

## April 2016

### ▲ Fri, Apr 1

Out of Office

### ▲ Mon, Apr 4

Out of Office

### ▲ Tue, Apr 5

- 8:15 AM – 9:00 AM Sr Info Systems Mgr – Comm
- 9:00 AM – 10:00 AM BTS Leadership Team Meeting
- 11:30 AM – 12:00 PM Vulnerability Scanning for Police IT Discussion
- 1:00 PM – 2:00 PM Weekly Bus Ops
- 4:00 PM – 5:00 PM One Drive - Leadership Team

### ▲ Wed, Apr 6

- 11:30 AM – 12:30 PM Lunch with Gartner
- 1:30 PM – 4:30 PM Gartner Consulting Public Safety IT Assessment - Recommendations Review Workshop
- ▨ 3:00 PM – 4:00 PM RegJIN Programmer

### ▲ Thu, Apr 7

- 9:15 AM – 10:00 AM Weekly HR Check-in
- 10:30 AM – 11:00 AM IT Security Mgr
- 11:00 AM – 11:30 AM Sr Info Systems Mgr – EA
- 11:30 AM – 1:00 PM Bureau Directors Meeting
- 12:00 PM – 1:00 PM Reserved
- 1:00 PM – 1:30 PM CAO
- 1:30 PM – 2:00 PM Bus Solutions Mgr
- 2:00 PM – 2:30 PM Sr Info Syst Mgr - Support
- 3:00 PM – 4:00 PM AC Crebs - Programmer PPB
- 4:00 PM – 5:00 PM Meeting Process - Quick Wins #3

### ▲ Fri, Apr 8

- 10:00 AM – 11:00 AM Radio Project Status Meeting

- 11:30 AM – 12:00 PM Motorola/Radio Project weekly status
  - 11:45 AM – 1:00 PM PSU job fair
  - 1:00 PM – 3:00 PM ITAP meeting
  - 3:00 PM – 3:30 PM Meeting with Howie
- 

▲ **Mon, Apr 11**

- 9:00 AM – 11:00 AM OMF Leadership Team
  - 2:00 PM – 2:30 PM EBS Team Check-in
- 

▲ **Tue, Apr 12**

- 8:00 AM – 8:30 AM Support Center Check in
  - 8:30 AM – 9:00 AM TESC Planning (4/19 Meeting)
  - 9:00 AM – 10:00 AM BTS Leadership Team Meeting
  - 10:00 AM – 10:30 AM Sr Info Syst Mgr - Police
  - 10:00 AM – 12:00 PM PROJECT OVERSIGHT COMMITTEE (POC) Meeting Series — invitation for second Tuesday each month
  - 1:00 PM – 2:00 PM Weekly Bus Ops
  - 2:00 PM – 2:45 PM Sr Info Syst Mgr - Comms
  - 3:00 PM – 4:30 PM OMF Advisory Committee Meeting
- 

▲ **Wed, Apr 13**

- 8:30 AM – 9:30 AM ITAP Executive Meeting (Joint)
  - 11:00 AM – 12:00 PM Body Camera Projects: Going from Good to Great
- 

▲ **Thu, Apr 14**

- 9:15 AM – 10:00 AM Weekly HR Check-in
  - 10:30 AM – 11:00 AM AirWatch POC - Recommendation Planning
  - 11:00 AM – 11:30 AM CBO Director Check-in
  - ▨ 1:00 PM – 2:00 PM Request Intake Board
  - 2:00 PM – 2:30 PM Discuss Microsoft Negotiations
  - 2:30 PM – 5:00 PM Chief Erin Janssens Retirement
- 

▲ **Fri, Apr 15**

- 9:00 AM – 9:30 AM CAO

- 9:30 AM – 1:30 PM Portland CIO Alliance - 10:00-1:00
  - 10:00 AM – 1:00 PM CIO Alliance
  - ▨ 12:00 PM – 1:00 PM OMF General Information Session with Fred Miller
  - 1:30 PM – 2:00 PM TBC - Mitchell
  - 2:00 PM – 2:30 PM Deputy CTO
  - 3:00 PM – 4:00 PM Radio Project Status Meeting
- 

▲ **Mon, Apr 18**

- 9:00 AM – 9:30 AM PMO Check-in
  - 9:30 AM – 10:00 AM Data Center Project Check-in
  - 11:00 AM – 11:30 AM IT Security Manager
  - 2:00 PM – 3:00 PM IRNE and INET billing/rates etc.
  - 4:00 PM – 4:30 PM Sr Info Syst Mgr – Production Services
  - 4:30 PM – 6:30 PM TOC meeting - March-December 2016
- 

