
Esau, Rebecca Calendar
Monday, February 19, 2018 – Sunday, February 25, 2018

February 2018
Su Mo Tu We Th Fr Sa

1 2 3
4 5 6 7 8 9 10
11 12 13 14 15 16 17
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- Busy Tentative Free
 Out of Office Working Elsewhere Outside of Working Hours

February 2018

▲ **Mon, Feb 19**

All Day [Presidents' Day Holiday](#)

▲ **Tue, Feb 20**

- 8:00 AM – 12:00 PM [Equitable Hiring-Practices for BDS Managers](#)
BDS CH2M Conf Lincoln Room (80)
Callier, Hakim
- 1:00 PM – 1:30 PM [Colleen Poole \(Customer Service & Outreach Coordinator\), Leanne Torgerson \(Executive Assistant\) meeting](#)
Rebecca's Office
Torgerson, Leanne
- 1:30 PM – 2:30 PM [PPS Middle School Conversion Discussion](#)
1900 SW 4th Ave - 5th floor - Room 5B
Torgerson, Leanne
- 2:30 PM – 3:30 PM [Elshad Hajiyev \(Business Operations & Finance Services Manager\) one on one](#)
Rebecca's Office
Torgerson, Leanne
-

▲ **Wed, Feb 21**

- 7:30 AM – 8:00 AM [Disaster Policy Council - Feb Severe Weather](#)
Patterson, Courtney
- 8:00 AM – 10:00 AM [Late Start](#)

- 10:00 AM – 10:30 AM [Ross Caron \(Bureauwide Projects Manager\) one on one](#)
Director's Conf. Room
Torgerson, Leanne
 - 10:30 AM – 11:00 AM [Dave Austin \(Interim Communications Manager\) one on one](#)
Rebecca's Office
Torgerson, Leanne
 - 11:00 AM – 12:00 PM [Dora Perry \(Equity & Policy Manager\) one on one](#)
Rebecca's Office
Torgerson, Leanne
 - 11:00 AM – 12:30 PM [Andy Peterson \(Plan Review Manager\) check-in](#)
 - 1:00 PM – 2:00 PM [Kim Tallant \(Principal Planner\)one on one](#)
Rebecca's Office
Torgerson, Leanne
 - 3:00 PM – 3:30 PM [Tim Morris \(Residential Inspections Manager\) check-in](#)
Rebecca's office
Esau, Rebecca
 - 9:00 PM – 9:30 PM [Disaster Policy Council - Feb Severe Weather](#)
971-256-3599
Patterson, Courtney
-

▲ **Thu, Feb 22**

- 8:00 AM – 10:00 AM [Late Start](#)
- 10:45 AM – 11:00 AM [Randi Selleck \(Internal Business Services Project Manager\) re: accent color for the Toilet Rooms](#)
Rebecca's Office
Torgerson, Leanne
- 1:15 PM – 1:30 PM [Mark Fetters re: DRAC applications](#)
Director's Conf. Room
Torgerson, Leanne
- 1:30 PM – 2:30 PM [Building Official's Meeting](#)
Conference room 5A
Ruark, Donna
- 2:30 PM – 3:00 PM [David Kuhnhausen \(Permitting Services Manager\) one on one](#)
Rebecca's Office
Torgerson, Leanne
- 3:00 PM – 3:45 PM [Dan Coté \(Interim Portland Online Permitting System & Inspection Services Manager\) one on one](#)
Rebecca's Office
Torgerson, Leanne
- 3:45 PM – 4:15 PM [Kareen Perkins to join Rebecca and Dan's one on one](#)
Director's Conf. Room
Torgerson, Leanne
- 4:15 PM – 5:00 PM [Dan Coté \(Interim Portland Online Permitting System & Inspection Services Manager\) Continued one on one](#)
Rebecca's Office
Torgerson, Leanne

