
Scarlett, Paul Calendar

Monday, March 20, 2017 – Sunday, March 26, 2017

March 2017

Su Mo Tu We Th Fr Sa

			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

March 2017

▲ Mon, Mar 20

- 8:30 AM – 9:30 AM [Equity in Motion - Stories from the Field: BDS Enforcement Program Staff Share Their Stories](#)
2500A
Torgerson, Leanne
 - 11:00 AM – 12:00 PM [Commissioner Eudaly Check-in w/Paul Scarlett](#)
Comm. Eudaly's Office
Eudaly, Chloe
 - 2:00 PM – 2:15 PM [Paul, Deborah, Greg W, re: Revising PDP Policy \(\\$ and hours allocated for each employee\)](#)
Director's Conf. Room
Torgerson, Leanne
 - 2:15 PM – 3:15 PM [Paul and Deborah one on one](#)
Paul's Office
Torgerson, Leanne
 - 2:30 PM – 3:00 PM [Paul, Deborah, Steve, Megan, Josiah, Will re: Status of Housing Inspectors/ Inspection Certifications](#)
Director's Conf. Room
Torgerson, Leanne
-

▲ Tue, Mar 21

- 9:00 AM – 10:00 AM [Paul and Leanne one on one](#)
Paul's Office
Torgerson, Leanne
- 10:45 AM – 11:15 AM [BDS Budget Presentation](#)
Council Chambers
Torgerson, Leanne
- 2:00 PM – 3:00 PM [Technology Executive Steering Committee](#)

[Meeting](#)

Portland Building, Room B, 2nd Floor
Abiodun, Tosin

▲ **Wed, Mar 22**

- 9:00 AM – 10:00 AM [Short-Term Rentals: Audit Entrance Meeting](#)
1900 SW 4th Ave, 5th floor - BDS Director's Conf. Room
Choephel, Tenzin
 - 10:30 AM – 11:00 AM [Deborah Sievert Morris \(Business Operations & Finance Services Manager\), Rafael Colon \(Trust & Communication Facilitator\) Conference Call](#)
Paul, Deborah to call Rafael at (360) 239-5244
Torgerson, Leanne
 - 11:00 AM – 11:30 AM [Ross Caron \(Public Information & Enforcement Services\) one on one](#)
Paul's Office
Torgerson, Leanne
 - 2:15 PM – 3:15 PM [Andy Peterson \(Plan Review & Permitting Services Manager\) one on one](#)
Paul's Office
Torgerson, Leanne
-

▲ **Thu, Mar 23**

- 9:50 AM – 10:00 AM [Kara Fioravanti \(Land Uses Manager\) re: DOZA](#)
Paul's Office
Torgerson, Leanne
- 10:00 AM – 10:30 AM [Laurie Levý \(Portland Online Permitting System Manager\), Jeff Baer \(Chief Technology Officer\) Check-in](#)
Paul's Office
Baer, Jeff
- 1:00 PM – 1:45 PM [DOZA with BPS/BDS/Wheeler/Eudaly](#)
Mayor's Office
Wood, Sandra
- 2:00 PM – 2:30 PM [Building Official's Meeting](#)
Director's Conference Room
Ruark, Donna
- 2:30 PM – 3:00 PM [Colleen Poole \(Customer Services & Outreach Coordinator\), Doug Morgan \(Engineering Plan Review Manager\), Amit Kumar \(Senior Structural Engineer\) at Structural Engineering Section Meeting](#)
BDS Conf 6G

Torgerson, Leanne

▲ **Fri, Mar 24**

- 8:45 AM – 9:00 AM [Connie Jones \(Plan Review staff\) one on one](#)
Paul's Office
Torgerson, Leanne
 - 9:00 AM – 10:00 AM [LMC Hiring Subcommittee Meeting](#)
5b
Storey, Oretha
 - 10:00 AM – 10:30 AM [Brief BDS Director on Bureau Equity Committee](#)
Director's Conf. Room
Torgerson, Leanne
 - 10:30 AM – 10:45 AM [Jason Butler-Brown \(Site Development staff\) one on one](#)
Paul's Office
Torgerson, Leanne
 - 11:00 AM – 11:15 AM [Terry Whitehill \(Building Official\) re: Trailer Park \(Compliance Case\) equity](#)
Paul's Office
Torgerson, Leanne
-

