
Esau, Rebecca Calendar
Monday, May 21, 2018 – Sunday, May 27, 2018

May 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	18	19	
20	21	22	23	24	25	26	
27	28	29	30	31			

May 2018

▲ **Mon, May 21**

- 8:00 AM – 9:30 AM [Equity in Motion - "Interrupting Microaggressions In the Workplace" By PBOT Equity & Inclusion Manager, Zan Gibbs](#)
2500
Torgerson, Leanne
 - 11:00 AM – 12:50 PM [Marshall Runkell \(Commissioner of Public Safety Chief of Staff\) one on one](#)
Marshall's Office
Torgerson, Leanne
 - 1:00 PM – 2:45 PM [Kim Tallant \(Principal Planner\) one on one](#)
Rebecca's Office
Poole, Colleen
 - 3:00 PM – 3:15 PM [Nancy Thorington \(Code & Policy Development staff\) re: Demolition Appeal](#)
Rebecca's Office
Torgerson, Leanne
 - 3:15 PM – 3:45 PM [Colleen Poole \(Customer Service & Outreach Coordinator\), Leanne Torgerson \(Executive Assistant\) meeting](#)
Rebecca's Office
Torgerson, Leanne
 - 4:30 PM – 5:30 PM [Technology Oversight Committee](#)
Columbia Square, Rm 415, Floor 4, 10-12 ppl
Clodius, Jen
-

▲ **Tue, May 22**

- 9:00 AM – 9:30 AM [Kim Tallant \(Principal Planner\) one on one](#)
Rebecca's Office
Torgerson, Leanne

- 9:30 AM – 10:00 AM [Eric Engstrom \(BPS Principal Planner\), Kim Tallant \(BDS Principal Planner\) meeting](#)
her office
Tallant, Kimberly
 - 11:00 AM – 2:30 PM [2018 Annual BDS/Port of Portland Meeting](#)
Port of Portland Headquarters (Airport), Conf. Room
HQ 1 Fir Anchor
Torgerson, Leanne
 - 2:30 PM – 2:45 PM [Kim Tallant \(Principal Planner\), Hillary Adam \(Design/Historic Resources staff\) re: Final call on Central City 2035](#)
Rebecca's Office
Torgerson, Leanne
 - 3:00 PM – 3:30 PM [Dora Perry \(Equity & Policy Manager\) re: Equity Needs Assessment](#)
Rebecca's Office
Torgerson, Leanne
-

▲ Wed, May 23

- 8:45 AM – 9:00 AM [Thomas Ngo \(Public Information Officer\) re: Director's Letter for the Checksheet](#)
Rebecca's Office
Torgerson, Leanne
 - 10:00 AM – 10:30 AM [Ross Caron \(Bureauwide Projects Manager\) one on one](#)
Rebecca's Office
Torgerson, Leanne
 - 11:00 AM – 12:00 PM [Weekly Portland Online Permitting System Executive meeting](#)
1900 SW 4th Ave, - 5th floor - Director's Conf. Room
Torgerson, Leanne
 - 3:30 PM – 4:00 PM [Duane Whitehurst \(Portland Online Permitting System Manager\) one on one](#)
Rebecca's Office
Torgerson, Leanne
-

▲ Thu, May 24

- 9:00 AM – 10:00 AM [Leanne Torgerson \(Executive Assistant, Colleen Poole \(Customer Service & Outreach Coordinator\) meeting](#)
Rebecca's Office
Torgerson, Leanne
- 1:00 PM – 1:30 PM [Mayor Ted Wheeler speaking to BDS Rick Best memorial \(Jennifer and Seraphie\)](#)
2020 SW 4th Ave. Ste 300, Portland, OR 97201 1st Floor
BDS
Wheeler, Ted
- 1:00 PM – 2:30 PM [Rick Best Tribute – one- year anniversary](#)
Lincoln Room - 1st floor - CH2M Building (2020 SW 4th

- Ave)
 Esau, Rebecca
 3:00 PM – 3:45 PM [Dan Coté \(Interim Portland Online Permitting System & Inspection Services Manager\) one on one](#)
 Rebecca's Office
 Torgerson, Leanne
- 4:00 PM – 5:00 PM [Portland Public Schools Tubman Update Meeting](#)
 Mayor's Office
 Runkel, Marshall

