

CFO Michelle Kirby Calendar

April 1 – June 30, 2021

- Busy
- Tentative
- Out of Office
- Working Elsewhere

April 2021

▲ Thu, Apr 1

- 9:30 AM – 12:30 PM City Council Work Session: FY 2021-22 Budget Development
- 11:30 AM – 12:30 PM Bureau Directors Monthly Meeting
- 2:00 PM – 2:30 PM CFO/ Procurement Manager Check-in
- 3:00 PM – 4:30 PM ITS Steering Committee Meeting

▲ Fri, Apr 2

- All Day Vacation Day

▲ Mon, Apr 5

- 8:30 AM – 9:00 AM PREP: ERSCC
- 9:30 AM – 11:00 AM OMF Leadership Team Meetings
- 11:30 AM – 1:00 PM Economic Relief & Stimulus Coordinating Council
- 12:00 PM – 1:00 PM GFOA - Local Government Forum
- 2:00 PM – 2:30 PM CFO/ BRFS Deputy Director Check-in
- 2:30 PM – 2:45 PM Debrief: ERSCC
- 3:30 PM – 3:55 PM CAO/ CFO Check-in

▲ Tue, Apr 6

- 10:00 AM – 10:30 AM CFO/ City Controller Check-in
- 11:00 AM – 12:00 PM Debt Management Weekly Check-In Meeting
- 1:00 PM – 1:30 PM CFO/ Risk Manager Check-in
- 1:30 PM – 2:00 PM CFO/ BHR Director Check-in
- 2:30 PM – 3:00 PM Shannon Callahan/Tom Monthly (adding Michelle K.)
- 4:00 PM – 4:30 PM Directors 2x Weekly Check-in
- 4:30 PM – 5:00 PM CFO/ DCAO Check-in

▲ Wed, Apr 7

- 9:00 AM – 9:25 AM CFO/ SPOT Manager
- 10:00 AM – 10:15 AM CAO/ CFO/ DCAO/ Strategic Projects Manager
- 11:00 AM – 11:30 AM CFO/ City Controller/ Grants Program Manager

▲ **Thu, Apr 8**

- 10:00 AM – 10:45 AM ERSCC Roadmap Planning
- 11:00 AM – 12:00 PM CFO/ Strategic Projects Manager Check-in
- 1:00 PM – 2:00 PM Project Scope- Social Equity in Contracting
- 4:00 PM – 4:30 PM Directors 2x Weekly Check-in

▲ **Fri, Apr 9**

- 9:30 AM – 10:00 AM CAO/ CFO/ SPOT Manager/ Don Shanklin, Propel Insurance/ Nate McCoy, NAMC-Oregon/ Molly Washington, NAMC-Oregon re: Bonding Program
- ▨ 11:00 AM – 12:00 PM OGR Weekly Liaison Briefing
- 12:00 PM – 12:15 PM CFO/ SPOT Manager Check-in
- 1:00 PM – 2:00 PM CFO/ Interim Chief Procurement Officer Check-in

▲ **Mon, Apr 12**

- 8:30 AM – 9:00 AM PREP: ERSCC
- 9:00 AM – 10:00 AM ESG/CSR Reporting and Assessment Tool - EcoVadis Introduction
- 11:30 AM – 1:00 PM Economic Relief & Stimulus Coordinating Council
- ▨ 12:00 PM – 1:00 PM GFOA - Local Government Forum
- 1:30 PM – 1:45 PM Director update: employee vaccine clinic cancelled
- 3:00 PM – 3:30 PM Debrief: ERSCC
- 3:30 PM – 4:00 PM CAO/ CFO Check-in

▲ **Tue, Apr 13**

- 9:00 AM – 9:45 AM CFO/ Interim Chief Procurement Officer/ OEHR Sr. Policy Advisor
- 10:00 AM – 10:30 AM CFO/ City Controller Check-in
- 11:00 AM – 12:00 PM Debt Management Weekly Check-In Meeting
- 1:00 PM – 2:00 PM CFO/ City Treasurer Check-in
- 2:00 PM – 2:30 PM CFO/ Risk Manager Check-in
- 3:00 PM – 3:30 PM CFO/ BRFS Deputy Director Check-in
- 4:00 PM – 4:30 PM Directors 2x Weekly Check-in

