
Esau, Rebecca Calendar

Monday, September 04, 2017 – Sunday, September 10, 2017

September 2017

Su Mo Tu We Th Fr Sa

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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

September 2017

▲ Mon, Sep 4

■ All Day [holiday](#)

▲ Tue, Sep 5

- 8:30 AM – 9:00 AM [Dave Austin \(Interim Communications Manager\) one on one](#)
Rebecca's Office
Torgerson, Leanne
- 9:00 AM – 10:00 AM [Dave Austin \(Interim Communications Manager\), Dora Perry \(Equity & Policy Manager\) meeting](#)
Director's Office
Torgerson, Leanne
- 10:00 AM – 11:00 AM [BDS and Moss Adams \(Elshad Hajiyev \(Interim Business Operations & Finance Services Manager\), Keith Simovic Moss Adams staff\) re: the Comprehensive Annual Financial Report \(CAFR\)](#)
1900 SW 4th Ave, 5th floor, Director's Conf. Room
Torgerson, Leanne
- 11:00 AM – 12:00 PM [Leanne Torgerson \(Executive Assistant\), Colleen Poole \(Customer Service & Outreach Coordinator\) meeting](#)
Rebecca's Office
Torgerson, Leanne
- 1:00 PM – 2:30 PM [BDS Inspection Limitation impacts meeting](#)
CH2M (2020 SW Fourth Avenue), Lincoln Room
Poole, Colleen
- 2:30 PM – 3:30 PM [Elshad Hajiyev \(Interim Business Operations & Finance Services Manager\) one on one](#)

Rebecca's Office
Torgerson, Leanne

▲ **Wed, Sep 6**

- 9:00 AM – 10:00 AM [Andy Peterson \(Plan Review & Permitting Services Manager\) one on one](#)
Rebecca's Office
Torgerson, Leanne
 - 10:00 AM – 10:30 AM [Ross Caron \(Public Information & Enforcement Services Manager\) one on one](#)
Rebecca's Office
Torgerson, Leanne
 - 10:30 AM – 11:00 AM [Dora Perry \(Equity & Policy Manager\), Puja Bhutani \(Land Use Services staff\) re: Equity](#)
Rebecca's conference room
Poole, Colleen
 - 11:00 AM – 11:30 PM [Dora Perry \(Equity & Policy Manager\) one on one](#)
Rebecca's Office
Torgerson, Leanne
 - 11:30 AM – 12:00 PM [BEC to brief BDS Director](#)
Director's Conf. Room
Torgerson, Leanne
 - 1:30 PM – 3:00 PM [Labor-Management Committee Meeting](#)
CH2M Lincoln Room
Storey, Oretha
 - 3:00 PM – 4:00 PM [Kim Tallant \(Interim Principal Planner\) one on one](#)
Rebecca's Office
Torgerson, Leanne
 - 4:00 PM – 5:00 PM [Kim Tallant \(Interim Principal Planner\) continued](#)
 - At 5:00 PM [Dave Austin \(Interim Communications Manager\) meeting](#)
-

▲ **Thu, Sep 7**

- 8:00 AM – 8:30 AM [travel](#)
- 8:30 AM – 9:00 AM [Major Projects Work Session Presentation Prep](#)
OMF, Conf 12 Vista Rm (10)
Rinehart, Tom
- 9:00 AM – 9:30 AM [travel](#)
- 10:00 AM – 10:30 AM [Ross Caron \(Public Information & Enforcement Services Manager\), Elshad Hajiyev \(Interim Business Operations & Finance Services Manager\), Mitch Nickolds \(Inspection Services Manager\), Andy Peterson \(Plan Review & Permitting Services Manager\), Kim Tallant \(Interim Principal Planner\) re: BDS votes related to POPS](#)

- 11:30 AM – 1:00 PM

 Director's Conf. Room
 Torgerson, Leanne
[Bureau Directors Meeting](#)
 Lovejoy Room, City Hall
 Rinehart, Tom
 - 1:30 PM – 2:00 PM