▲ **Fri, May 25**

- 10:00 AM – 11:30 AM [Kareen Perkins \(Portland Online Permitting System staff\), Alanna Hein \(Facilitator\) Meeting](#)
 BDS Conf 4E
 Torgerson, Leanne
- 2:00 PM – 2:30 PM [Brian Quattlebaum \(Facility Permit Program Inspector\). one on one](#)
 Rebecca's Office
 Torgerson, Leanne
- 2:30 PM – 3:00 PM [David Kuhnhausen \(Permitting Services Manager\) one on one](#)
 Rebecca's Office
 Torgerson, Leanne

Details

Monday, May 21, 2018

- ▲ **Time** 8:00 AM – 9:30 AM
Subject Equity in Motion - "Interrupting Microaggressions In the Workplace"
 By PBOT Equity & Inclusion Manager, Zan Gibbs
Location 2500
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

- ▲ **Time** 11:00 AM – 12:50 PM
Subject Rebecca and Marshall one on one
Location Marshall's Office
Show Time As Busy

Just updating to show the actual time you met.

Leanne
X37937

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

▲ **Time** 1:00 PM – 2:45 PM

Subject Rebecca & Kim one on one

Location Rebecca's Office

Show Time As Busy

Just updating to show the actual time you met.

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

▲ **Time** 3:00 PM – 3:15 PM

Subject Rebecca, Nancy re: Demolition Appeal

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

▲ **Time** 3:00 PM – 3:45 PM

Subject Rebecca, Colleen, Leanne meeting

Location Rebecca's Office

Show Time As Busy

Updating to show the actual time we met.

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



Time	4:30 PM – 5:30 PM	
Subject	Technology Oversight Committee	
Location	Columbia Square, Rm 415, Floor 4, 10-12 ppl	
Show Time As	Busy Moving the May meeting.	
Attendees	Name <E-mail>	Attendance
	Clodius, Jen <Jen.Clodius@portlandoregon.gov>	Organizer
	Bauer, Dan <Dan.Bauer@portlandoregon.gov>	Optional
	Baer, Jeff <Jeff.Baer@portlandoregon.gov>	Required
	Whitehurst, Duane <Duane.Whitehurst@portlandoregon.gov>	Required
	bottsd@gmail.com <bottsd@gmail.com>	Required
	ken@theneubauers.org <ken@theneubauers.org>	Required
	Wilf Pinfeld <wilfred.pinfeld@gmail.com>	Required
	Dennis, Chris <chris@delaris.com>	Required
	Eden, Jess <Jessica.Eden@portlandoregon.gov>	Required
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
	Levy, Laurie <Laurie.Levy@portlandoregon.gov>	Required
	Dennis, Lisa <lisa@delaris.com>	Required
	Waraich, Saby <Saby.Waraich@portlandoregon.gov>	Required
	Mark Olivo <markolivo@comcast.net>	Required

Kinsella, Ryan <Ryan.Kinsella@portlandoregon.gov>	Required
Cote, Dan <Dan.Cote@portlandoregon.gov>	Optional
Bauer, Dan <Dan.Bauer@portlandoregon.gov>	Optional
Bristol, Elonda <Elonda.Bristol@portlandoregon.gov>	Optional
Rinehart, Tom <Tom.Rinehart@portlandoregon.gov>	Optional
Le, Doug <Doug.Le@portlandoregon.gov>	Optional
Rosenberg, Elyse <Elyse.Rosenberg@portlandoregon.gov>	Optional
Salazar, Ida <Ida.Salazar@portlandoregon.gov>	Optional
Shifley, Katie <Kathryn.Shifley@portlandoregon.gov>	Optional
Smith, Ralph <Ralph.Smith@portlandoregon.gov>	Optional
Christopher Dennis <chris@steaming-kettle.com>	Optional
Merlo, Carmen <Carmen.Merlo@portlandoregon.gov>	Optional
Mike Lynch <mlynch@salesforce.com>	Required

Tuesday, May 22, 2018

▲ **Time** 9:00 AM – 10:00 AM
Subject Rebecca and Kim one on one
Location Rebecca's Office
Recurrence Occurs every Tuesday effective 5/22/2018 until 5/22/2018 from 9:00 AM to 10:00 AM
Show Time As Busy
 Kim – I set your one on one with Rebecca every Tuesday at 9:00 but we can adjust, if needed.