Details

- ▲ **Time** 8:30 AM – 9:30 AM
Subject Equity in Motion - Stories from the Field: BDS Enforcement Program Staff Share Their Stories
Location 2500A
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
 - ▲ **Time** 11:00 AM – 12:00 PM
Subject Check-in w/Paul Scarlett
Location Comm. Eudaly's Office
-

Recurrence Occurs every 2 week(s) on Monday effective 3/20/2017 until 3/20/2017 from 11:00 AM to 12:00 PM

Show Time Busy

As

Attendees	Name <E-mail>	Attendance
	Eudaly, Chloe <Chloe.Eudaly@portlandoregon.gov>	Organizer
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required

▲ **Time** 2:00 PM – 2:15 PM

Subject Paul, Deborah, Greg W, re: Revising PDP Policy (\$ and hours allocated for each employee)

Location Director's Conf. Room

Show Busy

Time As

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
	Wolley, Greg <Greg.Wolley@portlandoregon.gov>	Required
	Edwards, Adrienne <Adrienne.Edwards@portlandoregon.gov>	Optional

▲ **Time** 2:15 PM – 3:15 PM

Subject Paul and Deborah one on one

Location Paul's Office

Recurrence Occurs every Monday effective 3/20/2017 until 3/20/2017 from 2:15 PM to 3:15 PM

Show Time Busy

As

Moving the time back to 2:15 due to Commissioner meeting.

Attendees	Name <E-mail>	Attendance
	Leanne Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer

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

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

▲ **Time** 2:30 PM – 3:00 PM

Subject Paul, Deborah, Steve, Megan, Josiah, Will re: Status of
Housing Inspectors/ Inspection Certifications

Location Director's Conf. Room

Show Busy

Time As

Hi, All –

I'm not sure this time will work for Steve? His calendar is blocked out during this time but I wanted to try to get this meeting on everyone's calendars. Other possibilities for a 30-minute meeting with Paul and Deborah are: Wed, 3/22 at 3:00 or Friday, 3/24/17 at 8:30. Paul will be on vacation the following week.

I'd be glad to reschedule this meeting, if necessary.

Best regards,
Leanne
X37937

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
	Kass, Steven <Steven.Kass@portlandoregon.gov>	Required
	Greenauer, Megan <Megan.Greenauer@portlandoregon.gov>	Required
	Broomfield, Josiah <Josiah.Broomfield@portlandoregon.gov>	Required
	Morita, Will <William.Morita@portlandoregon.gov>	Required

Tuesday, March 21, 2017

▲ **Time** 9:00 AM – 10:00 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

▲ **Time** 10:45 AM – 11:15 AM
Subject BDS Budget Presentation
Location Council Chambers
Show Time Busy
Time As
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
Hajiyev, Elshad <Elshad.Hajiyev@portlandoregon.gov>	Required

▲ **Time** 2:00 PM – 3:00 PM
Subject TESC Meeting
Location Portland Building, Room B, 2nd Floor
Show Time Busy
As
New series for the Technology Executive Steering Committee meetings.
Attendees

Name <E-mail>	Attendance
Abiodun, Tosin	Organizer

<Tosin.Abiodun@portlandoregon.gov>	
Storm, Janet <Janet.Storm@portlandoregon.gov>	Required
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
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
Moore, Janice <Janice.Moore@portlandoregon.gov>	Optional
Creager, Kurt <Kurt.Creager@portlandoregon.gov>	Optional
Raschke, Glenn <Glenn.Raschke@portlandoregon.gov>	Optional

Martin, Kevin <Kevin.Martin@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 <Alissa.Mahar@portlandoregon.gov>	Optional
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
Silverman, Kip <Kip.Silverman@portlandoregon.gov>	Optional
Davis, Chris <Chris.Davis@portlandoregon.gov>	Optional
Levy, Laurie <Laurie.Levy@portlandoregon.gov>	Optional