▲ **Fri, Feb 23**

- 8:30 AM – 8:45 AM [Janell Piercy \(Residential Inspections Manager\) to introduce new inspections staff](#)
Rebecca's Office
Torgerson, Leanne
 - 10:00 AM – 10:30 AM [Dora Perry \(Equity & Policy Manager\) one on one](#)
Director's Conf. Room
Torgerson, Leanne
 - 10:30 AM – 10:00 AM [Dora Perry \(Equity & Policy Manager\), Nancy Thorington \(Code & Policy Development staff\) re: equity issue](#)
Director's Conf. Room
Torgerson, Leanne
 - 11:00 AM – 12:00 PM [Dave Austin \(Interim Communications Manager\), Thomas Ngo \(Communications staff\), Stephanie Yao Long \(Communications staff\) re: Newsletter](#)
Rebecca's Office
Poole, Colleen
-

Details

Monday, February 19, 2018

- ▲ **Time** All Day
 - Subject** Presidents' Day Holiday
 - Show Time As** Out of Office
-

Tuesday, February 20, 2018

- ▲ **Time** 8:00 AM – 12:00 PM
 - Subject** Equitable Hiring-Practices for BDS Managers
 - Location** BDS CH2M Conf Lincoln Room (80)
 - Show Time As** Busy
- Hello all,

BDS' goal is to be the top development agency in the country by providing the best services through effective, efficient and equitable policies and practices to both our internal and external all our customer.

In July 2016, BDS developed the 5-year Racial Equity Workplan and is now implementing those Strategies. Our Bureau continues to implement the Plan through wonderful workshops and other learning opportunities to our employees and stakeholders. Our Director, the Bureau Equity Committee (BEC), and all managers are supporting the effort to operationalize equity at BDS. Our newly published Equity

Commitment Statement, coupled with the BDS mission, goals and values help to guide the work that the City Council charged us with.

We plan to equip our managers and staff with the tools they need to continue applying equity framework in their work. We presented the Racial Equity Toolkit (the Lens) during this month's Equity in Motion; this has been very well received. The Lens is one of the tools that we will use to operationalize Equity in the Bureau.

One area that most of our hiring managers have been struggling with is equitable hiring practices, especially the interviewing process. That is why we are inviting BDS hiring managers to participate in the Equitable Hiring Practices workshop with Michael Hulshof-Schmidt of EqualityWorksNW.

In this Workshop managers will:

- * Learn how to create a welcoming and inclusive environment for everyone
- * Learn how to be consistent throughout BDS interview process, and how to unpack the equity questions
- * Practice, using relevant scenarios that will reinforce participants ability to apply the lens and clarify some hiring practices confusion.

The Trainer plans to encourage the Leadership team to "dig deeper" around discussions of power and systems of oppression. For BDS employees to achieve their highest potential, the work environment must be welcoming and inclusive. My hope is that all managers will take advantage of this one-of-a-kind experience.

I look forward to seeing you at the Workshop.

Dora

Attendees	Name <E-mail>	Attendance
	Callier, Hakim <Hakim.Singh-Ji@portlandoregon.gov>	Organizer
	Perry, Dora <Dora.Perry@portlandoregon.gov>	Required
	Maris, Peter <Peter.Maris@portlandoregon.gov>	Required
	Guillen-Chapman, Karen <Karen.Guillen-Chapman@portlandoregon.gov>	Required
	BDS Events & Training Calendar <BDSEventsCal@portlandoregon.gov>	Required
	BDS Division & Section Managers <BDS-M&S@portlandoregon.gov>	Required
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Optional

▲ **Time** 1:00 PM – 1:30 PM
Subject Rebecca, Colleen, Leanne meeting
Location Rebecca's Office
Show Time As Busy
Moving due to the holiday and shortening due to a calendar conflict.

Leanne

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

▲ **Time** 1:30 PM – 2:30 PM
Subject PPS Middle School Conversion Discussion
Location 1900 SW 4th Ave - 5th floor - Room 5B
Importance High
Show Time As Busy
I'm hoping this date/time works for most. (Steve – I left you a voicemail.)

The email below has the list of PPS projects.

I'll send a confirmation once I have a room scheduled. I have reserved Room 5B.

