

Esau, Rebecca Calendar

Monday, October 23, 2017 – Sunday, October 29, 2017

October 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				

— Busy ■ Tentative ▨ Free
□ Out of Office ■ Working Elsewhere ▩ Outside of Working Hours

October 2017

Mon, Oct 23

- 9:00 AM – 10:00 AM [Leanne Torgerson \(Executive Assistant\), Colleen Poole \(Customer Service & Outreach Coordinator\) meeting](#)
Rebecca's Office
Torgerson, Leanne
- 10:00 AM – 10:30 AM [travel](#)
- 10:30 AM – 11:00 AM [Legal Services and Meet Chief Deputy Robert Taylor](#)
Tracy Reeve's Office
Sneath, Kim
- 11:00 AM – 11:30 AM [Marshall Runkel \(Chief of Staff, Commissioner Eudaly's Office\) one on one](#)
Marshall's Office
Torgerson, Leanne
- 11:30 AM – 12:00 PM [travel](#)
- 1:00 PM – 2:00 PM [Kim Tallant \(Principal Planner\) one on one](#)
Rebecca's Office
Torgerson, Leanne
- 2:00 PM – 3:00 PM [Elshad Hajiyev \(Business Operations & Finance Services Manager\) one on one](#)
Rebecca's Office
Torgerson, Leanne

Tue, Oct 24

- 8:00 AM – 2:00 PM [Northwest Public Employees Diversity Conference](#)
Oregon Convention Center
- 3:00 PM – 4:00 PM [Design Commission Retreat and Thank you](#)
2500 A/B

Wed, Oct 25

- 10:00 AM – 10:30 AM [Ross Caron \(Public Information & Communications Manager\) one on one](#)
Rebecca's Office
Torgerson, Leanne
- 10:30 AM – 11:00 AM [Dave Austin \(Communications Manager\) one on one](#)
Rebecca's Office
Torgerson, Leanne
- 11:00 AM – 12:00 PM [Laurie Levý \(Portland Online Permitting Services Manager\) one on one](#)
Rebecca's Office
Torgerson, Leanne
- 1:00 PM – 2:00 PM [Mitch Nickolds \(Inspection Services Manager\) one on one](#)
Rebecca's Office
Torgerson, Leanne
- 2:30 PM – 3:15 PM [Monthly Building Developers Meeting with BDS Director Rebecca Esau](#)
1900 SW 4th Ave - 5th floor - Director's Conf. Room
Torgerson, Leanne
- 3:30 PM – 4:30 PM [Customer Service Improvement Initiatives - DSC and Call-in Committees](#)
Director's Conf. Room
Torgerson, Leanne

Thu, Oct 26

- 7:30 AM – 11:00 AM [2017 Oregon Economic Forum](#)
Portland Marriott Downtown Waterfront - 1401 SW Natio Pkwy
Poole, Colleen
- 12:00 PM – 1:00 PM [Employee Info Session - Upcoming Opportunities](#)
BDS Conf 5a (14); BDS Conf 5b (14)
Cowen, Crystle
- 1:00 PM – 2:00 PM [Pie Contest](#)
Lincoln Room
Poole, Colleen
- 2:30 PM – 3:30 PM [Leanne Torgerson \(Executive Assistant\), Colleen Poole \(Customer Service & Outreach Coordinator\) meeting](#)
Rebecca's Office
Torgerson, Leanne

Fri, Oct 27

- All Day [Vacation \(Return 10/30/17\)](#)
-

Details

Monday, October 23, 2017

Time 10:00 AM – 10:30 AM
Subject travel
Show Time As Busy

Time 10:30 AM – 11:00 AM
Subject Legal Services and Meet Chief Deputy Robert Taylor
Location Tracy Reeve's Office
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	Sneath, Kim <Kim.Sneath@portlandoregon.gov>	Organizer
	Reeve, Tracy <Tracy.Reeve@portlandoregon.gov>	Required
	Taylor, Robert <Robert.Taylor@portlandoregon.gov>	Required
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required

Time 11:00 AM – 11:30 AM
Subject Rebecca and Marshall one on one
Location Marshall's Office
Recurrence Occurs every Monday effective 10/23/2017 until 10/23/2017 from 11:00 AM to 11:30 AM
Show Time As Busy
Commissioner Eudaly will join this meeting on the 1st Monday of each month.

Attendees	Name <E-mail>	Attendance
	Leanne X37937	
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
	Runkel, Marshall <Marshall.Runkel@portlandoregon.gov>	Required

Time 11:30 AM – 12:00 PM
Subject Travel

Show Time As Busy



Time 1:00 PM – 2:00 PM
Subject Rebecca and Kim one on one
Location Rebecca's Office
Show Time As Busy
Rescheduling due to the Diversity Conference.

