

---

**Campuzano, Claudio Calendar**

[Claudio.Campuzano@portlandoregon.gov](mailto:Claudio.Campuzano@portlandoregon.gov)

Sunday, July 01, 2018 – Sunday, September 30, 2018

Time zone: (UTC-08:00) Pacific Time (US & Canada)

(Adjusted for Daylight Saving Time)

---

**July 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](#)

**August 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](#)

**September 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](#)

■ Busy

▨ Tentative

□ Free

■ Out of Office

▤ Working Elsewhere

▣ Outside of Working Hours

## July 2018

---

### ▲ Sun, Jul 1

---

### ▲ Mon, Jul 2

- 9:00 AM – 9:30 AM [Budget Meeting](#)  
Pettygrove, City Hall  
Rinehart, Tom
  - 9:00 AM – 11:30 AM [Senior Management Meeting](#)  
Congress Center, Rm 513, Floor 5  
Selley, Kia
  - 10:00 AM – 12:00 PM [Form follow up](#)  
Columbia Square, Rm 518, Floor 5, 10-12 ppl  
Eden, Jess
  - 2:00 PM – 3:00 PM [Process Improvement Check-In](#)  
Ford, Jane Marie
- 

### ▲ Tue, Jul 3

- 8:30 AM – 10:00 AM [Hold for Eval writing](#)
- 10:15 AM – 11:15 AM [Class Comp Study Presentation - BHR Leadership Team](#)  
503 - 5th floor Columbia Square  
Summers-McGee, Serilda
- 11:30 AM – 2:00 PM [Hold for Eval writing & memo writing](#)
- 2:00 PM – 3:00 PM [JK Performance Evaluation](#)  
Columbia Square, Rm 529, Floor 5, 6-8 ppl  
Kinard, Jessica
- 3:00 PM – 5:00 PM [HOLD for memo writing](#)

- 4:30 PM – 5:00 PM [Executive Steering Committee Meeting 1](#)  
Columbia Square, Rm 503, Floor 5, 19-23 ppl  
Eden, Jess
- 

▲ **Wed, Jul 4 – Thu, Jul 5**

---

▲ **Fri, Jul 6**

- 10:00 AM – 11:00 AM [JK-CC check in](#)  
Claudio's office or coffee somewhere  
Kinard, Jessica
- 

▲ **Sat, Jul 7 – Sun, Jul 8**

---

▲ **Mon, Jul 9**

- 8:30 AM – 9:30 AM [Discretionary & Offsets](#)  
Columbia Square, Rm 518, Floor 5, 10-12 ppl  
Eden, Jess
  - 9:00 AM – 9:30 AM [Follow up to 7/2 Budget meeting](#)  
Congress Center, Rm 508, Floor 5, 10-12 ppl  
Rinehart, Tom
  - 9:00 AM – 11:30 AM [Senior Management Meeting](#)  
Congress Center, Rm 513, Floor 5  
Selley, Kia
- 

▲ **Tue, Jul 10**

---

▲ **Wed, Jul 11**

---

▲ **Thu, Jul 12**

---

▲ **Fri, Jul 13**

---

▲ **Sat, Jul 14 – Sun, Jul 15**

---

▲ **Mon, Jul 16**

---

▲ **Tue, Jul 17**

---

▲ **Wed, Jul 18**

---

▲ **Thu, Jul 19**

---

▲ **Fri, Jul 20**

---

▲ **Sat, Jul 21 – Sun, Jul 22**

---

▲ **Mon, Jul 23**

---

▲ **Tue, Jul 24**

---

▲ **Wed, Jul 25**

---

▲ **Thu, Jul 26 – Fri, Jul 27**

---

▲ **Sat, Jul 28 – Sun, Jul 29**

---

▲ **Mon, Jul 30 – Tue, Jul 31**

---

**August 2018**

---

▲ **Wed, Aug 1**

---

▲ Thu, Aug 2

---

▲ Fri, Aug 3

- 9:00 AM – 10:00 AM [Process Improvement Coffee Hour](#)  
Happy Cup @ City Hall  
Kaufman, Aaron
  - 9:00 AM – 10:30 AM [JK-CC check in](#)  
Claudio's office or coffee somewhere  
Kinard, Jessica
  - 2:00 PM – 2:30 PM [Admin check-in](#)  
Claudio's office  
Martin, Alexandra
- 

▲ Sat, Aug 4 – Sun, Aug 5

---

▲ Mon, Aug 6

- 8:30 AM – 9:00 AM [Admin Meeting](#)  
Claudio's office  
Martin, Alexandra
- 9:00 AM – 11:30 AM [Senior Management Meeting](#)  
Congress Center, Rm 513, Floor 5  
Selley, Kia
- 10:30 AM – 10:45 AM [Invoice process](#)  
Claudio's office  
Martin, Alexandra
- 1:00 PM – 1:30 PM [Budget Issues](#)  
Congress Center, Rm 510, Floor 5, 10-12 ppl  
Rinehart, Tom
- 3:00 PM – 4:00 PM [Staff Meeting](#)  
Columbia Square, Rm 503, Floor 5, 19-23 ppl  
Martin, Alexandra

