  
Paul's Office  
Torgerson, Leanne
- 

#### ▲ Tue, Feb 28

- 10:30 AM – 12:00 PM [2017 Senior Managers Meeting](#)  
BDS Conf 5e (10)  
Torgerson, Leanne
  - 2:00 PM – 2:30 PM [Jay Shoemaker \(Plan Review Manager\) one on one](#)  
deli  
BDS Leadership Team
  - 3:00 PM – 3:45 PM [Parks Maintenance Facility Project/Delta Park - Conditional Use](#)  
Parks Conf - TPB 13th Fl Eastbank Conf Rm  
McGuire, Lauren
-

▲ **Wed, Mar 1**

- 9:00 AM – 10:00 AM [Andy Peterson \(Plan Review & Permitting Services Manager\), Rebecca Esau \(Principal Planner\) re: Mayor's Memo on Affordable Housing](#)  
Director's Conf. Room  
Torgerson, Leanne
  - 10:00 AM – 10:30 AM [Ross Caron \(Public Information & Enforcement Services Manager\) one on one](#)  
Paul's office  
Torgerson, Leanne
  - 11:15 AM – 11:30 AM [Janell Piercy \(Residential Inspections Manager\) one on one](#)  
Paul's Office  
Torgerson, Leanne
  - 11:30 AM – 12:00 PM [Laurie Levý \(Portland Online Permitting System Manager\) one on one](#)  
Paul's Office  
Torgerson, Leanne
  - 12:30 PM – 1:30 PM [Marshall Runkel \(Commissioner Eudaly's Office\) to attend the Portland Design Commission Retreat](#)  
2020 SW 4th, CH2M, Lincoln Room  
Torgerson, Leanne
  - 1:30 PM – 3:00 PM [Labor-Management Committee Meeting](#)  
1900 building, Conference room 2500 A  
Storey, Oretha
- 

▲ **Thu, Mar 2**

- 11:30 AM – 1:00 PM [Bureau Directors Meeting](#)  
Lovejoy Room, City Hall  
Rinehart, Tom
  - 1:45 PM – 2:30 PM [Leanne Torgerson \(Executive Assistant\) one on one](#)  
Paul's Office  
Torgerson, Leanne
  - 2:30 PM – 3:00 PM [Colleen Poole \(Customer Service/Outreach Coordinator\), Jay Shoemaker \(Plan Review Manager\) at Plan Review Section Meeting](#)  
5A  
Torgerson, Leanne
- 

▲ **Fri, Mar 3**

- 8:45 AM – 9:00 AM [Tim Morris \(Residential Inspections](#)

- [Manager\) to introduce new employee](#)  
Paul's Office  
Torgerson, Leanne
- 9:00 AM – 9:30 AM [Janell Piercy \(Residential Inspections Manager\) cont'd one on one](#)  
Paul's Office  
Scarlett, Paul
- 10:00 AM – 10:30 AM [Yvonne Mumford \(Land Use Services staff\) one on one](#)  
Paul's Office  
Torgerson, Leanne
- 10:30 AM – 11:00 AM [Mike Liefeld \(Enforcement Program Manager\), Ed Marihart \(Neighborhood Inspections Manager\) re: Housing Inspectors who obtain inspection certifications](#)  
Director's Conf. Room  
Torgerson, Leanne
- 11:00 AM – 11:30 AM [Elshad Hajiyev \(Finance Manager\) to join Paul and Dora Perry one on one re: Spring BMP positions](#)  
Director's Conf. Room  
Torgerson, Leanne
- 11:00 AM – 12:00 PM [Dora Perry \(Equity & Policy Manager\) one on one](#)  
Paul's office  
Torgerson, Leanne
- 2:30 PM – 3:00 PM [HR Issue](#)  
Paul's Office  
Torgerson, Leanne

Details

- ▲ **Time** 8:30 AM – 9:30 AM  
**Subject** Equity in Motion [EIM] - the Legacy of Vanport  
**Location** 2500A  
**Show** Busy  
**Time As**
- | <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                               | <b>Attendance</b> |
|------------------|--|-------------------|
|                  | Singh-Ji, Hakim <Hakim.Singh-Ji@portlandoregon.gov>      | Organizer         |
|                  | Maris, Peter <Peter.Maris@portlandoregon.gov>            | Required          |
|                  | BDS Equity Committee Members <BDSECM@portlandoregon.gov> | Required          |