Leanne
X37937

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



Time 2:00 PM – 3:00 PM
Subject Rebecca and Elshad one on one
Location Rebecca's Office
Recurrence Occurs every Monday effective 10/23/2017 until 10/23/2017 from 2:00 PM to 3:00 PM
Show Time As Busy
New series starting 7/31/17 (Mondays at 2:00)

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



Time 3:00 PM – 4:00 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
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
	Poole, Colleen <Colleen.Poole@portlandoregon.gov>	Required

Tuesday, October 24, 2017

Time 8:00 AM – 2:00 PM
Subject Northwest Public Employees Diversity Conference
Location Oregon Convention Center
Show Time As Out of Office

Time 3:00 PM – 4:00 PM
Subject Design Commission Retreat and Thank you
Location 2500 A/B
Show Time As Busy

Wednesday, October 25, 2017

Time 10:00 AM – 10:30 AM
Subject Rebecca and Ross one on one
Location Rebecca's Office
Recurrence Occurs every Wednesday effective 10/25/2017 until 10/25/2017 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 and Dave one on one
Location Rebecca's Office
Recurrence Occurs every Wednesday effective 10/25/2017 until 10/25/2017 from 10:30 AM to 11:00 AM
Show Time As Busy

This meeting series is for Rebecca and Dave to meet weekly for 30 minutes beginning 9/13/17 through 4/25/18. We can adjust along the way, as needed.

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 11:00 AM – 12:00 PM
Subject Rebecca and Laurie one on one
Location Rebecca's Office
Recurrence Occurs every 2 week(s) on Wednesday effective 10/25/2017 until 10/25/2017 from 11:00 AM to 12:00 PM
Show Time As Busy
Extending this meeting to 1 hour.

Attendees

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

Time 1:00 PM – 2:00 PM
Subject Rebecca and Mitch one on one
Location Rebecca's Office
Recurrence Occurs the fourth Wednesday of every 1 month(s) effective 10/25/2017 until 10/25/2017 from 1:00 PM to 2:00 PM
Show Time As Busy
This is a new series for Rebecca and Mitch to meet on the 4th Wed. of each month from 1:00 to 2:00 beginning in June 2017.

Thanks,
Leanne

Attendees

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

Time 2:30 PM – 3:15 PM
Subject Monthly Meeting with BDS Director Rebecca Esau
Location 1900 SW 4th Ave - 5th floor - Director's Conf. Room
Recurrence Occurs the fourth Wednesday of every 1 month(s) effective 10/25/2017 until 10/25/2017 from 2:30 PM to 3:15 PM
Show Time As Busy
This is an opportunity for you to meet with BDS Interim Director Rebecca Esau. This meeting will take place on the 4th Wednesday of

each month from 2:30 to 3:15.

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
	Vic Remmers <vic@everetthomesnw.com>	Required
	Douglas MacLeod <douglas@blueskynw.com>	Required
	rob@fasterpermits.com <rob@fasterpermits.com>	Required
	Paul Grove (paulg@hbapdx.org) <paulg@hbapdx.org>	Required
	Roseann Johnson <roseann@bluestonehomes.net>	Required



Time 3:30 PM – 4:30 PM

Subject Customer Service Improvement Initiatives - DSC and Call-in Committees

Location Director's Conf. Room

Show Time As Busy

Rebecca requested this meeting to discuss committee progress, next steps, how the committees work together and what impacts committee recommendations may have on building-wide space planning and safety assessment work.

Agenda:

1. Meeting Kick off (Rebecca)
2. DSC Committee progress update and next steps. Space planning or safety assessment impacts? (Jay)
3. Call in Committee progress update and next steps. Space planning or safety assessment impacts? (Ariana)
4. DSC Queuing RFP progress update and next steps. Space planning or

safety assessment impacts? (Christy/Andy)

5. Impacts on space planning and safety assessment (All)

6. How are the project interconnected? (All)

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
	Hajiyev, Elshad <Elshad.Hajiyev@portlandoregon.gov>	Required
	Pierce, Christy <Christine.Pierce@portlandoregon.gov>	Required
	Denney, Ariana <Ariana.Denney@portlandoregon.gov>	Required
	Caron, Ross <Ross.Caron@portlandoregon.gov>	Required
	Knoll, Gail <Gail.Knoll@portlandoregon.gov>	Required
	Boren-King, Tammy <Tammy.Boren-King@portlandoregon.gov>	Required

Thursday, October 26, 2017



Time 7:30 AM – 11:00 AM

Subject 2017 Oregon Economic Forum

Location Portland Marriott Downtown Waterfront - 1401 SW Natio Pkwy

Show Time As Busy

You are being invited to attend the annual Oregon Economic Forum <<https://econforum.uoregon.edu/>> . Doors open at 7:00am for breakfast. Speaker presentations from 7:45 – 11:00 am. Let me know if you have questions.