Best regards,
Leanne
503.823.7937

From: Steven Simonson
Sent: Friday, February 2, 2018 1:22 PM
To: 'Esau, Rebecca' <Rebecca.Esau@portlandoregon.gov <mailto:Rebecca.Esau@portlandoregon.gov> >
Cc: Theresa Fagin <tfagin@pps.net <mailto:tfagin@pps.net> >; Patrick Leboeuf <pleboeuf@pps.net <mailto:pleboeuf@pps.net> >; Sara King <sking1@pps.net <mailto:sking1@pps.net> >; Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov <mailto:Leanne.Torgerson@portlandoregon.gov> >; Courtney Westling <cwestling@pps.net <mailto:cwestling@pps.net> >
Subject: RE: PPS Middle School Conversion Discussion

Rebecca,

Our scopes from my 12/1/17 e-mail are relatively the same, with the exception of adding work at the Rice site, and some of our schedules changing see below:

Tubman – Currently closed site, opening as a 6-8 grade middle school in August 2018:
- Replacing the entire roof of the building down to and possibly

including the substrate.

- o Planned start for the roofing work in late March to Early April and complete by early July.
- Replacing the main air handlers of the HVAC system and probably 90% of the ductwork.
- o Planned start for ductwork changes if any are required is 1st week of April with planned landing date for RTU's of late May, early June. Mechanical work complete by late July.
- Performing soil stabilization work, including building underpinning of the building.
- o This is currently starting design and we plan to begin work on this in June.
- Various TI work including changes to the science classrooms. Currently there are 3 science classrooms, but we will need to relocate two of them and add two more, bringing the total to five. This may also include work on the cafeteria kitchen and will include work to the seating area of the cafeteria to make it more functional. There will also be work on the building signage, art rooms/maker spaces, ADA upgrades and changing one office area to a classroom.
- o Planned start for interior TI work is Early April.

Applegate – Currently an early head start site, will house K-5 grades of Pioneer special education program to open in August of 2018:

- Various TI work, including a kitchen equipment upgrade, ADA work, rework of traffic flow around building for bus unloading, security upgrades, and sped-specific items to be determined.
- o Planned start of this work is late May/Early June.

Rice - Currently an admin site, will house 6-12 grades of Pioneer special education program to open in August of 2018:

- Replacement of asphalt shingle roof and gutters, Various TI work, including a kitchen upgrade, ADA work, installation of a play structure, rework of traffic flow around building for bus unloading, security upgrades, and sped-specific items to be determined.
- o Planned start of this work is late April, but could change to early May.

Some of our schedules have been pushed back, but there is a large scope of work that we will need to start work in April at Tubman and May at the other sites in order have these sites open for school use by the end of August. As we talked about in our 11/30/17 meeting we will have to begin on this work before design reviews or conditional uses are approved on the current timeline of 4-5 months that we heard in the pre-app meetings for Rice and Applegate. Is there an established process to support this?

Also, we wanted to follow up on what we could expect for expediting the permits for these and the other sites on this project.

Thank you,

Steve Simonson
Senior Project Manager

Facilities Department
Portland Public Schools
501 N Dixon
Portland, OR 97227
(P) 503.916.3199
(C) 971.645.7151
ssimonson@pps.net

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
	Callison, Alice <Alice.Callison@portlandoregon.gov>	Required
	Cooley, John <John.Cooley@portlandoregon.gov>	Required
	Burns, Parish <Parish.Burns@portlandoregon.gov>	Required
	Rago, Jeff <Jeff.Rago@portlandoregon.gov>	Required
	ssimonson@pps.net <ssimonson@pps.net>	Required
	tfagin@pps.net <tfagin@pps.net>	Required
	pleboeuf@pps.net <pleboeuf@pps.net>	Required
	sking1@pps.net <sking1@pps.net>	Required
	Courtney Westling <cwestling@pps.net>	Required
	Kuhnhausen, David <David.Kuhnhausen@portlandoregon.gov>	Optional
	Andy Schreck <Andy.Schreck@mortenson.com>	Optional
	Amanda Petretti <amanda@studiopetretti.com>	Optional
	Doug Hallstrom <Doug.Hallstrom@fortisconstruction.com>	Optional
	Jeff Vincent <jeff@studiopetretti.com>	Optional
	Blain Grover <Blain.Grover@fortisconstruction.com>	Optional

Natasha Carroll
<Natasha.Carroll@fortisconstruction.com>

Optional

▲ **Time** 2:00 PM – 2:30 PM
Subject POPs Program Status
Location Tom call Jeff at ext 3-5540
Show Time As Tentative
Tom will call Jeff at ext 3-5540, replacing this meeting.