BDS Events Calendar <BDSEventsCal@portlandoregon.gov>	Required
Perry, Dora <Dora.Perry@portlandoregon.gov>	Required
Morris, Deborah Sievert <Deborah.SievertMorris@portlandoregon.gov>	Optional
Parke, Diane <Diane.Parke@portlandoregon.gov>	Optional
Bhutani, Puja <Puja.Bhutani@portlandoregon.gov>	Optional
Lehman, Laura <Laura.Lehman@portlandoregon.gov>	Optional
Walker Jr, Robert <Robert.Walker@portlandoregon.gov>	Optional
Langi, Norma <Norma.Langi@portlandoregon.gov>	Optional
Piercy, Janell <Janell.Piercy@portlandoregon.gov>	Optional
Jonak, Ross <Ross.Jonak@portlandoregon.gov>	Optional
Hale, Diane <Diane.Hale@portlandoregon.gov>	Optional
Ngene, Krystal <Krystal.Ngene@portlandoregon.gov>	Optional
Schneider, Jennifer <Jennifer.Schneider@portlandoregon.gov>	Optional
Chan, Betty <Betty.Chan@portlandoregon.gov>	Optional
Thorington, Nancy <Nancy.Thorington@portlandoregon.gov>	Optional
Suico, Theresa <Theresa.Suico@portlandoregon.gov>	Optional
Rhoads, Amanda <Amanda.Rhoads@portlandoregon.gov>	Optional

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▲ **Time** 10:00 AM – 11:00 AM  
**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** 11:00 AM – 12:00 PM  
**Subject** Paul and Mitch one on one  
**Location** Paul's Office  
**Show Time** Busy  
**As**  
To reschedule the 2/22/17 meeting only to 2/27/17 due to a calendar conflict.

Leanne

**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

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▲ **Time** 2:15 PM – 3:15 PM  
**Subject** Paul and Deborah one on one  
**Location** Paul's Office  
**Recurrence** Occurs every Monday effective 2/27/2017 until 2/27/2017 from 2:15 PM to 3:15 PM  
**Show Time** Busy  
**As**  
Moving the time back to 2:15 due to Commissioner meeting.

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

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**Tuesday, February 28, 2017**

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▲ **Time** 10:30 AM – 12:00 PM  
**Subject** 2017 Senior Managers Meeting  
**Location** BDS Conf 5e (10)  
**Show Time** Busy  
**As**  
This series is for the 2017 Senior Managers meeting for the 4th Tuesday of each month through December 2017.

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
	Nickolds, Mitch <Mitch.Nickolds@portlandoregon.gov>	Optional
	Caron, Ross <Ross.Caron@portlandoregon.gov>	Optional
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Optional
	Peterson, Andy <Andy.Peterson@portlandoregon.gov>	Optional
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Optional
	Perry, Dora <Dora.Perry@portlandoregon.gov>	Optional

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▲ **Time** 2:00 PM – 2:30 PM

**Subject** meet up for Jay S and Paul

**Location** Sunny's Deli

**Show** Busy

**Time As**

<b>Attendees</b>	<b>Name &lt;E-mail&gt;</b>	<b>Attendance</b>
	BDS Leadership Team <BDSLeadershipTeam@portlandoregon.gov>	Organizer
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
	Shoemaker, Jay <Jay.Shoemaker@portlandoregon.gov>	Required
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Optional

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▲ **Time** 2:00 PM – 4:00 PM

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▲ **Time** 3:00 PM – 3:45 PM

**Subject** Parks Maintenance Facility Project/Delta Park -  
Conditional Use

**Location** Parks Conf - TPB 13th Fl Eastbank Conf Rm

**Show Time** Busy

**As**

The purpose of this meeting is to discuss the land use approval process (Conditional Use Type 2) for the Urban Forestry Maintenance Facility Project taking place at Delta Park and other future maintenance facility related projects.

