#### Esau, Rebecca Calendar

Monday, April 22, 2019 - Sunday, April 28, 2019

#### **April 2019**

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

### **April 2019**

#### Mon, Apr 22

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

1:30 PM – 1:45 PM Emily Sandy (Code & Policy Development staff) re:

Temporary Suspension of Motor Vehicle Fuels Admin

Rule

2:00 PM – 4:00 PM Emily Volpert to attend Senior Manager meeting

4:00 PM - 4:30 PM travel

4:30 PM – 6:30 PM Technology Oversight Committee meeting

#### Tue, Apr 23

All Day Out Sick

### Wed, Apr 24

9:00 AM – 9:30 AM	Doug Morgan (Plan Review Services Manager) one on
	one

9:30 AM – 10:00 AM Ross Caron (Bureauwide Projects Manager) one on one

10:00 AM – 10:30 AM Beth Benton (Property Compliance Inspections

Manager) Monthly one on one

■ 11:00 AM − 12:00 PM Weekly Portland Online Permitting System Executive

meeting

1:00 PM – 1:30 PM Dave Tebeau (Residential Inspection Services Manager)

Monthly one on one

1:30 PM – 2:00 PM	Catherine Heeb (Plan Review staff) one on one
3:00 PM – 3:30 PM	Mark Fetters (Development Review Ad re: DRAC Applications
3:30 PM – 4:00 PM	Duane Whitehurst (Portland Online Permitting System Manager) one on one
4:00 PM – 5:00 PM	Portland Online Permitting System Training
5:00 PM – 5:30 PM	Elshad Hajiyev (Business Operations & Finance Services Manager), Doug Morgan (Plan Review Services Manager) re: Life Safety Hiring

## ▲ Thu, Apr 25

8:00 AM – 9:00 AM	Kids at Work Day Orientation
9:00 AM – 10:00 AM	Leanne Torgerson (Executive Assistant) meeting
10:00 AM – 10:30 AM	Meeting with John Russell (Development Customer)
11:30 AM – 12:45 PM	Andrea Durbin (Planning & Sustainability Director) lunch meeting
1:00 PM – 2:00 PM	Building Official's Meeting
2:00 PM – 2:30 PM	Alex Cousins (Communications Manager) one on one
2:30 PM – 3:00 PM	David Kuhnhausen (Permitting Services Manager) one on one
3:00 PM – 4:00 PM	Dan Coté (Interim Portland Online Permitting System & Inspection Services Manager) one on one

# Fri, Apr 26

10:00 AM – 10:30 AM	Pre-LMC Co-Chairs Meeting (reschedule)
10:30 AM – 11:00 AM	Training Transition Planning
11:00 AM – 12:00 PM	Elshad Hajiyev (Business Operations & Finance Services Manager) one on one
12:00 PM – 12:30 PM	Rebecca and Colleen one on one