[Call Carol about reference check for Nicole Pexton](#)
 - 2:00 PM – 2:30 PM

[Dave Austin \(Interim Communications Manager\), Colleen Poole \(Customer Service & Outreach Coordinator\), Andy Truong \(Community Outreach Information Rep.\), Theresa Suico \(Technology Team\) re: Portland Maps Video \(You Tube\)](#)
 Director's Conf. Room
 Torgerson, Leanne
 - 2:30 PM – 3:30 PM

[Leanne Torgerson \(Executive Assistant\), Colleen Poole \(Customer Service & Outreach Coordinator\) meeting](#)
 Rebecca's Office
 Torgerson, Leanne
-

▲ **Fri, Sep 8**

- 8:45 AM – 9:00 AM

[Kareen Perkins \(Permitting Services Manager\) to introduce 6 new employees](#)
 Rebecca's office
 Torgerson, Leanne
 - 9:00 AM – 10:00 AM

[LMC Hiring Subcommittee Meeting](#)
 5b
 Storey, Oretha
 - 10:00 AM – 10:30 AM

[Ross Caron \(Public Information & Enforcement Services Manager\), Mieke Keenan \(Code & Policy Analyst\), Hakim Singh-Ji \(Equity staff\), Dora Perry \(Equity & Policy Manager\), Priscilla Partch \(Cannabis Lead\) re: Cannabis Equity Project](#)
 Director's Conf Room
 Torgerson, Leanne
 - 10:30 AM – 11:00 AM

[Dan Coté check in](#)
 Rebecca's office
 Esau, Rebecca
-

Details

Monday, September 04, 2017

- ▲ **Time** All Day
 - Subject** holiday
 - Show Time As** Out of Office
-

Tuesday, September 05, 2017

▲ **Time** 8:30 AM – 9:00 AM
Subject Rebecca and Dave one on one
Location Rebecca's Office
Show Time As Busy
Dave –

I'll be scheduling a recurring weekly meeting series (not sure what day/time yet) but wanted to get this first one on your calendars.

Have a great week-end! And see you Tuesday.

Leanne
X37937

Attendees	Name <E-mail>	Attendance
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
	Austin, David <David.Austin@portlandoregon.gov>	Required

▲ **Time** 9:00 AM – 10:00 AM
Subject Rebecca, Dave, Dora meeting
Location Director's Office
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
	Austin, David <David.Austin@portlandoregon.gov>	Required
	Perry, Dora <Dora.Perry@portlandoregon.gov>	Required


▲ **Time** 10:00 AM – 11:00 AM
Subject BDS and Moss Adams (Rebecca Esau, Elshad Hajiyev, Keith Simovic) re: the Comprehensive Annual Financial Report (CAFR)
Location 1900 SW 4th Ave, 5th floor, Director's Conf. Room
Show Time As Busy
Background information - the Bureau of Revenue and Financial Services Accounting Division is responsible for the preparation of the annual Comprehensive Annual Financial Report (CAFR), which is audited by Moss Adams. This is the time of year when Moss Adams is on-site working on the CAFR audit. One of the procedures they must perform each year is meeting with various managers and executives around the City to make inquiries regarding fraud risk. These fraud


inquiry meetings are required by auditing standards. The audit manager, Keith Simovic, would like to meet with you for half an hour at our office.

Keith – Please check-in at the 5th floor reception when you arrive. Feel free to contact me should something come up between now and the 5th.

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>

Attendees	Name <E-mail>	Attendance
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
	Hajiyev, Elshad <Elshad.Hajiyev@portlandoregon.gov>	Required
	Keith Simovic <Keith.Simovic@mossadams.com>	Required

	Time 11:00 AM – 12:00 PM	
	Subject Rebecca, Leanne, and Colleen meeting	
	Location Rebecca's Office	
	Show Time As Busy	
	Attendees	
	Name <E-mail>	Attendance
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	Poole, Colleen <Colleen.Poole@portlandoregon.gov>	Required
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required

	Time 1:00 PM – 2:30 PM	
	Subject BDS Inspection Limitation impacts meeting	
	Location CH2M (2020 SW Fourth Avenue), Lincoln Room	
	Show Time As Busy	
	Thank you again for agreeing to meet with BDS staff regarding the inspection limitation process. Director Rebecca Esau and Commissioner Eudaly continue to hear concerns about the new	

inspection limitations scheduling procedures.