▲ **Tue, Apr 19**

- 8:30 AM – 10:00 AM Pancake Social
  - 10:00 AM – 10:30 AM Sr Info Syst Mgr - Comms
  - 11:00 AM – 12:00 PM PMO
  - 1:00 PM – 2:00 PM Weekly Bus Ops
  - 3:00 PM – 3:30 PM Deputy CTO/Sr Mgmt Analyst
- 

▲ **Wed, Apr 20**

- 8:30 AM – 9:30 AM ITAP City Execs Only
  - ▨ 10:00 AM – 10:10 AM Brief Meeting- Insight Global
  - 10:00 AM – 11:30 AM April BTS Customer Stakeholder Group Meeting
  - 11:00 AM – 11:45 AM EMM Proof of Concept Project Team Meeting
  - 1:00 PM – 1:30 PM Chief Procurement Officer
  - 2:00 PM – 2:30 PM Sr Policy Analyst - IT
- 

▲ **Thu, Apr 21**

- 9:00 AM – 10:00 AM Portland PS IT Org Assessment - Working Session
- ▨ 9:02 AM – 10:02 AM Gartner - Instant WebEx
- 11:30 AM – 12:00 PM Sr Info Syst Mgr - EA
- 2:00 PM – 2:30 PM Chief Procurement Officer

- 2:30 PM – 3:00 PM Sr Info Syst Mgr - Support
  - 3:00 PM – 3:30 PM CAO
  - 3:30 PM – 4:00 PM IT Security Manager
- 

▲ **Fri, Apr 22**

- 9:00 AM – 9:30 AM Ordinance Discussion
  - 10:00 AM – 11:00 AM Radio Project Status Meeting
  - 11:30 AM – 12:00 PM TOC Quarterly Report with Chiefs' of staff 11:30 am
  - 2:30 PM – 3:30 PM Sara Stiles - Intel
- 

▲ **Mon, Apr 25**

- 9:00 AM – 11:00 AM OMF Leadership Team
  - 11:00 AM – 11:30 AM Exec Asst Check-in
  - 1:30 PM – 2:00 PM Sr Mgmt Analyst – BTS
  - 2:00 PM – 2:30 PM EBS Team Check-in
  - ▨ 3:30 PM – 4:30 PM Police IT - Henderson
  - ▨ 4:00 PM – 4:50 PM OMF Check-in with Mayor's Office Chief of Staff
- 

▲ **Tue, Apr 26**

- 8:15 AM – 9:00 AM Sr Info Syst Mgr - Comms
  - 9:00 AM – 10:00 AM BTS Leadership Team Meeting
  - 10:00 AM – 10:30 AM Sr Info Syst Mgr - Police
  - 2:00 PM – 3:00 PM Gartner and City of Portland: Jeff and Vanessa
  - 3:00 PM – 3:30 PM Meet w/Michael - Model Employer Resolution
- 

▲ **Wed, Apr 27**

- All Day CIO NW Summit - Seattle
- 

▲ **Thu, Apr 28**

- All Day CIO NW Summit - Seattle
- 

▲ **Fri, Apr 29**

- All Day CIO NW Summit - Seattle
-

## May 2016

---

### ▲ Mon, May 2

■ Vac Day

---

### ▲ Tue, May 3

- 8:15 AM – 9:00 AM Sr Info Syst Mgr - Comm
  - 9:00 AM – 10:00 AM BTS Leadership Team Meeting
  - 10:00 AM – 11:00 AM LRMP - Legal Holds
  - 10:00 AM – 2:00 PM MDC Replacement Project: Mobile Technology Vendor Fair
  - 3:00 PM – 4:00 PM Smart Cities internal COP coordination
  - 4:00 PM – 4:30 PM [User Approved] Introduction/Strategy meeting with Laela of NOREX
- 

### ▲ Wed, May 4

- 8:30 AM – 9:30 AM ITAP City Execs Only
  - 10:00 AM – 11:00 AM PCI Retrospective
  - 11:00 AM – 11:45 AM EMM Proof of Concept Project Team Meeting
  - 11:30 AM – 12:00 PM Bus Solutions Manager
  - 2:00 PM – 2:30 PM City of Portland/IDC, Jeff, Kirsten and Rob
  - 2:30 PM – 3:00 PM Christopher Weekly Check-in
  - 3:00 PM – 5:00 PM ICC
- 