- 4:00 PM – 5:00 PM [Check-In](#)  
TBA  
Harwood, Josh
- 

## ▲ Tue, Aug 7

- 10:00 AM – 11:00 AM [Director focus group OEHR Strategic outreach](#)  
[Director's focus group](#)  
OEHR 421 SW 6th, 5th floor  
Mowry, Judith
  - 11:00 AM – 12:00 PM [set personnel defaults](#)  
Columbia Square, Rm 518, Floor 5, 10-12 ppl  
Eden, Jess
  - 12:00 PM – 1:00 PM [Mentor Lunch](#)  
TBD  
Stewart, Paul
  - 2:00 PM – 3:00 PM [Mgmt team](#)  
Columbia Square, Rm 518, Floor 5, 10-12 ppl  
Kinard, Jessica
  - ▨ 4:00 PM – 6:30 PM [Calendar Hold for PUB meeting August 7](#)  
TBD  
Merrell, Melissa
- 

## ▲ Wed, Aug 8

- 8:45 AM – 9:00 AM [CBO Huddle](#)  
Columbia Square, Rm 517, Floor 5, 4-6 ppl  
Martin, Alexandra
- 9:30 AM – 10:30 AM [CBO budget conversation](#)  
one of our offices  
Kinard, Jessica
- 1:00 PM – 2:00 PM [Budget Process Discussion](#)  
Columbia Square, Rm 503, Floor 5, 19-23 ppl  
Martin, Alexandra

- 2:00 PM – 2:30 PM [FW: Sherpa BOBJ support model](#)  
Columbia Square, Rm 417, Floor 4, 2-4 ppl  
Allen, Diana
- 

#### ▲ Thu, Aug 9

- 8:30 AM – 9:00 AM [Coffee Claudio/Sonia](#)  
Starbucks across from Portland Building (not City Hall)  
Campuzano, Claudio
  - 10:00 AM – 11:00 AM [Business Operations Leadership Team](#)  
City Hall, Rose Room  
Stewart, Paul
  - 11:30 AM – 1:00 PM [Bureau Directors Meeting](#)  
Congress Center, Rm 513, Floor 5, 32-36 ppl  
Rinehart, Tom
- 

#### ▲ Fri, Aug 10

- 1:30 PM – 2:30 PM [BFM Executive Steering Committee meeting 2](#)  
TBD; Columbia Square, Rm 518, Floor 5, 10-12 ppl  
Eden, Jess
- 

#### ▲ Sat, Aug 11 – Sun, Aug 12

---

#### ▲ Mon, Aug 13

- 8:30 AM – 9:00 AM [Admin Meeting](#)  
Claudio's office  
Martin, Alexandra
- 9:00 AM – 11:30 AM [Senior Management Meeting](#)  
Congress Center, Rm 513, Floor 5  
Selley, Kia



- ▨ 9:30 AM – 10:30 PM [CBO Management Meeting](#)  
Columbia Square, Rm 529, Floor 5, 6-8 ppl  
Martin, Alexandra
  - 12:00 PM – 12:30 PM [Budget Issues](#)  
Mayor's Office  
Rinehart, Tom
  - 3:00 PM – 4:00 PM [Staff Meeting](#)  
Columbia Square, Rm 503, Floor 5, 19-23 ppl  
Martin, Alexandra
  - 4:00 PM – 5:00 PM [TOC QA Report debrief](#)  
Columbia Square, Rm 529, Floor 5, 6-8 ppl  
Eden, Jess
- 

#### ▲ Tue, Aug 14

- 9:00 AM – 9:30 AM [MEET: Claudio Campuzano, CBO / Chris Warner. PBOT RE: Budget Process Check-in](#)  
Starbucks in Standard Building off SW 5th and Main  
Warner, Chris
  - 10:30 AM – 12:00 PM [PCF](#)  
room 503  
Eden, Jess
  - 1:00 PM – 5:00 PM [Form Introduction in BFM](#)  
Room 503  
Eden, Jess
- 

#### ▲ Wed, Aug 15

- 8:45 AM – 9:00 AM [CBO Huddle](#)  
Columbia Square, Rm 517, Floor 5, 4-6 ppl  
Martin, Alexandra
- 10:00 AM – 12:00 PM [Reporting Intro in BFM](#)  
Room 503  
Eden, Jess

- 1:30 PM – 2:00 PM [FW: Meet and Review 2D floor plan CBO](#)  
15th floor Congress  
Ladd, Michelle
  - 1:30 PM – 5:00 PM [Report Development](#)  
Room 503  
Eden, Jess
- 