The meeting is to hear directly from the construction industry representatives and to learn of the impacts on productivity and determine ways to successfully eliminate problems created by our current process. There will be industry representatives from large, mid-size, and small commercial and residential projects at the meeting.

If you have questions, please contact me directly.

Thank you,
Colleen
Colleen Poole, Bureau of Development Services
Public Information & Enforcement Services Division, Customer Service
and Outreach Coordinator
503.823.7889

Attendees	Name <E-mail>	Attendance
	Poole, Colleen <Colleen.Poole@portlandoregon.gov>	Organizer
	Landerson@tcco.com <Landerson@tcco.com>	Required
	jeff@fishconstructionnw.com <jeff@fishconstructionnw.com>	Required
	Joe@shelter-solutions.net <Joe@shelter-solutions.net>	Required
	Nickolds, Mitch <Mitch.Nickolds@portlandoregon.gov>	Required
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
	Piercy, Janell <Janell.Piercy@portlandoregon.gov>	Required
	Morris, Tim <Tim.Morris@portlandoregon.gov>	Required
	Meyer, Cindy <Cindy.Meyer@portlandoregon.gov>	Required
	Wright, Larry <Larry.Wright@portlandoregon.gov>	Required
	Disciascio, Joe <Joe.Disciascio@portlandoregon.gov>	Required
	Caron, Ross <Ross.Caron@portlandoregon.gov>	Required

▲ **Time** 2:30 PM – 3:30 PM
Subject Rebecca and Elshad one on one
Location Rebecca's Office
Show Time As Busy
Rescheduling this occurrence only – due to the holiday.

Attendees

Name <E-mail>	Attendance
Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
Hajiyev, Elshad <Elshad.Hajiyev@portlandoregon.gov>	Required

Wednesday, September 06, 2017

▲ **Time** 8:00 AM – 9:00 AM
Subject work on presentation for the 12th
Show Time As Busy

▲ **Time** 8:30 AM – 9:00 AM
Subject Certify timesheets
Recurrence Occurs every 2 week(s) on Wednesday effective 9/6/2017 until 9/6/2017 from 8:30 AM to 9:00 AM
Show Time As Busy

▲ **Time** 9:00 AM – 10:00 AM
Subject Rebecca and Andy one on one
Location Rebecca's Office
Recurrence Occurs every 2 week(s) on Wednesday effective 9/6/2017 until 9/6/2017 from 9:00 AM to 10:00 AM
Show Time As Busy

Attendees

Name <E-mail>	Attendance
Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
Peterson, Andy <Andy.Peterson@portlandoregon.gov>	Required

▲ **Time** 10:00 AM – 10:30 AM
Subject Rebecca and Ross one on one
Location Rebecca's Office
Recurrence Occurs every Wednesday effective 9/6/2017 until 9/6/2017 from 10:00 AM to 10:30 AM
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
	Caron, Ross <Ross.Caron@portlandoregon.gov>	Required

▲ **Time** 10:30 AM – 11:00 AM
Subject Rebecca, Dora, and Puja re: Equity
Location Rebecca's conference room
Show Time As Busy
 Puja – Hopefully this time will work for you. Let me know if you need it rescheduled.

Thanks,
 Colleen

Attendees	Name <E-mail>	Attendance
	Poole, Colleen <Colleen.Poole@portlandoregon.gov>	Organizer
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
	Perry, Dora <Dora.Perry@portlandoregon.gov>	Required
	Bhutani, Puja <Puja.Bhutani@portlandoregon.gov>	Required

▲ **Time** 11:00 AM – 11:30 PM
Subject Rebecca and Dora one on one
Location Rebecca's Office
Recurrence Occurs the first Wednesday of every 1 month(s) effective 9/6/2017 until 9/6/2017 from 11:00 AM to 12:00 PM
Show Time As Busy
 1st and 3rd Wed from 11:00 to noon. This series is for the 1st Wed.