Katy

Attendees	Name <E-mail>	Attendance
	Rinehart, Tom <Tom.Rinehart@portlandoregon.gov>	Organizer
	Baer, Jeff <Jeff.Baer@portlandoregon.gov>	Required
	Levy, Laurie <Laurie.Levy@portlandoregon.gov>	Required
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
	Cote, Dan <Dan.Cote@portlandoregon.gov>	Required
	Bauer, Dan <Dan.Bauer@portlandoregon.gov>	Required
	Whitehurst, Duane <Duane.Whitehurst@portlandoregon.gov>	Required
	Waraich, Saby <Saby.Waraich@portlandoregon.gov>	Optional
	Schnoor, Katy <Katy.Schnoor@portlandoregon.gov>	Optional

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

Leanne

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, February 21, 2018



Time 7:30 AM – 8:00 AM

Subject Disaster Policy Council - Feb Severe Weather

Location 971-256-3599

Show Time As Busy

The Disaster Policy Council has been activated in response to severe winter weather. We will convene a conference call at 7:30 am on Wednesday, February 21. Please call: 971-256-3599 and enter access code 97266 to participate. As a reminder, this is a new conference line.

-Courtney
Portland Bureau of Emergency Management
Duty Officer: 503-823-2686 (24x7)

Attendees	Name <E-mail>	Attendance
	Patterson, Courtney <Courtney.Patterson@portlandoregon.gov>	Organizer
	Abbate, Mike <Mike.Abbate@portlandoregon.gov>	Required
	Arguinzoni, Jennifer <Jennifer.Arguinzoni@portlandoregon.gov>	Required
	Callahan, Shannon <Shannon.Callahan@portlandoregon.gov>	Required
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
	Fish, Nick <NickFish@portlandoregon.gov>	Required
	Henderson, Maurice <Maurice.Henderson@portlandoregon.gov>	Required
	Hull Caballero, Mary <Mary.HullCaballero@portlandoregon.gov>	Required
	Jordan, Michael <Mike.Jordan@portlandoregon.gov>	Required
	Myers, Mike <Mike.J.Myers@portlandoregon.gov>	Required
	Outlaw, Danielle <Danielle.Outlaw@portlandoregon.gov>	Required
	Reeve, Tracy <Tracy.Reeve@portlandoregon.gov>	Required

Rinehart, Tom <Tom.Rinehart@portlandoregon.gov>	Required
St. Helen, Lisa <Lisa.StHelen@portlandoregon.gov>	Required
Stuhr, Michael <Michael.Stuhr@portlandoregon.gov>	Required
Summers-McGee, Serilda <Serilda.Summers-McGee@portlandoregon.gov>	Required
Treat, Leah <Leah.Treat@portlandoregon.gov>	Required
Wheeler, Ted <Ted.Wheeler@portlandoregon.gov>	Required
Perez, Elisabeth <Elisabeth.Perez@portlandoregon.gov>	Required
Schmanski, Sonia <Sonia.Schmanski@portlandoregon.gov>	Required
Finn, Brendan <Brendan.Finn@portlandoregon.gov>	Required
Clodius, Jen <Jen.Clodius@portlandoregon.gov>	Required
Dutt, John <John.Dutt@portlandoregon.gov>	Required
pqr.ops@noaa.gov <pqr.ops@noaa.gov>	Optional
Jones, Ernie <Ernest.Jones@portlandoregon.gov>	Optional

▲ **Time** 8:00 AM – 10:00 AM
Subject Late Start
Show Time As Out of Office

▲ **Time** 10:00 AM – 10:30 AM
Subject Rebecca and Ross one on one
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

▲ **Time** 10:30 AM – 11:00 AM

Subject Rebecca and Dave one on one
Location Rebecca's Office
Recurrence Occurs every Wednesday effective 2/21/2018 until 2/21/2018 from 10:30 AM to 11:00 AM
Show Time As Busy
Including Elshad as optional.