<b>Attendees</b>	<b>Name &lt;E-mail&gt;</b>	<b>Attendance</b>
	McGuire, Lauren <Lauren.McGuire@portlandoregon.gov>	Organizer
	Abbate, Mike <Mike.Abbate@portlandoregon.gov>	Required
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
	Horner, Brett <Brett.Horner@portlandoregon.gov>	Required
	Villalvazo, Ramiro	Required

<Ramiro.Villalvazo@portlandoregon.gov>

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

Hardy, Douglas Required  
<Douglas.Hardy@portlandoregon.gov>

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**Wednesday, March 01, 2017**

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▲ **Time** 9:00 AM – 10:00 AM  
**Subject** Paul, Andy, Rebecca re: Mayor's Memo on Affordable Housing  
**Location** Director's Conf. Room  
**Show Time** Busy  
**As**  
**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
Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required

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▲ **Time** 10:00 AM – 10:30 AM  
**Subject** Paul and Ross one on one  
**Location** Paul's office  
**Recurrence** Occurs every 2 week(s) on Wednesday effective 3/1/2017 until 3/1/2017 from 10:00 AM to 10:30 AM  
**Show Time** Busy  
**As**  
When: Occurs every 2 weeks on Wednesday effective 3/19/2014 from 10:00 AM to 10:30 AM (UTC-08:00) Pacific Time (US & Canada).  
Where: Paul's office  
  
Note: The GMT offset above does not reflect daylight saving time adjustments.

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Attendees	Name <E-mail>	Attendance
	Torgerson, Leanne	Organizer



<Leanne.Torgerson@portlandoregon.gov>

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

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

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▲ **Time** 11:15 AM – 11:30 AM

**Subject** Paul and Janell one on one

**Location** Paul's Office

**Show Time** Busy

**As**

This meeting series is for the 1st Wed. of each month at 11:00 beginning in February 2017. We can update as needed.

Leanne  
X37937

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

Torgerson, Leanne Organizer  
<Leanne.Torgerson@portlandoregon.gov>

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

Piercy, Janell Required  
<Janell.Piercy@portlandoregon.gov>

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▲ **Time** 11:30 AM – 12:00 PM

**Subject** Paul and Laurie one on one

**Location** Paul's Office

**Recurrence** Occurs every 2 week(s) on Wednesday effective 3/1/2017 until 3/1/2017 from 11:30 AM to 12:00 PM

**Show Time** Busy

**As**

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

Torgerson, Leanne Organizer  
<Leanne.Torgerson@portlandoregon.gov>

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

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

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▲ **Time** 12:30 PM – 1:30 PM  
**Subject** Paul and Marshall to attend the Portland Design Commission Retreat  
**Location** 2020 SW 4th, CH2M, Lincoln Room  
**Importance** High  
**Show Time** Busy  
**As**  
Marshall –

I just wanted to make sure this is on your calendar and you knew the location. The retreat is from 1:30 to 4:30 - Paul will only be attend for the first 45 to 60 minutes (due to the LMC meeting at 1:30) but you are welcome to stay for as long as you want. I understand that Commissioner Eudaly will not be able to attend due to City Council.

Design/Historic Resources Manager Kara Fioravanti will be preparing some talking points for you and Paul – hopefully sometime today.

The retreat will be held at the CH2M Center at 2020 SW 4th (2 doors down from the 1900 Building) in the Lincoln Room (past the security desk on the left if you enter the building on 4th).

Please let us know if you have questions or concerns.

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
	Runkel, Marshall <Marshall.Runkel@portlandoregon.gov>	Required
	Fioravanti, Kara <Kara.Fioravanti@portlandoregon.gov>	Required

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▲ **Time** 1:30 PM – 3:00 PM  
**Subject** Labor-Management Committee Meeting  
**Location** 1900 building, Conference room 2500 A  
**Show** Busy

**Time As**

BDS LMC meeting occurs on the first Wednesday of every month from 1:30 p.m. to 3:00 p.m. in BDS Conference Room 2500A.

Updated members list below as of 11/02/16:

**Labor:**

**COPPEA (PTE 17)**

Lisa Buellesbach, Union Member, Engineering  
Priscilla Partch, COPPEA Representative, Permitting Services  
Kathleen Stokes, Union Member, LUS Title 33  
Rachel Whiteside, COPPEA President, Technology  
Advancement Project and LMC Co-Chair, (Co-Chair since 06/30/14; COPPEA President since 08/01/15)  
Breah Pike-Salas, Union Member, LUS Planning & Zoning