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

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

▲ **Time** 11:30 AM – 12:00 PM
Subject BEC to brief BDS Director
Location Director's Conf. Room
Recurrence Occurs the first Wednesday of every 1 month(s) effective 9/6/2017 until 9/6/2017 from 11:30 AM to 12:00 PM
Show Time As Busy
New Series.

Attendees

Name <E-mail>	Attendance
Leanne Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
Perry, Dora <Dora.Perry@portlandoregon.gov>	Required
Thorington, Nancy <Nancy.Thorington@portlandoregon.gov>	Required
Butler-Brown, Jason <Jason.Butler-Brown@portlandoregon.gov>	Required
Parke, Diane <Diane.Parke@portlandoregon.gov>	Required
Strong, Robert <Robert.Strong@portlandoregon.gov>	Required
Hajiyev, Elshad <Elshad.Hajiyev@portlandoregon.gov>	Required

▲ **Time** 1:30 PM – 3:00 PM
Subject Labor-Management Committee Meeting
Location CH2M Lincoln Room
Show Time As Busy
BDS LMC meeting occurs on the first Wednesday of every month from 1:30 p.m. to 3:00 p.m. in CH2M Lincoln Room, until further notice.

Updated members list below as of 09/06/2017:
Labor:
COPPEA (PTE 17)
Lisa Buellesbach, Union Member, Engineering Plan Review
Priscilla Partch, COPPEA Representative, Permitting Services, LMC Co-Chair, (Co-Chair since 8/2017)
Elizabeth Duncan, Union Member, LUS Records Management
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
Laura Duvall, Union Member, LUS Records Management
John Duran, Union Member, Budget & Finance

U.A. Local Union No. 290
McKenzie James, Union Member, Commercial Inspections

Non- Represented Members
Lisa Dibert, Compliance Services
Lisa Gill, Portland Online Permitting System (POPS)

Management:
Kimberly Tallant, Interim Land Use Services Manager
Mitch Nickolds, Inspection Services Manager
Dora Perry, BDS Equity & Policy Manager
Andy Peterson, Plan Review & Permitting Services Manager
Rebecca Esau, Interim Bureau Director & LMC Co-Chair, (Co-Chair since 4/2017)
Elshad Hajiyev, Interim Business Operations & Finance Services Manager
Tim Morris, Residential Inspections Manager
Ross Caron, Public Information & Enforcement Services Manager
Mike Liefeld, Enforcement Program Manager

LMC Support:
Oretha Storey

Attendees	Name <E-mail>	Attendance
	Storey, Oretha <Oretha.Storey@portlandoregon.gov>	Organizer
	Buellesbach, Lisa <Lisa.Buellesbach@portlandoregon.gov>	Required
	Partch, Priscilla <Priscilla.Partch@portlandoregon.gov>	Required
	Jones, Connie <Connie.Jones@portlandoregon.gov>	Required
	Donnelly, Jeff <Jeff.Donnelly@portlandoregon.gov>	Required
	Duran, John <John.Duran@portlandoregon.gov>	Required
	Perry, Dora <Dora.Perry@portlandoregon.gov>	Required
	Sharp, Kathy <Kathy.Sharp@portlandoregon.gov>	Required

Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Required
Tallant, Kimberly <Kimberly.Tallant@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
Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
Nickolds, Mitch <Mitch.Nickolds@portlandoregon.gov>	Required
Peterson, Andy <Andy.Peterson@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
Alanna Hein <heinconsultinggroup@gmail.com>	Required
Russell, Lauren <Lauren.Russell@portlandoregon.gov>	Required
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

Cowen, Crystle <Crystle.Cowen@portlandoregon.gov> Optional

Whiteside, Rachel <Rachel@pte17.org> Optional

▲ **Time** 3:00 PM – 4:00 PM
Subject Rebecca and Kim one on one
Location Rebecca's Office
Show Time As Busy
Kim – Rebecca has a calendar conflict so I moved this occurrence to Wed, 9/6/17 after LMC. Another option is Tues, 9/5/17 at 11:00 but it looks like you have a conflict? Let me know if this day/time does not work for you and I'll look for another time.