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
	Hajiyev, Elshad <Elshad.Hajiyev@portlandoregon.gov>	Optional

▲ **Time** 11:00 AM – 12:00 PM
Subject Rebecca and Dora one on one
Location Rebecca's Office
Recurrence Occurs the third Wednesday of every 1 month(s) effective 2/21/2018 until 2/21/2018 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 3rd 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** 11:00 AM – 12:30 PM
Subject Andy Peterson check-in
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 a calendar conflict.

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 3:00 PM – 3:30 PM	
	Subject Tim Morris check-in	
	Location Rebecca's office	
	Show Time As Busy	
Attendees	Name <E-mail>	Attendance
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Organizer
	Morris, Tim <Tim.Morris@portlandoregon.gov>	Required

	Time 9:00 PM – 9:30 PM	
	Subject Disaster Policy Council - Feb Severe Weather	
	Location	
	Show Time As Busy	
Attendees	Name <E-mail>	Attendance
	Patterson, Courtney <Courtney.Patterson@portlandoregon.gov>	Organizer
	Abbate, Mike <Mike.Abbate@portlandoregon.gov>	Required
	Arguinzoni, Jennifer <Jennifer.Arguinzoni@portlandoregon.gov>	Required
	Callahan, Shannon <Shannon.Callahan@portlandoregon.gov>	Required
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
	Fish, Nick <NickFish@portlandoregon.gov>	Required
	Henderson, Maurice <Maurice.Henderson@portlandoregon.gov>	Required
	Hull Caballero, Mary <Mary.HullCaballero@portlandoregon.gov>	Required

Jordan, Michael <Mike.Jordan@portlandoregon.gov>	Required
Myers, Mike <Mike.J.Myers@portlandoregon.gov>	Required
Outlaw, Danielle <Danielle.Outlaw@portlandoregon.gov>	Required
Reeve, Tracy <Tracy.Reeve@portlandoregon.gov>	Required
Rinehart, Tom <Tom.Rinehart@portlandoregon.gov>	Required
St. Helen, Lisa <Lisa.StHelen@portlandoregon.gov>	Required
Stuhr, Michael <Michael.Stuhr@portlandoregon.gov>	Required
Summers-McGee, Serilda <Serilda.Summers-McGee@portlandoregon.gov>	Required
Treat, Leah <Leah.Treat@portlandoregon.gov>	Required
Wheeler, Ted <Ted.Wheeler@portlandoregon.gov>	Required
Perez, Elisabeth <Elisabeth.Perez@portlandoregon.gov>	Required
Schmanski, Sonia <Sonia.Schmanski@portlandoregon.gov>	Required
Finn, Brendan <Brendan.Finn@portlandoregon.gov>	Required
Clodius, Jen <Jen.Clodius@portlandoregon.gov>	Required
Dutt, John <John.Dutt@portlandoregon.gov>	Required
pqr.ops@noaa.gov <pqr.ops@noaa.gov>	Required
PBEM Duty Officer <PBEMDutyOfficer@portlandoregon.gov>	Required
Carkner, Angela <Angela.Carkner@portlandoregon.gov>	Optional
Kovatch, Ty <Ty.Kovatch@portlandoregon.gov>	Optional
Fox, Aaron <Aaron.Fox@portlandoregon.gov>	Optional
Stringfield, Sierra <Sierra.Stringfield@portlandoregon.gov>	Optional

Papaefthimiou, Jonna
<Jonna.Papaefthimiou@portlandoregon.gov> Optional

Wolf, Katy <Katy.Wolf@portlandoregon.gov> Optional

Thursday, February 22, 2018

▲ **Time** 8:00 AM – 10:00 AM
Subject Late Start
Show Time As Out of Office

▲ **Time** 10:45 AM – 11:00 AM
Subject Rebecca and Randi re: accent color for the Toilet Rooms
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
Selleck, Randi <Randi.Selleck@portlandoregon.gov>	Required