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** 9:30 AM – 10:00 AM
Subject Eric Engstrom to join Rebecca and Kim one on one
Location her office
Show Time As Busy
Is this time at all possible for you? If not, I will work with Leanne to look for something else. Thanks.

Attendees

Name <E-mail>	Attendance
Tallant, Kimberly <Kimberly.Tallant@portlandoregon.gov>	Organizer
Engstrom, Eric <Eric.Engstrom@portlandoregon.gov>	Required
Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required

▲ **Time** 11:00 AM – 2:30 PM
Subject 2018 Annual BDS/Port of Portland Meeting
Location Port of Portland Headquarters (Airport), Conf. Room HQ 1 Fir Anchor
Importance High
Show Time As Busy
Here is the agenda for today's meeting.

Hi, All –

Just wanted to get this on your calendars. This is our annual BDS and Port of Portland meeting. We'll be meeting at the Port offices this year. The meeting will be from noon to 1:30 and they are providing lunch. This will be in place of our usual Senior Managers meeting. I have allowed 1-hour travel time to and from the meeting.

Anchor conference is on the first floor of the Port of Portland Headquarters building at the Airport. Lunch will be provided.

Directions to the building is in the link below. If driving, bring in your parking coupon for validation – we can try to carpool – depending on schedules. More to come on that as it gets closer to the date.

Park in the long-term parking garage, if it is full use the short-term garage.

<https://www2.portofportland.com/Inside/DirectionsAndMap>

Leanne
X37937

Attendees

Name <E-mail>	Attendance
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Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
Cote, Dan <Dan.Cote@portlandoregon.gov>	Required
Perry, Dora <Dora.Perry@portlandoregon.gov>	Required
Tallant, Kimberly <Kimberly.Tallant@portlandoregon.gov>	Required
Peterson, Andy <Andy.Peterson@portlandoregon.gov>	Required
Kuhnhausen, David <David.Kuhnhausen@portlandoregon.gov>	Required
Tebeau, David <David.Tebeau@portlandoregon.gov>	Required
Caron, Ross <Ross.Caron@portlandoregon.gov>	Required
Hajiyev, Elshad <Elshad.Hajiyev@portlandoregon.gov>	Required

▲ **Time** 2:30 PM – 2:45 PM

Subject Rebecca, Kim, Hillary re: Final call on Central City 2035

Location Rebecca's Office

Importance High

Show Time As Busy

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
Adam, Hillary <Hillary.Adam@portlandoregon.gov>	Required

▲ **Time** 3:00 PM – 3:30 PM

Subject Rebecca, Dora re: Equity Needs Assessment

Location Rebecca's Office

Show Time As Busy

Attendees

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

Wednesday, May 23, 2018

▲ **Time** 8:45 AM – 9:00 AM
Subject Rebecca, Thomas re: Director's Letter for the Checksheet
Location Rebecca's Office
Show Time As Busy
Rescheduling the 5/23/18 meeting only – due to a calendar conflict.

This 15-minute meeting will be to discuss the Director's Letter for the Checksheet – 3rd Wed at 8:45. We can reschedule, if necessary.

Best,
Leanne
X37937

Attendees	Name <E-mail>	Attendance
	Torgerson, Leanne <Leanne.Torgerson@portlandoregon.gov>	Organizer
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
	Ngo, Thomas <Thomas.Ngo@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 5/23/2018 until 5/23/2018 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** 11:00 AM – 12:00 PM
Subject Rebecca, Dan C, Elshad, Dan B, Saby re: Weekly POPS meeting
Location 1900 SW 4th Ave, - 5th floor - Director's Conf. Room

Recurrence Occurs every Wednesday effective 5/23/2018 until 5/23/2018 from 11:00 AM to 12:00 PM
Importance High
Show Time As Busy
 This is a weekly meeting regarding POPS. I hope this time works for all.