▲ **Wed, Apr 14**

- 8:30 AM – 8:45 AM CAO/ CFO Check-in
- ▨ 9:00 AM – 10:30 AM Social Equity in Contracting Discussion
- 10:30 AM – 10:45 AM ERSCC and Transition Planning (weekly)
- 11:00 AM – 11:55 AM CFO/ Mayor's CoS Check-in
- 12:00 PM – 12:30 PM BOLT Meeting

- 2:00 PM – 2:25 PM CFO/ SPOT Manager Check-in
- 3:00 PM – 4:00 PM CFO/ OMF Bus. Ops. Manager/ OMF Administrative Supervisor/ OMF Financial Analyst Check-in
- 4:00 PM – 4:30 PM CFO/ Strategic Projects Manager Check-in

▲ **Thu, Apr 15**

- 11:30 AM – 12:00 PM Social Equity in Contracting - Spring BMP follow up
- 12:00 PM – 1:00 PM CFO/ Interim Chief Procurement Officer/ OMF HR Business Partner/ BHR Employee Relations Specialist (2)
- 1:00 PM – 2:00 PM CFO/ Interim Chief Procurement Officer Check-in
- 3:00 PM – 4:30 PM ITS Steering Committee Meeting
- 4:00 PM – 4:30 PM Directors 2x Weekly Check-in

▲ **Fri, Apr 16**

- 9:00 AM – 10:00 AM CFO/DCAO Check-in
- 10:00 AM – 12:00 PM PERS Employee Advisory Group Meeting
- ▨ 11:00 AM – 12:00 PM OGR Weekly Liaison Briefing
- 12:30 PM – 1:00 PM CFO/ Mayor's Deputy CoS Check-in

▲ **Mon, Apr 19**

- 9:00 AM – 9:15 AM CAO/ BHR Director/ CFO check-in
- 9:30 AM – 11:00 AM OMF Leadership Team Meetings
- 11:30 AM – 1:00 PM ERSCC Next Steps
- ▨ 12:00 PM – 1:00 PM GFOA - Local Government Forum
- 2:00 PM – 2:30 PM CFO/ BRFS Deputy Director Check-in
- 3:30 PM – 4:00 PM CAO/ CFO Check-in

▲ **Tue, Apr 20**

- 11:00 AM – 12:00 PM Debt Management Weekly Check-In Meeting
- 1:00 PM – 2:30 PM Financial Year End Process kick-off
- 4:00 PM – 4:30 PM Directors 2x Weekly Check-in
- ▨ 6:00 PM – 9:00 PM CoP Leadership Protest Briefing/Coordination Room

▲ **Wed, Apr 21**

- All Day Administrative Professionals Day
- 9:00 AM – 9:30 AM CFO/ OMF BHR Business Partner Check-in
- 10:30 AM – 11:30 AM City Council Meeting
- ▨ 12:00 PM – 1:00 PM WE - Share the Light Reading Circle
- 1:30 PM – 2:00 PM Prep w/ Directors: Citywide Asset Management Council Work Session

- 2:00 PM – 2:30 PM CFO/ Grants Program Manager Check-in
 - 3:00 PM – 4:00 PM CFO/ BRFS Staff/ Don Shanklin, Propel Insurance/ Molly Washington and Nate McCoy, NAMC Oregon/ Ingrid Merriwether & Williams Insurance Services
 - ▨ 6:00 PM – 11:00 PM CoP Leadership Protest Briefing/Coordination Room
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▲ **Thu, Apr 22**

- 8:30 AM – 9:30 AM CFO/ City Controller Check-in
 - 11:00 AM – 12:00 PM CFO/ Strategic Projects Manager Check-in
 - 12:30 PM – 12:55 PM CFO/ SPOT Manager/ Interim Chief Procurement Officer/ BRFS Financial Analyst
 - 1:00 PM – 2:00 PM CFO/ Interim Chief Procurement Officer Check-in
 - 3:00 PM – 4:00 PM BRFS Division Managers Meeting
 - 4:00 PM – 4:30 PM Directors 2x Weekly Check-in
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▲ **Fri, Apr 23**

- 10:00 AM – 11:00 AM CAO Managers Meeting
 - 11:00 AM – 11:30 AM CFO/ Workforce Recruitment & Training Manager/ BHR Analyst
 - ▨ 11:00 AM – 12:00 PM OGR Weekly Liaison Briefing
 - 2:00 PM – 2:15 PM CFO/ OMF HR Business Partner Quick Check-in
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▲ **Mon, Apr 26**