### ▲ Thu, May 5

- 8:30 AM – 9:00 AM Justice Center = Louie Perez 30524
  - 9:00 AM – 9:45 AM Portland PS IT Org Recommendations - Working Session
  - 11:00 AM – 11:30 AM Sr Info Syst Mgr - EA
  - 12:00 PM – 1:30 PM OAME Trade Show Luncheon
  - ▨ 1:00 PM – 2:00 PM Request Intake Board
  - 2:00 PM – 2:30 PM Sr Info Syst Mgr - Support
- 

### ▲ Fri, May 6

- 9:00 AM – 9:30 AM TESC Agenda Planning (May 17 meeting)
  - 9:30 AM – 10:00 AM CAO
  - 10:00 AM – 11:00 AM Radio Project Status Meeting
  - 11:30 AM – 12:00 PM Motorola/Radio Project weekly status
  - 1:00 PM – 1:30 PM RegJIN Resources
  - 1:30 PM – 2:00 PM Sr Financial Analyst - OMF
- 

▲ **Mon, May 9**

- 9:00 AM – 11:00 AM OMF Leadership Team
  - 11:00 AM – 11:30 AM Info Security Manager
  - 11:30 AM – 12:00 PM Exec Asst Check-in
  - 1:00 PM – 2:00 PM ITS Server during Portland Building Remodel and discussion of future cold/warm site
  - 2:00 PM – 3:30 PM VMWare Virtual Desktop Presentation
  - ▨ 3:30 PM – 4:30 PM Police IT - Henderson
- 

▲ **Tue, May 10**

- 8:15 AM – 9:00 AM Sr Info Syst Mgr - Comm
  - 9:00 AM – 10:00 AM BTS Leadership Team Meeting
  - 10:00 AM – 10:30 AM Sr Info Syst Mgr - Police
  - 10:00 AM – 12:00 PM PROJECT OVERSIGHT COMMITTEE (POC) Meeting Series — invitation for second Tuesday each month
  - 1:30 PM – 3:00 PM PSSRP
  - 3:00 PM – 4:30 PM OMF Advisory Committee Meeting
- 

▲ **Wed, May 11**

- 8:30 AM – 9:30 AM ITAP Executive Meeting (Joint)
  - 10:00 AM – 11:00 AM FirstNet Briefing
  - 3:00 PM – 5:00 PM ICC quarterly meeting
  - ▨ 3:30 PM – 4:00 PM BTS Organizational Model - Discussion
- 

▲ **Thu, May 12**

- 8:30 AM – 9:00 AM Police Finance Group Workgroup Discussion/Prep
- 9:15 AM – 10:00 AM Weekly HR Check-in

- ▨ 10:30 AM – 11:30 AM Portland PS IT Org Recommendations - Working Session
  - ▨ 11:30 AM – 12:00 PM CBO Monthly Check-in
  - 1:00 PM – 1:30 PM CAO
  - 2:00 PM – 3:00 PM BTS Equity Committee Meeting
  - 3:00 PM – 3:30 PM Sr Info Syst Mgr - Comm
- 

▲ **Fri, May 13**

- 10:00 AM – 10:30 AM What Works Cities - Pre-brief
  - 10:30 AM – 11:30 AM Radio Project Status Meeting
  - 11:30 AM – 12:00 PM Motorola/Radio Project weekly status
  - 1:00 PM – 2:00 PM Mobility Ownership Discussion
  - 2:00 PM – 3:00 PM Deputy CTO
  - 3:00 PM – 4:00 PM TBC - Cavanagh
- 

▲ **Mon, May 16**

- 8:30 AM – 9:00 AM Sr Info Syst Mgr - Police
  - 9:00 AM – 9:30 AM PMO
  - 10:30 AM – 11:00 AM Info Syst Supervisor - Police
  - 11:00 AM – 11:30 AM Info Security Mgr
  - 11:30 AM – 12:00 PM Exec Asst
  - 12:00 PM – 1:00 PM OMF Speaker Series: Ndamukong Suh
  - 1:00 PM – 2:00 PM Police Finance Workgroup
  - 2:00 PM – 3:00 PM BTS Equity Roadmap Assessment
  - 4:00 PM – 4:30 PM Sr Info Syst Mgr – Production Services
  - ▨ 4:00 PM – 4:50 PM OMF Check-in with Mayor's Office Chief of Staff
  - 4:30 PM – 6:30 PM TOC meeting - March-December 2016
- 