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
	Cote, Dan <Dan.Cote@portlandoregon.gov>	Required
	Hajiyev, Elshad <Elshad.Hajiyev@portlandoregon.gov>	Required
	Bauer, Dan <Dan.Bauer@portlandoregon.gov>	Required
	Waraich, Saby <Saby.Waraich@portlandoregon.gov>	Required
	Whitehurst, Duane <Duane.Whitehurst@portlandoregon.gov>	Optional
	Baer, Jeff <Jeff.Baer@portlandoregon.gov>	Optional

▲ **Time** 3:30 PM – 4:00 PM
Subject Rebecca, Duane one on one
Location Rebecca's Office
Recurrence Occurs the fourth Wednesday of every 1 month(s) effective 5/23/2018 until 5/23/2018 from 3:30 PM to 4:00 PM
Show Time As Busy
 This is a monthly one on one on the 4th Wed of each month.

Attendees	Name <E-mail>	Attendance
	Leanne X37937	

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

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

Whitehurst, Duane
<Duane.Whitehurst@portlandoregon.gov> Required

Thursday, May 24, 2018

▲ **Time** 9:00 AM – 10:00 AM
Subject Rebecca, Leanne, and Colleen meeting
Location Rebecca's Office
Recurrence Occurs every Thursday effective 5/24/2018 until 5/24/2018 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
Poole, Colleen <Colleen.Poole@portlandoregon.gov>	Required

▲ **Time** 1:00 PM – 1:30 PM
Subject TW speaking into BDS Rick Best memorial (Jennifer and Seraphie)
Location 2020 SW 4th Ave. Ste 300, Portland, OR 97201 1st Floor BDS
Show Time As Busy

The event will be at the CH2M Building, on the first floor, in the Lincoln Room (2020 SW 4th Ave).

The tribute will be from 1:00-1:30, with the opportunity for staff to stay longer and talk (1:30-2:30 PM), share memories of Rick, talk about the events now that a year has passed, etc. We're arranging to have an EAP counselor there to help, if needed.

Unless any of you want to do it differently, we will start at 1:00 PM in this sequence:

- * I'll welcome everyone, and then introduce the Mayor
- * Mayor Wheeler will speak
- * Then I'll introduce Commissioner Eudaly
- * Commissioner Eudaly will speak.
- * I'll speak. We'll take a moment of silence to remember Rick.
- * We may have one or two others speak.
- * Then I will invite any of the staff who want to stay afterwards (1:30-2:30) to stay, and we'll move the chairs to form more of a circle to make the conversations easier.

If you have any other suggestions, or want a different sequence, I am open.

Attendees	Name <E-mail>	Attendance
	Wheeler, Ted <Ted.Wheeler@portlandoregon.gov>	Organizer
	Henderson, Maurice <Maurice.Henderson@portlandoregon.gov>	Required
	Arguinzoni, Jennifer <Jennifer.Arguinzoni@portlandoregon.gov>	Required
	Cox, Michael <Michael.B.Cox@portlandoregon.gov>	Required
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required



Time 1:00 PM – 2:30 PM
Subject Rick Best Tribute - one year anniversary (see below)
Location Lincoln Room - 1st floor - CH2M Building (2020 SW 4th Ave)
Show Time As Busy
This is an optional event, on paid City time, primarily for City staff who knew and worked with Rick.

We are coming up on the one-year anniversary of losing our friend and colleague, Rick Best, as part of the events that occurred on the MAX train May 26, 2017 at the Hollywood Transit Center. Some of you have been hired since then, and didn't have the opportunity to know Rick. But I wanted to provide an opportunity for staff to get together to remember Rick and what he stood for, and honor his heroism, as well as check in with each other on how we're doing with the grief and loss we feel.

This event is divided into two parts:

* 1:00-1:30 PM - Mayor Wheeler, Commissioner Eudaly, and a few others will speak and we'll share a moment of silence. Any staff attending can leave when this part is over. Those who are interested can stay for the 2nd part of the event.