- 8:30 AM – 9:00 AM PREP: ERSCC
 - 9:00 AM – 9:30 AM ESG/CSR Assessment Tool - EcoVadis follow-up
 - ▨ 10:00 AM – 11:30 AM Social Equity in Contracting
 - 11:30 AM – 1:00 PM Economic Relief & Stimulus Coordinating Council
 - ▨ 12:00 PM – 1:00 PM GFOA - Local Government Forum
 - 1:00 PM – 1:30 PM CFO/ Risk Manager Check-in
 - 2:00 PM – 2:30 PM CFO/ BRFS Deputy Director Check-in
 - 2:30 PM – 3:30 PM Change Advisory Board Meeting
 - 3:30 PM – 4:00 PM CAO/ CFO Check-in
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▲ **Tue, Apr 27**

- 11:00 AM – 12:00 PM Debt Management Weekly Check-In Meeting
 - 1:00 PM – 2:00 PM CFO/ City Treasurer Check-in
 - 2:00 PM – 3:00 PM US Bank P-Card Contract & Implementation Briefing
 - 4:00 PM – 4:30 PM Directors 2x Weekly Check-in
 - 4:45 PM – 5:15 PM CFO/ Interim Chief Procurement Officer
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▲ **Wed, Apr 28**

- 10:00 AM – 11:00 AM Government Entities: Economic Outlook and Industry Update (webcast)
 - 10:45 AM – 11:45 AM City Council Meeting
 - 12:00 PM – 12:30 PM BOLT Meeting
 - 1:30 PM – 1:45 PM CFO/ Deputy City Attorney
 - 2:00 PM – 3:00 PM CFO/ OMF Bus. Ops. Manager/ OMF Administrative Supervisor/ OMF Financial Analyst Check-in
 - 3:00 PM – 4:00 PM Monthly Procurement Staff Meeting
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▲ **Thu, Apr 29**

- 9:00 AM – 9:30 AM CFO/ City Controller Check-in
 - 1:00 PM – 2:00 PM CFO/ Interim Chief Procurement Officer Check-in
 - 3:00 PM – 4:30 PM ITS Steering Committee Meeting
 - 4:00 PM – 4:30 PM Directors 2x Weekly Check-in
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▲ **Fri, Apr 30**

- 9:00 AM – 9:30 AM CFO/ City Treasurer/ City Attorney/ Sr. Deputy City Attorney
 - 9:30 AM – 10:00 AM CAO/ CFO/ City Treasurer/ City Debt Manager/ City Investments Officer
 - ▨ 11:00 AM – 12:00 PM OGR Weekly Liaison Briefing
 - 12:30 PM – 1:00 PM Charter Revision discussion
 - 2:00 PM – 2:30 PM Procurement AP 9 Report meeting
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May 2021

▲ **Mon, May 3**

- All Day vacation day
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▲ **Tue, May 4**

- 10:00 AM – 10:30 AM CFO/ City Controller Check-in
 - 11:00 AM – 12:00 PM Debt Management Weekly Check-In Meeting
 - 1:00 PM – 2:00 PM DEEP and Women's Empowerment Meeting
 - 2:00 PM – 2:30 PM CAO/ CFO/ SPOT Manager Check-in
 - 3:00 PM – 3:30 PM CAO/ CFO Check-in
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▲ **Wed, May 5**

- 9:00 AM – 9:30 AM CAO/ CFO/ Strategic Projects Manager/ BRFS Deputy Director/ SPOT Manager
- 9:30 AM – 12:00 PM City Council Meeting

- 10:00 AM – 10:30 AM CFO/ Audit Services Manager Check-in
 - ▨ 12:00 PM – 1:30 PM Social Equity in Contracting Meeting
 - 2:00 PM – 2:30 PM CFO/ BRFS Deputy Director Check-in
 - 3:30 PM – 4:00 PM ERSCC
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▲ **Thu, May 6**

- 11:00 AM – 12:00 PM CFO/ Strategic Projects Manager Check-in
 - 12:00 PM – 1:00 PM Bureau Directors Monthly Meeting
 - 1:00 PM – 2:00 PM CFO/ Interim Chief Procurement Officer Check-in
 - 3:00 PM – 4:00 PM BRFS Division Managers Meeting
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▲ **Fri, May 7**