▲ **Tue, May 17**

- 9:00 AM – 10:00 AM BTS Leadership Team Meeting
  - 9:00 AM – 12:30 PM What Works Cities Site Visit (Bloomberg Philanthropies)
  - 1:00 PM – 2:00 PM Bus Ops Weekly
  - 3:00 PM – 4:00 PM TBC – Cavanagh
-

▲ **Wed, May 18**

- 8:30 AM – 9:30 AM ITAP City Execs Only
  - 10:00 AM – 11:30 AM May BTS Customer Stakeholder Group Meeting
  - 11:30 AM – 12:00 PM Business Solutions Mgr
  - 1:00 PM – 2:00 PM Gartner review discussion
  - 4:00 PM – 4:30 PM Meet w/DHS Region IX
- 

▲ **Thu, May 19**

- 10:00 AM – 11:00 AM Weekly HR Check-in
  - 11:00 AM – 11:30 AM Sr Info Syst Mgr - Comm
  - 11:30 AM – 1:00 PM Bureau Directors Meeting
  - 1:00 PM – 1:30 PM CAO
  - ▨ 1:00 PM – 2:00 PM Request Intake Board
  - 2:00 PM – 2:30 PM Sr Info Syst Mgr - Support
  - 2:30 PM – 3:00 PM Bus Ops Manager - Transportation
  - 3:30 PM – 4:00 PM 5E Project
- 

▲ **Fri, May 20**

■ Vacation Day

▲ **Mon, May 23**

- 8:00 AM – 9:30 AM Speed of Trust Training
  - 8:15 AM – 8:45 AM Sr Mgmt Analyst
  - 9:00 AM – 11:00 AM OMF Leadership Team
  - 11:00 AM – 11:30 AM Info Security Manager
  - 1:00 PM – 2:30 PM PSSRP - Comms
  - ▨ 3:30 PM – 4:30 PM Police IT - Henderson
- 

▲ **Tue, May 24**

- 7:45 AM – 8:45 AM Oregon Digital Government Summit kickoff breakfast roundtable
  - 10:00 AM – 10:30 AM Sr Info Syst Mgr - Police
  - 1:30 PM – 4:00 PM Portland Building Visioning with Fred Miller
  - 3:30 PM – 4:00 PM CRM candidate de-brief
-



▲ **Wed, May 25**

- 7:30 AM – 8:00 AM Growth, Innovation and Leadership 2016 - Caryn will call Jeff at 503-823-5540
  - 8:30 AM – 9:30 AM ITAP Executive Meeting (Joint)
  - ▨ 9:00 AM – 10:00 AM Portland PS IT Org Recommendations - Final Report Working Session
  - 10:30 AM – 11:00 AM City Attorney - Johnston
  - 11:00 AM – 11:45 AM EMM Proof of Concept Project Team Meeting
  - 1:00 PM – 1:30 PM BTS Roles- Portland Building Renovation Project
  - 2:00 PM – 2:30 PM Meet w/Mark Schmidt
- 

▲ **Thu, May 26**

- 10:00 AM – 10:30 AM Chief Procurement Officer
  - ▨ 12:00 PM – 1:00 PM OMF Speaker Series: Aaron Hurst, Imperative Oregon
  - 1:00 PM – 1:30 PM CAO
  - 2:30 PM – 3:00 PM Deputy CTO
  - 3:00 PM – 4:00 PM Weekly Bus Ops
- 

▲ **Fri, May 27**

■ Out of Office

▲ **Mon, May 30**

■ Out of Office

▲ **Tue, May 31**

■ Out of Office

**June 2016**

---

▲ **Wed, Jun 1**

■ Out of Office

▲ **Thu, Jun 2**

■ Out of Office

▲ **Fri, Jun 3**

■ Out of Office

---

▲ **Mon, Jun 6**

- 8:15 AM – 8:45 AM Sr Mgmt Analyst
- 9:00 AM – 11:00 AM OMF Leadership Team
- 10:00 AM – 2:00 PM County City IT leaders meeting
- 2:00 PM – 2:30 PM TESC agenda planning
- 2:30 PM – 3:30 PM Facilities Const Project Mgr/Deputy CTO
- ▨ 3:30 PM – 4:30 PM Police IT - Henderson

---

▲ **Tue, Jun 7**

- 8:15 AM – 9:00 AM Sr Info Syst Mgr - Comm
- 9:00 AM – 10:00 AM BTS Leadership Team Meeting
- 10:00 AM – 10:30 AM Sr Info Syst Mgr - Police
- 10:30 AM – 11:00 AM BIBS Director
- 11:00 AM – 12:00 PM OMF Check-in with Mayor's Office Chief of Staff (Tera Pierce)
- 1:00 PM – 1:30 PM AirWatch POC Recommendations Discussion
- 3:00 PM – 4:00 PM Info Security Manager

