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**Esau, Rebecca Calendar**  
Monday, February 11, 2019 – Sunday, February 17, 2019

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**February 2019**  
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**February 2019**

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▲ **Mon, Feb 11**

- 10:30 AM – 11:00 AM travel
  - 11:00 AM – 11:30 AM Kyle Chisek (BDS Liaison at the Mayor's Office) one on one
  - 11:30 AM – 12:00 PM travel
  - 2:00 PM – 3:30 PM 2019 Weekly Senior Manager Meetings
  - 3:45 PM – 4:45 PM Elshad Hajiyev (Business Operations & Finance Services Managers) one on one
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▲ **Tue, Feb 12**

- 8:00 AM – 9:00 AM Discussion of Appeal 18972 Modification of all-user stall partitions
  - 9:00 AM – 10:00 AM Kim Tallant (Principal Planner) one on one
  - 10:30 AM – 11:00 AM Mark Feters (Development Review Advisory Committee support) re: Discuss Development Review Advisory Committee Memberships
  - 1:00 PM – 2:00 PM HR Issue
  - 2:00 PM – 2:15 PM Rebecca, Nancy, Terry, re: Discuss the BCD Conflict of Interest rules
  - 3:00 PM – 3:30 PM Dan Coté (Interim Portland Online Permitting System & Inspection Services Manager), Elshad Hajiyev (Business Operations & Finance Services Manager), Brenda Fahey (Internal Business Services), Kathy Sharp (BHR Business Partner) Clarify Tasks and Classification Interpretation
  - 3:30 PM – 4:30 PM Dan Coté (Interim Portland Online Permitting System & Inspection Services Manager) one on one
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▲ **Wed, Feb 13**

- 11:00 AM – 12:00 PM Chris Dennis (QA Consultant) to attend Weekly Portland Online Permitting System Executive Meeting to present Technology Oversight Committee Report
  - 2:00 PM – 2:30 PM City Attorney Monthly meeting
  - 3:00 PM – 4:00 PM David Kuhnhausen (Permitting Services Manager), Doug Morgan (Plan Review Services Manager), Andy Peterson (Special Projects Manager), Elshad Hajiyev (Business Operations & Finance Services Manager) re: Major Projects Group, Process Management Program
  - 5:00 PM – 5:30 PM Justin Wood (Development customer) via phone
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▲ **Thu, Feb 14**

- 9:00 AM – 9:30 AM Leanne Torgerson (Director's Executive Assistant) meeting
  - 11:30 AM – 12:00 PM HR Issue
  - 2:00 PM – 2:30 PM Doug Morgan (Plan Review Services Manager) one on one
  - 2:30 PM – 3:00 PM David Kuhnhausen (Permitting Services Manager) one on one
  - 3:00 PM – 4:00 PM Special Senior Managers Meeting re: AMANDA Training plans
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▲ **Fri, Feb 15**

- 10:30 AM – 11:00 AM Elshad Hajiyev (Business Operations & Finance Services Manager), Dan Coté (Interim Portland Online Permitting System & Inspection Services Manager) Check-in
  - 11:30 AM – 12:00 PM Alex Cousins (Communications Manager) one on one
  - 2:00 PM – 2:30 PM Ross Caron (Bureauwide Projects) one on one
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