- 10:00 AM – 11:00 AM CFO/ City Controller/ BTS Project Manager/ Info. Systems Manager/ BTS SAP Manager
 - ▨ 11:00 AM – 12:00 PM OGR Weekly Liaison Briefing
 - 11:30 AM – 12:30 PM CFO/ Mayor's CoS Check-in
 - 1:00 PM – 1:25 PM CFO/ Interim Chief Procurement Officer/ SPOT Manager Check-in
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▲ **Mon, May 10**

- 8:30 AM – 9:00 AM PREP: ERSCC
 - 11:30 AM – 1:00 PM Economic Relief & Stimulus Coordinating Council
 - ▨ 12:00 PM – 1:00 PM GFOA - Local Government Forum
 - 1:00 PM – 1:45 PM Comm. Mapps/ CFO Check-in
 - 2:00 PM – 2:30 PM CFO/ BRFS Deputy Director Check-in
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▲ **Tue, May 11**

- 9:30 AM – 10:00 AM City Collections Audit Findings
 - 12:00 PM – 1:00 PM Charter Commission Bureau Directors Panel - Cross Bureau Support Group
 - 1:15 PM – 2:00 PM CFO/ City Treasurer Check-in
 - 2:00 PM – 2:30 PM CFO/ City Controller Check-in
 - 3:00 PM – 4:00 PM Debt Management Weekly Check-In Meeting
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▲ **Wed, May 12**

- 9:00 AM – 9:30 AM CFO/ Risk Manager Check-in
 - ▨ 9:30 AM – 12:00 PM City Council Meeting
 - 1:00 PM – 1:30 PM CAO/ CFO Check-in
 - 1:30 PM – 2:00 PM CAO/ CFO/ Strategic Projects Manager Check-in
 - 3:30 PM – 4:00 PM CFO/ OMF HR Business Partner Check-in
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▲ **Thu, May 13**

- 8:30 AM – 9:00 AM City Attorney/CFO Check-in
 - 9:30 AM – 10:00 AM CAO/ PHB Director/ CFO Check-in
 - 10:00 AM – 10:15 AM CFO/ Mayor’s CoS Phone Call
 - 1:00 PM – 2:00 PM CFO/ Interim Chief Procurement Officer Check-in
 - 3:00 PM – 4:30 PM ITS Steering Committee Meeting
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▲ **Fri, May 14**

- 9:00 AM – 9:25 AM ERSCC and Transition Planning (weekly)
 - ▨ 11:00 AM – 12:00 PM OGR Weekly Liaison Briefing
 - 2:00 PM – 3:00 PM CFO/ OMF Bus. Ops. Manager/ OMF Administrative Supervisor/ OMF Financial Analyst Check-in
 - 4:00 PM – 5:00 PM Disaster Policy Council Meeting re: gun violence emergency
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▲ **Mon, May 17**

- 8:30 AM – 9:00 AM PREP: ERSCC
 - 9:30 AM – 11:00 AM OMF Leadership Team Meetings
 - ▨ 10:00 AM – 12:00 PM Social Equity in Contracting Core Team Meeting
 - 11:30 AM – 1:00 PM Economic Relief & Stimulus Coordinating Council
 - ▨ 12:00 PM – 1:00 PM GFOA - Local Government Forum
 - 2:00 PM – 2:30 PM Debrief: ERSCC
 - 2:30 PM – 3:00 PM CFO/ BRFS Deputy Director/ OMF HR Business Partner/ Revenue Division Manager
 - 3:30 PM – 4:00 PM CAO/ CFO Check-in
 - 5:00 PM – 5:30 PM CFO/ City Controller/ Grants Program Manager
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▲ **Tue, May 18**

- 9:00 AM – 10:30 AM Pay Equity Training for Managers & Supervisors
 - 11:00 AM – 12:00 PM Debt Management Weekly Check-In Meeting
 - 1:00 PM – 1:30 PM CFO/ OMF Financial Analyst
 - 2:00 PM – 2:30 PM CAO/ CFO/ SPOT Manager Check-in
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▲ **Wed, May 19**

- 8:00 AM – 9:00 AM GFOA Webinar - What you Need to Know About the American Rescue Plan Act: Funding for State and Local Governments
- 1:00 PM – 2:00 PM ECONorthwest: ARP Distribution, Gaps & Priority Investments Discussion
- 2:30 PM – 3:00 PM Comm Hardesty’s Policy Director/ CFO
- 3:00 PM – 3:25 PM CFO/ SPOT Manager/ Procurement Contracts Coordinator