Wednesday, March 22, 2017

▲ **Time** 9:00 AM – 10:00 AM
Subject Short-Term Rentals: Audit Entrance Meeting

Location 1900 SW 4th Ave, 5th floor - BDS Director's Conf. Room

Show Busy

Time As

Attendees	Name <E-mail>	Attendance
	Choephel, Tenzin <Tenzin.Choephel@portlandoregon.gov>	Organizer
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
	Liefeld, Michael <Michael.Liefeld@portlandoregon.gov>	Required
	Morris, Deborah Sievert <Deborah.SievertMorris@portlandoregon.gov>	Required
	Kahn, Drummond <Drummond.Kahn@portlandoregon.gov>	Required
	Scott, Jennifer <Jennifer.Scott@portlandoregon.gov>	Required
	Fercak, Alexandra <Alexandra.Fercak@portlandoregon.gov>	Required

▲ **Time** 10:30 AM – 11:00 AM

Subject Paul, Deborah, Rafael Conference Call

Location Paul, Deborah to call Rafael at (360) 239-5244

Show Busy

Time As

This is to confirm the 30-minute Conference Call with Paul, Deborah, and Rafael prior to the Leadership Team Trust and Communication Training scheduled on 4/4/17.

I'm hoping the phone number listed above is the correct number for Paul and Deborah to call - let me know if there is a better number for them to call.

Warm regards,
Leanne
503.823.7937

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

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

Rafael Colon (rafaelcolon@comcast.net) Required
<rafaelcolon@comcast.net>

▲ **Time** 11:00 AM – 11:30 AM
Subject Updated: Paul and Ross one on one
Location Paul's Office
Recurrence Occurs every 2 week(s) on Wednesday effective 3/22/2017 until 3/22/2017 from 11:00 AM to 11:30 AM
Show Time Busy
As
When: Occurs every 2 weeks on Wednesday effective 3/12/2014 from 11:00 AM to 11:30 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 <Leanne.Torgerson@portlandoregon.gov>	Organizer
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
	Caron, Ross <Ross.Caron@portlandoregon.gov>	Required

▲ **Time** 2:15 PM – 3:15 PM
Subject Paul and Andy one on one
Location Paul's Office
Show Time Busy
As
Rescheduling 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

Thursday, March 23, 2017

▲ **Time** 9:50 AM – 10:00 AM
Subject Paul and Kara re: DOZA
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
Fioravanti, Kara <Kara.Fioravanti@portlandoregon.gov>	Required

▲ **Time** 10:00 AM – 10:30 AM
Subject Paul S/Laurie Check-in
Location Paul's Office
Show Time Busy
As
Attendees

Name <E-mail>	Attendance
Baer, Jeff <Jeff.Baer@portlandoregon.gov>	Organizer
Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
Levy, Laurie <Laurie.Levy@portlandoregon.gov>	Required

▲ **Time** 1:00 PM – 1:45 PM
Subject DOZA with BPS/BDS/Wheeler/Eudaly
Location Mayor's Office
Show Time Busy
As
All –

The Mayor and BPS have a regular check-in at this time.
Please join us for 45 minutes to discuss DOZA.

Agenda to come.
Thanks,
Sandra

Attendees	Name <E-mail>	Attendance
	Wood, Sandra <Sandra.Wood@portlandoregon.gov>	Organizer
	Scarlett, Paul <Paul.Scarlett@portlandoregon.gov>	Required
	Lillard, Lora <Lora.Lillard@portlandoregon.gov>	Required
	Runkel, Marshall <Marshall.Runkel@portlandoregon.gov>	Required
	Chisek, Kyle <Kyle.Chisek@portlandoregon.gov>	Required
	Anderson, Susan <Susan.Anderson@portlandoregon.gov>	Required
	Fioravanti, Kara <Kara.Fioravanti@portlandoregon.gov>	Required
	Zehnder, Joe <Joe.Zehnder@portlandoregon.gov>	Required