---

▲ **Wed, Jun 8**

- 8:30 AM – 9:30 AM ITAP Executive Meeting - (City Only)
- 8:30 AM – 9:30 AM ITAP Executive Meeting (Joint)
- 10:00 AM – 11:00 AM Portland IT Org Assessment Report - Final Review - Gartner
- 11:00 AM – 11:45 AM EMM Proof of Concept Project Team Meeting
- 11:30 AM – 12:00 PM Council presentation 5E
- 2:00 PM – 2:30 PM SIC Drone Meeting
- 2:30 PM – 3:00 PM HR Director
- 3:00 PM – 3:30 PM SAP Project - OMF Facilities Management
- 5:00 PM – 8:00 PM PDC Director Farewell

---

▲ **Thu, Jun 9**

- 7:30 AM – 10:00 AM [Approved Sender] NOREX Breakfast - Cloud, O365 and Vendor Management
- 11:00 AM – 12:00 PM FW: ITD Priorities
- 2:00 PM – 5:00 PM OHSU West Campus Data Center Tour

---

▲ **Fri, Jun 10**

- 8:00 AM – 12:00 PM Comm Center
- 10:00 AM – 11:00 AM Radio Project Status Meeting
- 11:30 AM – 12:00 PM Motorola/Radio Project weekly status
- 1:00 PM – 2:00 PM Weekly Bus Ops
- 2:00 PM – 2:30 PM Deputy CTO

---

▲ **Mon, Jun 13**

- 8:30 AM – 9:00 AM # Priority CoP Account Management Review #
- 9:00 AM – 9:30 AM PMO
- 9:30 AM – 10:00 AM Info Sec Mgr
- 10:00 AM – 11:00 AM SharePoint POC
- 11:00 AM – 11:30 AM Info Sec Mgr
- ▨ 3:30 PM – 4:30 PM Police IT - Henderson
- 4:00 PM – 4:30 PM Sr Info Syst Mgr – Production Services

---

▲ **Tue, Jun 14**

- 9:00 AM – 10:00 AM BTS Leadership Team Meeting
- 10:00 AM – 12:00 PM PROJECT OVERSIGHT COMMITTEE (POC) Meeting Series — invitation for second Tuesday each month
- 1:00 PM – 2:00 PM Bus Ops Weekly
- 2:00 PM – 3:00 PM Transition Team Briefing book
- 3:00 PM – 4:00 PM TBC - Cavanaugh

---

▲ **Wed, Jun 15**

- 8:30 AM – 9:30 AM ITAP City Execs Only
- 9:30 AM – 10:00 AM Admin Discussion
- 10:00 AM – 11:30 AM June CSG Meeting
- 11:00 AM – 11:45 AM EMM Proof of Concept Project Team Meeting
- 1:00 PM – 1:30 PM Chief Procurement Officer
- 2:00 PM – 2:30 PM Exec Asst
- 2:30 PM – 3:30 PM Weekly HR Check-in

---

▲ **Thu, Jun 16**

- 9:30 AM – 11:30 AM Gartner Consulting Public Safety Technology Assessment
  - 11:30 AM – 12:30 PM De-Brief: Portland PS IT Assessment Briefing
  - ▨ 1:00 PM – 2:00 PM Request Intake Board
  - 2:00 PM – 2:30 PM Sr Info Syst Mgr - Support
  - 2:30 PM – 3:00 PM Introduction to Gartner AE
  - 3:30 PM – 4:00 PM Info Sec Manager
- 

▲ **Fri, Jun 17**

- 10:00 AM – 11:00 AM Radio Project Status Meeting
  - 11:30 AM – 12:00 PM Motorola/Radio Project weekly status
  - 1:30 PM – 3:00 PM FW: Regional Radio Meeting
- 