■ 4:00 PM – 5:00 PM CFO/ Interim Chief Procurement Officer Check-in

▲ **Thu, May 20**

■ 8:30 AM – 9:00 AM CFO/ City Controller Check-in
■ 9:30 AM – 11:00 AM Disaster Policy Council meeting
■ 11:00 AM – 12:00 PM CFO/ Strategic Projects Manager Check-in
■ 3:00 PM – 4:00 PM BRFS Division Managers Meeting
■ 4:00 PM – 4:30 PM Directors 2x Weekly Check-in

▲ **Fri, May 21**

■ 9:00 AM – 10:00 AM CFO/DCAO Check-in
▨ 11:00 AM – 12:00 PM OGR Weekly Liaison Briefing
■ 11:30 AM – 12:00 PM Comm. Hardesty/ CFO Check-in
■ 12:30 PM – 1:30 PM City of Portland Conversation with Fairfax County, VA regarding EcoVadis

▲ **Mon, May 24**

■ 11:30 AM – 12:30 PM ARP Pre Proposal Work Session
▨ 12:00 PM – 1:00 PM GFOA - Local Government Forum
■ 12:30 PM – 1:00 PM ARP: Council Work Session Prep
■ 2:00 PM – 2:30 PM CFO/ BRFS Deputy Director Check-in
■ 3:00 PM – 3:30 PM CFO/ Risk Manager Check-in

▲ **Tue, May 25**

■ 9:30 AM – 11:30 AM City Council Work Session: ARPA Allocation Framework
■ 11:35 AM – 11:50 AM City Council Work Session Debrief
■ 1:00 PM – 1:30 PM Comm. Rubio/ CFO/ Comm. Rubio CoS Check-in
■ 2:00 PM – 4:00 PM Economic Recovery Task Force
■ 4:00 PM – 4:30 PM Directors 2x Weekly Check-in
■ 4:30 PM – 4:55 PM CFO/ SPOT Manager/ OMF HR Business Partner

▲ **Wed, May 26**

■ 10:30 AM – 11:30 AM CFO/ City Treasurer Check-in
■ 12:00 PM – 12:30 PM BOLT Meeting
■ 1:00 PM – 1:30 PM CFO/ City Controller Check-in
■ 1:30 PM – 1:55 PM COEP Funding Strategy
■ 3:00 PM – 3:30 PM Final Check-in: Citywide Asset Management Council Work Session
■ 3:30 PM – 4:00 PM CFO/ OMF Bus. Ops. Manager/ OMF Administrative Supervisor/ OMF Financial Analyst Check-in

- 4:00 PM – 5:00 PM At The Table: A Conversation About Women in Leadership
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▲ **Thu, May 27**

- ▨ 10:00 AM – 11:30 AM Fair Contracting Forum +
 - 1:00 PM – 2:00 PM CFO/ Interim Chief Procurement Officer Check-in
 - 3:00 PM – 4:30 PM ITS Steering Committee Meeting
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▲ **Fri, May 28**

- 9:45 AM – 10:00 AM CFO/ SPOT Manager
 - ▨ 11:00 AM – 12:00 PM OGR Weekly Liaison Briefing
 - 11:30 AM – 12:30 PM CARES Act funding discussion
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▲ **Mon, May 31**

■ All Day Holiday

June 2021

▲ **Tue, Jun 1**

- 9:30 AM – 11:00 AM City Council Work Session – City Asset Management
 - 11:00 AM – 12:00 PM Debt Management Weekly Check-In Meeting
 - 12:00 PM – 1:00 PM GFOA Local Government Forum
 - ▨ 1:00 PM – 3:00 PM Social Equity in Contracting
 - 2:30 PM – 3:00 PM CFO/ City Controller Check-in
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▲ **Wed, Jun 2**

- ▨ 9:30 AM – 12:00 PM City Council Meeting
 - 11:00 AM – 12:00 PM Updated ARP Process Work Session
 - 12:30 PM – 12:34 PM CFO/ Interim Chief Procurement Officer
 - 1:30 PM – 2:00 PM CAO/ CFO Check-in
 - 2:30 PM – 3:00 PM CAO/ CFO/ SPOT Manager Check-in
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▲ **Thu, Jun 3**