▲ **Time** 2:00 PM – 2:30 PM
Subject Building Official's Meeting
Location Director's Conference Room
Show Time Busy

As
Agenda items:

1. Legislative update - Nancy Thorington
- 2.
3. ADU's as Condo's: Are there different review or inspection requirements – Andy Peterson

Attendees	Name <E-mail>	Attendance
	Ruark, Donna <Donna.Ruark@portlandoregon.gov>	Organizer
	Morgan, Douglas <Douglas.Morgan@portlandoregon.gov>	Required
	Rozzell, Matt	Required

<Matthew.Rozzell@portlandoregon.gov>

Whitehill, Terry Required
<Terry.Whitehill@portlandoregon.gov>

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

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

Kumar, Amit Required
<Amit.Kumar@portlandoregon.gov>

Thorington, Nancy Optional
<Nancy.Thorington@portlandoregon.gov>

Scholte, Cassandra Optional
<Cassandra.Scholte@portlandoregon.gov>

▲ **Time** 2:30 PM – 3:00 PM
Subject Paul, Colleen, Doug, Amit at Structural Engineering Section Meeting
Location BDS Conf 6G
Show Time Busy
As
This is an opportunity for Paul to join the Structural Engineering Section Meeting on 3/23/17 at 2:30. Colleen will be attending with Paul.

Thanks,
Leanne

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
	Morgan, Douglas <Douglas.Morgan@portlandoregon.gov>	Required
	Kumar, Amit <Amit.Kumar@portlandoregon.gov>	Required

Friday, March 24, 2017

▲ **Time** 8:45 AM – 9:00 AM
Subject Paul and Connie one on one
Location Paul's Office

Show Time Busy
As

Connie – Paul mention that you had requested a 15-minute meeting with him. Does this Friday at 8:45 work?

Leanne
X37937

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

▲ **Time** 9:00 AM – 10:00 AM
Subject LMC Hiring Subcommittee Meeting
Location 5b
Recurrence Occurs every 2 week(s) on Friday effective 3/24/2017 until 3/24/2017 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 2017.

I have reserved Conference Room 5B for all of these dates.
The 2017 LMC Hiring Subcommittee meeting dates are:

January 13 and 27
February 10 and 24
March 10 and 24
April 7 and 21
May 5 and 19
June 2, 16 and 30
July 14, and 28
August 11 and 25
September 8 and 22
October 6 and 20
November 5 and 17

December 1, 15, 29

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

Thank you.

Oretha Storey, x35764

LMC Support backup - Kathy Robertson, x37358

Attendees	Name <E-mail>	Attendance
	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
	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
	Wolley, Greg <Greg.Wolley@portlandoregon.gov>	Optional
	Edwards, Adrienne <Adrienne.Edwards@portlandoregon.gov>	Optional
	Lewis, Lynda <Lynda.Lewis@portlandoregon.gov>	Optional

▲ **Time** 10:00 AM – 10:30 AM
Subject Brief BDS Director on BEC
Location Director's Conf. Room
Show Busy
Time As
Rescheduling this occurrence only due to a calendar conflict.

Best,
Leanne
X37937

Attendees	Name <E-mail>	Attendance
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	Perry, Dora <Dora.Perry@portlandoregon.gov>	Required
	Morris, Deborah Sievert <Deborah.SievertMorris@portlandoregon.gov>	Required
	Thorington, Nancy <Nancy.Thorington@portlandoregon.gov>	Required
	Butler-Brown, Jason <Jason.Butler-Brown@portlandoregon.gov>	Required
	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
	Butler-Brown, Jason <Jason.Butler-Brown@portlandoregon.gov>	Required

▲ **Time** 10:30 AM – 10:45 AM
Subject Paul and Jason B. 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

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

▲ **Time** 11:00 AM – 11:15 AM
Subject Paul and Terry re: Trailer Park (Compliance Case) equity
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
Whitehill, Terry <Terry.Whitehill@portlandoregon.gov>	Required