▲ **Mon, Jun 20**

- 8:00 AM – 9:00 AM Briefing Book Review
  - 8:15 AM – 8:45 AM Sr Admin Analyst
  - 9:00 AM – 11:00 AM OMF Leadership Team
  - 11:00 AM – 11:30 AM Info Sec Manager
  - 11:30 AM – 12:00 PM Exec Asst
  - 12:30 PM – 2:00 PM VCAD Refresh Team Celebration
  - 1:30 PM – 2:00 PM ITAP
  - 2:00 PM – 3:00 PM BTS All Day Work Session Prep
  - 3:00 PM – 3:30 PM CR Manager
  - 3:30 PM – 4:00 PM Legislative briefing - 2016 wrap up; 2017 look ahead
  - ▨ 3:30 PM – 4:30 PM Police IT - Henderson
  - ▨ 4:00 PM – 4:50 PM OMF Check-in with Mayor's Office Chief of Staff
  - 4:30 PM – 6:30 PM TOC meeting - March-December 2016
- 

▲ **Tue, Jun 21**

- 8:15 AM – 9:00 AM Sr Info Syst Mgr - Support
- 9:00 AM – 10:00 AM BTS Leadership Team Meeting
- 10:00 AM – 10:30 AM Sr Info Syst Mgr - Police
- 11:00 AM – 12:00 PM Police Finance Workgroup - Follow Up
- 1:30 PM – 2:00 PM CAO/EBS Manager
- 3:00 PM – 4:00 PM Procurement/Technology Needs
- 4:00 PM – 4:30 PM Mgmt Analyst - BIBS

■ 4:30 PM – 6:30 PM Josh Alpert's Farewell Gathering 4:30-6:30 pm

---

▲ **Wed, Jun 22**

■ 8:00 AM – 1:00 PM Confirmation Requested: FranklinCovey: Winning Culture

▨ 11:00 AM – 11:30 AM Gartner Call - SharePoint

▨ 11:30 AM – 12:00 PM RegJIN outage debrief

■ 2:00 PM – 3:30 PM Monthly BTS LMC Meeting

■ 3:30 PM – 4:00 PM Director Discussion w/Scarlett\_Henderson

---

▲ **Thu, Jun 23**

■ 8:30 AM – 4:30 PM Hold the Date - All-day Work Session

---

▲ **Fri, Jun 24**

■ Out of Office

▲ **Mon, Jun 27**

■ 8:15 AM – 9:15 AM Ellwood Transition

■ 9:30 AM – 10:00 AM Data Center Project Check-in

■ 9:30 AM – 10:30 AM BTS Equity Committee Meeting (Monthly Series)

■ 11:00 AM – 11:30 AM IT Sec Mgr

■ 11:30 AM – 1:00 PM Mark Ellwood Bon Voyage Lunch

■ 1:00 PM – 1:30 PM Deputy CTO

■ 1:30 PM – 2:00 PM PMO

■ 2:30 PM – 3:30 PM Meet w/Paul Cosgrove

▨ 3:30 PM – 4:30 PM Police IT - Henderson

■ 4:00 PM – 4:30 PM Sr Info Syst Mgr – Production Services

▨ 4:00 PM – 4:50 PM OMF Check-in with Mayor's Office Chief of Staff

---

▲ **Tue, Jun 28**

■ 8:15 AM – 9:00 AM Sr Info Syst Mgr - Comm

■ 9:00 AM – 10:00 AM BTS Leadership Team Meeting

■ 11:00 AM – 11:30 AM Going away - Mark E

■ 1:00 PM – 2:00 PM Bus Ops Weekly

■ 2:00 PM – 3:00 PM Telecom Discussion

■ 3:00 PM – 4:00 PM TBC - Cavanagh

---

▲ **Wed, Jun 29**

■ 8:30 AM – 9:00 AM PBOT meeting CH  
■ 10:00 AM – 11:00 AM BTS Resources  
■ 11:30 AM – 12:00 PM Bus Solutions Manager  
■ 3:00 PM – 3:30 PM Moss Adams auditors  
■ 4:30 PM – 4:35 PM TBC - Mitchell

---

▲ **Thu, Jun 30**

■ 9:00 AM – 10:00 AM Business Operations Division staff recognition  
■ 9:15 AM – 10:00 AM Weekly HR Check-in  
■ 10:30 AM – 11:00 AM IT Security Manager  
■ 11:00 AM – 11:30 AM Sr Info Syst Mgr - EA  
■ 11:00 AM – 12:00 PM Fire Chief Swearing In  
■ 1:00 PM – 1:30 PM CAO  
▨ 1:00 PM – 2:00 PM Request Intake Board  
■ 2:00 PM – 2:30 PM Sr Info Syst Mgr - Support  
■ 2:30 PM – 3:30 PM Sr Info Syst Mgr – Police/Deputy CTO  
■ 3:30 PM – 4:00 PM Meet w/Josh  
■ 3:30 PM – 4:30 PM Innotas Demo