* 1:30-2:30 PM – This is an opportunity for staff to stay longer and talk informally, share memories of Rick, and talk about how it's impacted us (grief, trauma, loss, anger, etc.). We will have two EAP counselors there as well, as we continue to process all of this. Anniversaries of events can bring back strong feelings and memories, and renewed grief. I want to make this a safe, supportive space as we continue to process all of this one year later.

On Friday, May 25th, we'll install the plaque in the location on the 2nd floor above the little seating area. So please don't be surprised when you see it there. It will be good to have it up in its place, as we mark this anniversary.

Take care,
Rebecca

Attendees	Name <E-mail>	Attendance
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Organizer
	BDS List (All Employees) <OPDRList@portlandoregon.gov>	Required
	Beard, Rod <Rod.Beard@portlandoregon.gov>	Required
	Henderson, Maurice (internal) <MAH2@portlandoregon.gov>	Optional
	Chisek, Kyle <Kyle.Chisek@portlandoregon.gov>	Optional
	Allen, Seraphie <Seraphie.Allen@portlandoregon.gov>	Optional
	Runkel, Marshall <Marshall.Runkel@portlandoregon.gov>	Optional
	Richards, Gary <Gary.Richards@portlandoregon.gov>	Optional
	Calvert, Kris <Kris.Calvert@portlandoregon.gov>	Optional
	Smith, James <James.Smith@portlandoregon.gov>	Optional
	Saechao, Chai <Chai.Saechao@portlandoregon.gov>	Optional
	Mick, Erin <Erin.Mick@portlandoregon.gov>	Optional
	Torres, Patrick <Patrick.Torres@portlandoregon.gov>	Optional
	Winegarden, Faith <Faith.Winegarden@portlandoregon.gov>	Optional
	POPS Project Team <POPSPROJECTTEAM@portlandoregon.gov>	Optional
	Duvall, Laura <Laura.DuVall@portlandoregon.gov>	Optional

▲ **Time** 3:00 PM – 3:45 PM
Subject Rebecca, Dan one on one
Location Rebecca's Office
Show Time As Busy
Shortening due to a calendar conflict.....she needs to be at City Hall by 4:00.

LT

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** 4:00 PM – 5:00 PM
Subject PPS Tubman Update Meeting
Location Mayor's Office
Show Time As Busy
 This looked like the soonest available time to talk about the status of permitting at Tubman.

 It didn't look like everybody was free at this time, but Maurice would like an update ASAP.

 Please let me know if you have an unresolvable conflict.

Attendees	Name <E-mail>	Attendance
	Marshall Runkel, Marshall <Marshall.Runkel@portlandoregon.gov>	Organizer
	Tallant, Kimberly <Kimberly.Tallant@portlandoregon.gov>	Required
	Peterson, Andy <Andy.Peterson@portlandoregon.gov>	Required
	Gill, Lisa <Lisa.Gill@portlandoregon.gov>	Required
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
	Henderson, Maurice <Maurice.Henderson@portlandoregon.gov>	Required
	James, Angel <Angel.James@portlandoregon.gov>	Required
	Mayor's Conference Room <mayorconfrm@portlandoregon.gov>	Optional

Friday, May 25, 2018

▲ **Time** 10:00 AM – 11:30 AM
Subject Rebecca, Kareen, Alanna meeting
Location BDS Conf 4E
Importance High
Show Time As Busy
Location change! (to the left off the elevators on 4 - at the end of the hall)

Rescheduling to 5/25/18 due to a calendar conflict.

Alanna – Please check-in at the 5th floor reception when you arrive.

Best,
Leanne
503.823.7937

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
	Alanna Hein <heinconsultinggroup@gmail.com>	Required

▲ **Time** 2:00 PM – 2:30 PM
Subject Rebecca and Brian Q. 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
	Quattlebaum, Brian <Brian.Quattlebaum@portlandoregon.gov>	Required

▲ **Time** 2:30 PM – 3:00 PM
Subject Rebecca and David K 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
	Esau, Rebecca <Rebecca.Esau@portlandoregon.gov>	Required
	Kuhnhausen, David <David.Kuhnhausen@portlandoregon.gov>	Required