**IBEW, Local 48**

Brian Crise, Union Steward, Commercial Inspections

**AFSCME, Local 189**

Connie Jones, Chapter Chair, Plan Review  
Jeff Donnelly, Union Member, Facility Permit Program  
Brian Quattlebaum, Union Steward, Facility Permit Program  
Laura Duvall, Union Member, Land Use Services  
John Duran, Union Member, Finance

**U.A. Local Union No. 290**

McKenzie James, Union Member, Commercial Inspections

**Non- Represented Members**

Lisa Dibert, Compliance Services  
Lisa Gill, ITAP

**Management:**

Rebecca Esau, Land Use Services Manager  
Mitch Nickolds, Inspection Services Manager  
Dora Perry, BDS Equity & Policy Manager  
Andy Peterson, Plan Review & Permitting Services Manager  
Paul Scarlett, Bureau Director & LMC Co-Chair, (Co-Chair since 7/7/05)  
Deborah Sievert Morris, Business Operations & Finance Services  
Tim Morris, Residential Inspections Manager  
Ross Caron, Public Information & Enforcement Services Manager  
Mike Liefeld, Enforcement Program Manager  
Elshad Hajiyev, Budget & Finance Manager

**Attendees Name <E-mail>**

Storey, Oretha  
<Oretha.Storey@portlandoregon.gov>

**Attendance**

Organizer

Whiteside, Rachel <Rachel.Whiteside@portlandoregon.gov>	Required
Pike-Salas, Breah <Breah.Pike-Salas@portlandoregon.gov>	Required
Crise, Brian <Brian.Crise@portlandoregon.gov>	Required
Duvall, Laura <Laura.DuVall@portlandoregon.gov>	Required
James, Mc Kenzie <McKenzie.James@portlandoregon.gov>	Required
Dibert, Lisa <Lisa.Dibert@portlandoregon.gov>	Required
Gill, Lisa <Lisa.Gill@portlandoregon.gov>	Required
Nickolds, Mitch <Mitch.Nickolds@portlandoregon.gov>	Required
Scarlett, Paul <Paul.Scarlett@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
Buellesbach, Lisa <Lisa.Buellesbach@portlandoregon.gov>	Required
Partch, Priscilla <Priscilla.Partch@portlandoregon.gov>	Required
Stokes, Kathleen <Kathleen.Stokes@portlandoregon.gov>	Required
Jones, Connie <Connie.Jones@portlandoregon.gov>	Required
Donnelly, Jeff <Jeff.Donnelly@portlandoregon.gov>	Required

Quattlebaum, Brian <Brian.Quattlebaum@portlandoregon.gov>	Required
Duran, John <John.Duran@portlandoregon.gov>	Required
Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
Perry, Dora <Dora.Perry@portlandoregon.gov>	Required
Morris, Deborah Sievert <Deborah.SievertMorris@portlandoregon.gov>	Required
Sharp, Kathy <Kathy.Sharp@portlandoregon.gov>	Required
Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Required
Peterson, Andy <Andy.Peterson@portlandoregon.gov>	Required
Bowles, Amy <amy@pte17.org>	Optional
Christensen, Pat <christensen@ua290.org>	Optional
Grumm, Matt <Matt.Grumm@portlandoregon.gov>	Optional
Hammond, Donna <Donna.Hammond@IBEW48.com>	Optional
Wheaton, Rob <rwheaton@oregonafscme.com>	Optional
Runkel, Marshall <Marshall.Runkel@portlandoregon.gov>	Optional

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**Thursday, March 02, 2017**

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▲ **Time** 11:30 AM – 1:00 PM  
**Subject** Bureau Directors Meeting  
**Location** Lovejoy Room, City Hall  
**Recurrence** Occurs the first Thursday of every 1 month(s) effective 3/2/2017 until 3/2/2017 from 11:30 AM to 1:00 PM

**Show Time** Busy

**As**

Monthly Bureau Directors meeting series for the calendar year 2017.