- 11:00 AM – 12:00 PM CFO/ Strategic Projects Manager Check-in
 - 12:00 PM – 1:00 PM Bureau Directors Monthly Meeting
 - 2:00 PM – 2:45 PM CFO/ Interim Chief Procurement Officer Check-in
 - 3:00 PM – 4:00 PM BRFS Division Managers Meeting
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▲ **Fri, Jun 4**

- 10:00 AM – 11:00 AM Multnomah County Financial Review Team Meeting - Visitor Facilities Trust Account
 - ▨ 11:00 AM – 12:00 PM OGR Weekly Liaison Briefing
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▲ **Mon, Jun 7**

- ▨ 12:00 PM – 1:00 PM GFOA - Local Government Forum
 - 1:00 PM – 1:30 PM CFO/ BRFS Deputy Director Check-in
 - 2:30 PM – 3:00 PM Comm. Ryan/CFO Check-in
 - 3:30 PM – 4:00 PM CAO/ CFO Check-in
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▲ **Tue, Jun 8**

- 9:00 AM – 9:15 AM ERSCC and Transition Planning (weekly)
 - 10:00 AM – 10:30 AM CFO/ City Controller Check-in
 - 11:00 AM – 12:00 PM Debt Management Weekly Check-In Meeting
 - 1:00 PM – 2:00 PM CFO/ City Treasurer Check-in
 - 2:30 PM – 3:00 PM CFO/ Risk Manager Check-in
 - 4:00 PM – 4:30 PM Directors 2x Weekly Check-in
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▲ **Wed, Jun 9**

- ▨ 10:00 AM – 12:00 PM City Council Meeting
 - 12:00 PM – 12:30 PM BOLT Meeting
 - 1:00 PM – 1:30 PM CFO/ SPOT Manager Check-in
 - ▨ 2:00 PM – 5:00 PM City Council Meeting - budget adoption
 - 3:00 PM – 4:00 PM CFO/ OMF Bus. Ops. Manager/ OMF Administrative Supervisor/ OMF Financial Analyst/ Interim Chief Procurement Officer/ BRFS Financial Analyst
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▲ **Thu, Jun 10**

- 1:30 PM – 2:00 PM CFO/ Interim Chief Procurement Officer Check-in
 - 2:00 PM – 2:30 PM CFO/ Strategic Projects Manager Check-in
 - 3:30 PM – 3:45 PM CFO/ SPOT Manager/ OMF Administrative Specialist Check-in
 - 4:00 PM – 4:30 PM Directors 2x Weekly Check-in
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▲ **Fri, Jun 11**

- 8:30 AM – 9:30 AM Visitor Development Fund Board Meeting
 - 11:30 AM – 12:00 PM CFO/ City Controller Check-in
 - 3:30 PM – 3:55 PM CFO/ SPOT Manager/ OMF HR Business Partner
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▲ **Mon, Jun 14**

- 9:30 AM – 11:00 AM OMF Leadership Team Meetings
 - ▨ 12:00 PM – 1:00 PM GFOA - Local Government Forum
 - ▨ 4:00 PM – 4:25 PM SPOT Manager/ Interim Chief Procurement Officer/
OMF Strategic Communications Manager/ CFO
 - 4:00 PM – 4:30 PM CFO/ CBO Check-in
 - 4:30 PM – 5:00 PM PREP: ERSCC
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▲ **Tue, Jun 15**

- 8:00 AM – 8:30 AM CAO/ CFO Check-in
 - 10:00 AM – 10:30 AM CFO/ City Controller Check-in
 - 2:00 PM – 2:30 PM CAO/ CFO/ SPOT Manager Check-in
 - 3:00 PM – 4:00 PM Economic Relief and Stimulus Coordinating Council
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▲ **Wed, Jun 16**

- ▨ 9:30 AM – 12:00 PM City Council Meeting
 - ▨ 10:00 AM – 11:30 AM BTS Customer Stakeholder Group Meeting
 - ▨ 12:00 PM – 1:00 PM Privacy work group June meeting
 - 2:00 PM – 2:30 PM CFO/ OMF BHR Business Partner Check-in
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▲ **Thu, Jun 17**