Thanks,
Colleen

Attendees	Name <E-mail>	Attendance
	Poole, Colleen <Colleen.Poole@portlandoregon.gov>	Organizer
	Hajiyev, Elshad <Elshad.Hajiyev@portlandoregon.gov>	Required
	O'Brien, Kyle <Kyle.O'Brien@portlandoregon.gov>	Required
	Lyndon, Kathy <Kathleen.Lyndon@portlandoregon.gov>	Required

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

Tallant, Kimberly
<Kimberly.Tallant@portlandoregon.gov> Required

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

Pierce, Christy <Christine.Pierce@portlandoregon.gov> Required



Time 12:00 PM – 1:00 PM

Subject Employee Info Session - Upcoming Opportunities

Location BDS Conf 5a (14); BDS Conf 5b (14)

Show Time As Busy

Review upcoming recruitments and provide information to help become successful candidates.

Attendees	Name <E-mail>	Attendance
	Cowen, Crystle <Crystle.Cowen@portlandoregon.gov>	Organizer
	Hajiyev, Elshad <Elshad.Hajiyev@portlandoregon.gov>	Required
	BDS Events Calendar <BDSEventsCal@portlandoregon.gov>	Required
	Johnston, Brandi <Brandi.Johnston@portlandoregon.gov>	Optional
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Optional
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Optional
	Walker Jr, Robert <Robert.Walker@portlandoregon.gov>	Optional
	Malekzadeh, Roza <Roza.Malekzadeh@portlandoregon.gov>	Optional
	Ackerman, Kirstin <Kirstin.Ackerman@portlandoregon.gov>	Optional
	Novak, Timothy <Timothy.Novak@portlandoregon.gov>	Optional
	Padian, Brian <Brian.Padian@portlandoregon.gov>	Optional
	Rahali, Meriam <Meriam.Rahali@portlandoregon.gov>	Optional
	Beard, Rod <Rod.Beard@portlandoregon.gov>	Optional

Gill, Lisa <Lisa.Gill@portlandoregon.gov>	Optional
Greer, Paul <Paul.Greer@portlandoregon.gov>	Optional
Piercy, Janell <Janell.Piercy@portlandoregon.gov>	Optional
Fuller, Jessica <Jessica.Fuller@portlandoregon.gov>	Optional



Time 1:00 PM – 2:00 PM
Subject Pie Contest
Location Lincoln Room
Show Time As Busy

Annual Pie Contest Time ~ It is time to celebrate the Fall season with a delicious homemade pie contest!! The BDS Fun and Events Committee is hosting the Third-Annual Pie Baking Contest on Thursday, October 26th from 1 p.m. to 2 p.m. in the Lincoln Room.

Our 2016 Pie Baking Winner Kate Green is ready to bequeath her pie baking apron of honor to the new 2017 winner!!

Baker participants
four categories: fruit, pumpkin, sweet, savory
drop your UNCUT pie with a completed ingredient card
<<https://www.portlandoregon.gov/bds/article/660245> > to the 5th floor lunchroom no later than 10 a.m. on Oct 26th.

Eat pie
everyone can be a judge - taste pie then vote for your favorite pie

Win prizes
one overall GRAND PRIZE Winner plus one winner for each category

Don't bake
a store-bought pie to share, no entry in the contest

Contact Colleen Poole at colleen.poole@portlandoregon.gov
<<mailto:colleen.poole@portlandoregon.gov>> with event questions.

Thanks,
FUN and Events Committee Members

Attendees	Name <E-mail>	Attendance
	Poole, Colleen <Colleen.Poole@portlandoregon.gov>	Organizer
	BDS List (All Employees) <OPDRList@portlandoregon.gov>	Required
	IA Employees-1900 Bldg <IAEmployees-1900Bldg@portlandoregon.gov>	Required

Gonzalez, Aldo <Aldo.Gonzalez@portlandoregon.gov> Required
Wilson, Emily <Emily.Wilson@portlandoregon.gov> Required
Carrie Swesso Bartley <cls24@hotmail.com> 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
Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
Poole, Colleen <Colleen.Poole@portlandoregon.gov>	Required

Friday, October 27, 2017

Time All Day
Subject Vacation (Return 10/30/17)
Show Time As Out of Office