Thank you,  
Katy Schnoor  
Director's Executive Assistant for  
CAO and CFO  
City of Portland, OR | Office of Management and Finance  
503.823.5160 | Katy.Schnoor@PortlandOregon.gov  
<mailto:Katy.Schnoor@PortlandOregon.gov>

<b>Attendees</b>	<b>Name &lt;E-mail&gt;</b>	<b>Attendance</b>
	Rinehart, Tom <Tom.Rinehart@portlandoregon.gov>	Organizer
	City Bureau Directors <CitywideBurDirDistList@portlandoregon.gov>	Required
	Scott, Andrew <Andrew.Scott@portlandoregon.gov>	Optional
	Miller, Fred <Fred.Miller@portlandoregon.gov>	Optional
	Merlo, Carmen <Carmen.Merlo@portlandoregon.gov>	Optional
	Anderson, Susan <Susan.Anderson@portlandoregon.gov>	Optional
	Creager, Kurt <Kurt.Creager@portlandoregon.gov>	Optional
	Clayton, Letimya <Letimya.Clayton@portlandoregon.gov>	Optional
	Turley, Lisa <Lisa.Turley@portlandoregon.gov>	Optional
	Branam, Kimberly <BranamK@pdc.us>	Optional
	Braaten, Jane <Jane.Braaten@portlandoregon.gov>	Optional
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Optional
	Marshman, Michael <Michael.Marshman@portlandoregon.gov>	Optional

Hutchison, Sam <Sam.Hutchison@portlandoregon.gov>	Optional
Baer, Jeff <Jeff.Baer@portlandoregon.gov>	Optional
Jordan, Michael <Mike.Jordan@portlandoregon.gov>	Optional
Abbate, Mike <Mike.Abbate@portlandoregon.gov>	Optional
Enge, Bryant <Bryant.Engel@portlandoregon.gov>	Optional
Reeve, Tracy <Tracy.Reeve@portlandoregon.gov>	Optional
Pellegrino, Martha <Martha.Pellegrino@portlandoregon.gov>	Optional
James, Dante <Dante.James@portlandoregon.gov>	Optional
Kanwit, Anna <Anna.Kanwit@portlandoregon.gov>	Optional
Moore, Janice <Janice.Moore@portlandoregon.gov>	Optional

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▲ **Time** 1:45 PM – 2:30 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** 2:30 PM – 3:00 PM

**Subject** Paul, Colleen, Jay at Plan Review Section Meeting  
**Location** 5A  
**Show Time** Busy

**As**

This is an opportunity for Paul to join the Plan Review Section Meeting on 3/2/17 at 2:30. Colleen will be attending with Paul.

Thanks,  
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
	Poole, Colleen <Colleen.Poole@portlandoregon.gov>	Required
	Shoemaker, Jay <Jay.Shoemaker@portlandoregon.gov>	Required

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### Friday, March 03, 2017

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▲ **Time** 8:45 AM – 9:00 AM  
**Subject** Paul, Tim 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
	Morris, Tim <Tim.Morris@portlandoregon.gov>	Required

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▲ **Time** 9:00 AM – 9:30 AM  
**Subject** Paul and Janell cont'd one on one  
**Location** Paul's Office  
**Show Time** Busy  
**As**

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

Piercy, Janell  
<Janell.Piercy@portlandoregon.gov> Required

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▲ **Time** 10:00 AM – 10:30 AM

**Subject** Paul and Yvonne one on one

**Location** Paul's Office

**Show Time** Busy

**As**  
Rescheduling to 3/3/17.

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
	Mumford, Yvonne <Yvonne.Mumford@portlandoregon.gov>	Required

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▲ **Time** 10:30 AM – 11:00 AM

**Subject** Paul, Mike, Ed re: Housing Inspectors who obtain inspection certs

**Location** Director's Conf. Room

**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
	Liefeld, Michael <Michael.Liefeld@portlandoregon.gov>	Required
	Marihart, Ed <Ed.Marihart@portlandoregon.gov>	Required
	Caron, Ross	Optional

<Ross.Caron@portlandoregon.gov>

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▲ **Time** 11:00 AM – 11:30 AM  
**Subject** Elshad to join Paul and Dora one on one re: Spring BMP positions  
**Location** Director's Conf. Room  
**Show Time** Busy  
**As**  
Elshad will join Paul and Dora's one on one re: Spring BMP positions. I've scheduled 30 minutes but it may take less time.

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

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▲ **Time** 11:00 AM – 12:00 PM  
**Subject** Paul and Dora one on one  
**Location** Paul's office  
**Show Time** Busy  
**As**  
Rescheduling the 3/1/17 meeting to Friday, 3/3/17 at 11:00.

<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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▲ **Time** 2:30 PM – 3:00 PM  
**Subject** HR Issue  
**Location** Paul's Office

**Show Time** Busy  
As

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