▲ **Time** 1:15 PM – 1:30 PM
Subject Rebecca and Mark re: DRAC applications
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
Fetters, Mark <Mark.Fetters@portlandoregon.gov>	Required

▲ **Time** 1:30 PM – 2:30 PM
Subject Building Official's Meeting
Location Conference room 5A
Recurrence Occurs the fourth Thursday of every 1 month(s) effective 2/22/2018 until 2/22/2018 from 1:00 PM to 2:00 PM
Show Time As Busy
The general consensus was to try meeting at 1 pm, and I've reserved conference room 5A since the group has gotten so large.

Attendees

Name <E-mail>	Attendance
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Ruark, Donna <Donna.Ruark@portlandoregon.gov>	Organizer
Whitehill, Terry <Terry.Whitehill@portlandoregon.gov>	Required
Peterson, Andy <Andy.Peterson@portlandoregon.gov>	Required
Kumar, Amit <Amit.Kumar@portlandoregon.gov>	Required
Morgan, Douglas <Douglas.Morgan@portlandoregon.gov>	Required
Caron, Ross <Ross.Caron@portlandoregon.gov>	Required
Cote, Dan <Dan.Cote@portlandoregon.gov>	Required
Kuhnhausen, David <David.Kuhnhausen@portlandoregon.gov>	Required
Meyer, Cindy <Cindy.Meyer@portlandoregon.gov>	Required
Tebeau, David <David.Tebeau@portlandoregon.gov>	Required
Thorington, Nancy <Nancy.Thorington@portlandoregon.gov>	Optional
Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Optional
Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Optional

	Time	2:30 PM – 3:00 PM
	Subject	Rebecca and David K one on one
	Location	Rebecca's Office
	Recurrence	Occurs every Thursday effective 2/22/2018 until 2/22/2018 from 2:30 PM to 3:00 PM
	Show Time As	Busy New Series effective 1/18/18, Thursdays from 2:30 to 3:00. We can adjust, as needed.
	Attendees	Leanne X37937
	Name <E-mail>	Attendance
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required

Kuhnhausen, David
<David.Kuhnhausen@portlandoregon.gov>

Required

▲ **Time** 3:00 PM – 3:45 PM
Subject Rebecca, Dan one on one
Location Rebecca's Office
Recurrence Occurs every Thursday effective 2/22/2018 until 2/22/2018 from 3:00 PM to 4:00 PM
Show Time As Busy

Attendees

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

▲ **Time** 3:45 PM – 4:15 PM
Subject Kareen to join Rebecca and Dan's one on one
Location Director's Conf. Room
Show Time As Busy
Kareen to join the last 15 minutes of Rebecca and Dan's one on one.

Leanne
X37937

Attendees

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

▲ **Time** 4:15 PM – 5:00 PM
Subject Rebecca and Dan continued one on one
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
Cote, Dan <Dan.Cote@portlandoregon.gov> Required

Friday, February 23, 2018

▲ **Time** 8:30 AM – 8:45 AM
Subject Rebecca, Janell to introduce new inspections staff
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
Piercy, Janell <Janell.Piercy@portlandoregon.gov>	Required

▲ **Time** 10:00 AM – 10:30 AM
Subject Rebecca, Dora one on one
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
Perry, Dora <Dora.Perry@portlandoregon.gov>	Required

▲ **Time** 10:30 AM – 11:00 AM
Subject Rebecca, Dora, Nancy re: equity issue
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
Perry, Dora <Dora.Perry@portlandoregon.gov>	Required

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

Required



Time 11:00 AM – 12:00 PM
Subject Deadline for online newsletter
Location Rebecca's Office
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	Poole, Colleen <Colleen.Poole@portlandoregon.gov>	Organizer
	Austin, David <David.Austin@portlandoregon.gov>	Required
	Ngo, Thomas <Thomas.Ngo@portlandoregon.gov>	Required
	Yao Long, Stephanie <Stephanie.YaoLong@portlandoregon.gov>	Required
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