- 9:00 AM – 10:00 AM CFO/DCAO Check-in
 - ▨ 9:00 AM – 10:00 AM OMF Labor Management Committee
 - 10:00 AM – 10:20 AM CAO/ CFO/ Prosper Portland Director/ Strategic
Projects Manager (2)
 - 12:30 PM – 1:30 PM CFO/ Interim Chief Procurement Officer Check-in
 - 1:30 PM – 2:30 PM ARPA Round 1 Allocation - Discuss Short List
 - 2:30 PM – 3:00 PM CFO/ Interim Chief Procurement Officer/ OMF Bus.
Ops. Manager/ BRFS Financial Analyst
 - 3:00 PM – 4:00 PM BRFS Division Managers Meeting
 - 4:00 PM – 4:30 PM Directors 2x Weekly Check-in
 - 4:30 PM – 5:00 PM CFO/ Interim Chief Procurement Officer
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▲ **Fri, Jun 18**

- 8:00 AM – 5:00 PM Juneteenth holiday
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▲ **Mon, Jun 21**

- 10:00 AM – 10:30 AM CAO/ CFO Check-in
- ▨ 10:00 AM – 12:00 PM Social Equity in Contracting Core Team Meeting
- ▨ 12:00 PM – 1:00 PM GFOA - Local Government Forum

- 1:00 PM – 1:30 PM CFO/ Risk Manager Check-in
 - 2:00 PM – 2:30 PM Urban Renewal Areas/ Returning Resources
 - 4:00 PM – 4:30 PM CFO/ Interim Chief Procurement Officer/ OMF Bus. Ops. Manager/ BRFS Financial Analyst/ OMF Financial Analyst
 - 4:30 PM – 5:00 PM CMGC Alternative Procurement Method Discussion
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▲ **Tue, Jun 22**

- 9:00 AM – 9:15 AM ERSCC and Transition Planning (weekly)
 - 9:30 AM – 10:00 AM CFO/ PBOT Director Check-in
 - 10:00 AM – 10:30 AM CFO/ City Controller Check-in
 - 2:30 PM – 3:00 PM CFO/ City Controller/ Info Systems Supervisor/ Info Systems Manager/ Info Systems Contractor
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▲ **Wed, Jun 23**

- 9:00 AM – 9:30 AM PREP: ERSCC
 - ▨ 10:00 AM – 12:00 PM City Council Meeting
 - 12:00 PM – 12:30 PM BOLT Meeting
 - 12:30 PM – 1:00 PM CFO/ Interim Chief Procurement Officer/ Deputy City Attorney
 - 3:00 PM – 4:00 PM CFO/ OMF Bus. Ops. Manager/ OMF Administrative Supervisor/ OMF Financial Analyst Check-in
 - 4:30 PM – 5:00 PM CFO/ Grants Program Manager Check-in
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▲ **Thu, Jun 24**

- 10:00 AM – 10:30 AM PBOT Outer Halsey Project Solicitation
 - 1:00 PM – 2:00 PM CFO/ Interim Chief Procurement Officer Check-in
 - 2:30 PM – 4:00 PM Economic Relief & Stimulus Coordinating Council
 - 4:00 PM – 4:30 PM Directors 2x Weekly Check-in
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▲ **Fri, Jun 25**

- 8:00 AM – 9:00 AM Economic Relief & Stimulus Coordination Council
 - 10:00 AM – 11:00 AM SAP Contract Lease Management GASB87 Steering Committee Meeting
 - ▨ 11:00 AM – 12:00 PM OGR Weekly Liaison Briefing
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▲ **Mon, Jun 28**

- 9:30 AM – 11:00 AM OMF Leadership Team Meetings
- ▨ 12:00 PM – 1:00 PM GFOA - Local Government Forum
- 1:30 PM – 2:00 PM CFO/ CBO/ City Economist/ BDS Bus. Ops. Manager/ BDS Financial Analyst
- 2:00 PM – 2:30 PM CFO/ BRFS Deputy Director Check-in

- 3:30 PM – 4:00 PM CAO/ CFO Check-in
 - 4:30 PM – 4:55 PM CFO/ SPOT Manager Check-in
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▲ **Tue, Jun 29**

- 10:00 AM – 10:30 AM CFO/ City Controller Check-in
 - 11:00 AM – 11:30 AM CFO/ City Treasurer/ Principal Debt Analyst
 - 2:00 PM – 2:30 PM CAO/ CFO/ SPOT Manager Check-in
 - 4:00 PM – 4:30 PM Directors 2x Weekly Check-in
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▲ **Wed, Jun 30**

- 9:30 AM – 12:45 PM Chief Procurement Officer Interview Panel
 - 2:00 PM – 2:30 PM CFO/ Grants Program Manager/ Strategic Projects Manager
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