Leanne
X37937

Attendees	Name <E-mail>	Attendance
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
	Tallant, Kimberly <Kimberly.Tallant@portlandoregon.gov>	Required

▲ **Time** 4:00 PM – 5:00 PM
Subject Kim continued
Show Time As Busy

▲ **Time** At 5:00 PM
Subject meeting with Dave Austin
Show Time As Busy

Thursday, September 07, 2017

▲ **Time** 8:00 AM – 8:30 AM
Subject travel
Show Time As Busy

▲ **Time** 8:30 AM – 9:00 AM
Subject Major Projects Work Session Presentation Prep
Location OMF, Conf 12 Vista Rm (10)
Show Time As Busy

Meeting: Major Projects Work Session Presentation Prep.

If you have questions please contact Jamie Waltz or Betsy Ames.

Thank you,
Kimberely
X35160

Attendees	Name <E-mail>	Attendance
	Rinehart, Tom <Tom.Rinehart@portlandoregon.gov>	Organizer
	Waltz, Jamie <Jamie.Waltz@portlandoregon.gov>	Required
	Summers-McGee, Serilda <Serilda.Summers-McGee@portlandoregon.gov>	Required
	Rust, Ken <Ken.Rust@portlandoregon.gov>	Required
	Ames, Betsy <Betsy.Ames@portlandoregon.gov>	Required
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
	Dutt, John <John.Dutt@portlandoregon.gov>	Required
	Howard, Alexandra <Alexandra.Howard@portlandoregon.gov>	Required
	Ball, Kelly <Kelly.Ball@portlandoregon.gov>	Optional
	Braaten, Jane <Jane.Braaten@portlandoregon.gov>	Optional

▲ **Time** 9:00 AM – 9:30 AM
Subject travel
Show Time As Busy

▲ **Time** 10:00 AM – 10:30 AM
Subject Rebecca, Ross, Elshad, Mitch, Andy, Kim re: BDS votes related to POPS
Location Director's Conf. Room
Show Time As Busy
Moved start time to 10:00 due to a calendar conflict.

Attendees	Name <E-mail>	Attendance
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
	Caron, Ross <Ross.Caron@portlandoregon.gov>	Required

Hajiyev, Elshad <Elshad.Hajiyev@portlandoregon.gov> Required
 Nickolds, Mitch <Mitch.Nickolds@portlandoregon.gov> Required
 Peterson, Andy <Andy.Peterson@portlandoregon.gov> Required
 Tallant, Kimberly <Kimberly.Tallant@portlandoregon.gov> Required

▲ **Time** 11:30 AM – 1:00 PM
Subject FW: Bureau Directors Meeting
Location Lovejoy Room, City Hall
Recurrence Occurs the first Thursday of every 1 month(s) effective 9/7/2017 until 9/7/2017 from 11:30 AM to 1:00 PM
Show Time As Busy
 Rebecca - Just to get this on your calendar.

Leanne

-----Original Appointment-----

From: Rinehart, Tom
 Sent: Wednesday, November 02, 2016 9:02 AM
 To: Rinehart, Tom; City Bureau Directors; St. Helen, Lisa
 Cc: Scott, Andrew; Merlo, Carmen; Anderson, Susan; Creager, Kurt; Clayton, Letimya; Branam, Kimberly; Braaten, Jane; Scarlett, Paul; Marshman, Michael; Hutchison, Sam; Baer, Jeff; Jordan, Michael; Abbate, Mike; Enge, Bryant; Reeve, Tracy; Pellegrino, Martha; James, Dante; Kanwit, Anna; Moore, Janice; Ocken, Julie; Treat, Leah; Ames, Betsy; Alarcon Morris, Amalia; Landis, Sarah; Edwards, Elizabeth; Chatman, Rich; Wells, Kristin
 Subject: Bureau Directors Meeting
 When: Occurs the first Thursday of every 1 month(s) effective 1/5/2017 until 12/31/2017 from 11:30 AM to 1:00 PM (UTC-08:00) Pacific Time (US & Canada).
 Where: Lovejoy Room, City Hall

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>

Attendees	Name <E-mail>	Attendance
	Rinehart, Tom <Tom.Rinehart@portlandoregon.gov>	Organizer

Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
City Bureau Directors <CitywideBurDirDistList@portlandoregon.gov>	Required
St. Helen, Lisa <Lisa.StHelen@portlandoregon.gov>	Required
Scott, Andrew <Andrew.Scott@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
Branam, Kimberly <BranamK@prosperportland.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
Ocken, Julie <Julie.Ocken@portlandoregon.gov>	Optional
Treat, Leah <Leah.Treat@portlandoregon.gov>	Optional
Ames, Betsy <Betsy.Ames@portlandoregon.gov>	Optional
Alarcon Morris, Amalia <Amalia.AlarconMorris@portlandoregon.gov>	Optional
Landis, Sarah <Sarah.Landis@portlandoregon.gov>	Optional
Edwards, Elizabeth <Elizabeth.Edwards@portlandoregon.gov>	Optional
Chatman, Rich <Rich.Chatman@portlandoregon.gov>	Optional
Wells, Kristin <Kristin.Wells@portlandoregon.gov>	Optional

▲ **Time** 1:30 PM – 2:00 PM
Subject Call Carol about reference check for Nicole Pexton
Show Time As Busy

▲ **Time** 2:00 PM – 2:30 PM
Subject Rebecca, Dave, Colleen, Andy T, Theresa re: Portland Maps Video (YouTube)
Location Director's Conf. Room
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
	Austin, David <David.Austin@portlandoregon.gov>	Required
	Poole, Colleen <Colleen.Poole@portlandoregon.gov>	Required
	Truong, Andy <Andy.Truong@portlandoregon.gov>	Required
	Suico, Theresa <Theresa.Suico@portlandoregon.gov>	Required

Padian, Brian <Brian.Padian@portlandoregon.gov> Optional
Grenda, Jill <Jill.Grenda@portlandoregon.gov> Optional

▲ **Time** 2:30 PM – 3:30 PM
Subject Rebecca, Leanne, and Colleen meeting
Location Rebecca's Office
Show Time As Busy
Attendees

Name <E-mail>	Attendance
Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
Poole, Colleen <Colleen.Poole@portlandoregon.gov>	Required
Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required

Friday, September 08, 2017

▲ **Time** 8:45 AM – 9:00 AM
Subject Rebecca, Kareen to introduce 6 new employees
Location Rebecca's office
Importance High
Show Time As Busy
Kareen – My apologies for delay in scheduling this.....we could reschedule if it doesn't work. FYI – I'm out of the office on Friday.

Leanne

Attendees	Name <E-mail>	Attendance
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
	Perkins, Kareen <Kareen.Perkins@portlandoregon.gov>	Required

▲ **Time** 9:00 AM – 10:00 AM
Subject LMC Hiring Subcommittee Meeting
Location 5b
Show Time As Busy
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
	Esau, Rebecca <Rebecca.Esau@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
	Quattlebaum, Brian <Brian.Quattlebaum@portlandoregon.gov>	Required
	Whiteside, Rachel <Rachel.Whiteside@portlandoregon.gov>	Required
	Sharp, Kathy <Kathy.Sharp@portlandoregon.gov>	Required
	Massarello, Chloe <Chloe.Massarello@portlandoregon.gov>	Required
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Optional

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

▲ **Time** 10:00 AM – 10:30 AM
Subject Rebecca, Ross, Mieke, Hakim, Dora, Priscilla re: Cannabis Equity Project
Location Director's Conf Room
Show Time As Busy
Attendees

Name <E-mail>	Attendance
Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
Caron, Ross <Ross.Caron@portlandoregon.gov>	Required
Keenan, Mieke <Mieke.Keenan@portlandoregon.gov>	Required
Singh-Ji, Hakim <Hakim.Singh-Ji@portlandoregon.gov>	Required
Perry, Dora <Dora.Perry@portlandoregon.gov>	Required
Partch, Priscilla <Priscilla.Partch@portlandoregon.gov>	Required

▲ **Time** 10:30 AM – 11:00 AM
Subject Rebecca and Dan check in
Location Rebecca's office
Show Time As Busy
Attendees

Name <E-mail>	Attendance
Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Organizer
Cote, Dan <Dan.Cote@portlandoregon.gov>	Required