#### ▲ Thu, Aug 16

- 9:30 AM – 10:00 AM [Capital Set-Aside for Fall BMP](#)  
Columbia Square, Rm 529, Floor 5, 6-8 ppl  
Kinsella, Ryan
  - 11:30 AM – 1:30 PM [Meeting Hold for second PUB meeting in August - August 16 at 11am](#)  
Pettygrove Room in City Hall  
Merrell, Melissa
  - 1:00 PM – 1:30 PM [MEET: Chris and Claudio](#)  
Happy Cup  
Campuzano, Claudio
  - 2:00 PM – 3:00 PM [Canceled: Claudio/ Jennifer bi-weekly check-in](#)  
Jennifer's Huddle Room, Congress Center, Fl 22  
Cooperman, Jennifer
  - 2:00 PM – 3:30 PM [Program offers & performance management working session with Sherpa](#)  
room 503  
Eden, Jess
  - 3:00 PM – 4:00 PM [Review update to Portland Building reconstruction project financial plan](#)  
Congress Center, Rm 522, Floor 5, 4-6 ppl  
Beck, Aaron
  - 4:00 PM – 5:00 PM [Budget Process Changes Discussion](#)  
Columbia Square, Rm 518, Floor 5, 10-12 ppl  
Martin, Alexandra
- 

#### ▲ Fri, Aug 17

- 9:30 AM – 11:30 AM [Second Hold: BMP Overview and Q&A](#)  
8th Floor Conference Room  
Ford, Jane Marie
  - ▨ 9:30 AM – 11:30 AM [BMP Overview and Q&A](#)  
Columbia Square 8th Floor Conference Room  
Ford, Jane Marie
  - 1:00 PM – 2:00 PM [Auditor's Office Budget Meeting](#)  
City Hall, Suite 310 (Mary's Office)  
Lamb, Amanda
  - 3:30 PM – 4:00 PM [Capital set-aside refresh \(workgroup meeting\)](#)  
Claudio's office  
Fairchild, Shannon
- 

▲ **Sat, Aug 18 – Sun, Aug 19**

---

▲ **Mon, Aug 20**

- 8:30 AM – 9:00 AM [Admin Meeting](#)  
Claudio's office  
Martin, Alexandra
- ▨ 9:30 AM – 10:30 PM [CBO Management Meeting](#)  
Columbia Square, Rm 529, Floor 5, 6-8 ppl  
Martin, Alexandra
- 11:30 AM – 12:30 PM [Review IA form](#)  
Columbia Square, Rm 503, Floor 5, 19-23 ppl; Columbia Square, Rm 518, Floor 5, 10-12 ppl  
Eden, Jess
- 1:30 PM – 2:00 PM [Budget Issues](#)  
Congress Center, Rm 508, Floor 5, 10-12 ppl  
Rinehart, Tom
- 3:00 PM – 4:00 PM [CBO Staff Meeting](#)  
111 SW Columbia St, 5th Floor, Conference Room 503  
Martin, Alexandra
- ▨ 4:00 PM – 5:00 PM [BMP Training, Part 2: Encumbrances, Advances, & Spreadsheets - oh my!](#)

Columbia Square, Rm 503, Floor 5, 19-23 ppl  
Ford, Jane Marie

---

▲ **Tue, Aug 21**

- 9:00 AM – 9:30 AM [PP&R Budget](#)  
Fish  
Schmanski, Sonia
  - 10:00 AM – 11:30 AM [Executive Session: Class Comp](#)  
City Hall: Rose Room  
Anthony, Jamaal
  - 11:45 AM – 12:45 PM [Performance measure discussion](#)  
Columbia Square, Rm 518, Floor 5, 10-12 ppl  
Eden, Jess
  - 1:00 PM – 2:00 PM [Portland Harbor Superfund](#)  
Congress Center, Rm 513, Floor 5, 32-36 ppl  
Rinehart, Tom
  - 2:00 PM – 3:00 PM [TESC Meeting](#)  
Congress Center, Rm 513, Floor 5, 32-36 ppl  
Storm, Janet
  - 3:00 PM – 4:00 PM [Portland Oregon Website Replacement \(POWR\) end of sprint 7 review/demo](#)  
Conference room B, 8th floor, Columbia Square Building, 111 SW Columbia St., Portland, 97201; Skype Meeting  
Nixon, Rick
- 

▲ **Wed, Aug 22**

- All Day [Fall BMP: BRASS opens to bureaus](#)  
Ford, Jane Marie
- 8:20 AM – 8:50 AM [Performance and Program Offers](#)  
Columbia Square, Rm 518, Floor 5, 10-12 ppl  
Eden, Jess

- 8:45 AM – 9:00 AM [CBO Huddle](#)  
Columbia Square, Rm 517, Floor 5, 4-6 ppl  
Martin, Alexandra
  - 11:00 AM – 12:30 PM [Municipal Savings Network Conference](#)  
Teleconference/Webinar  
Maggiotto, David (OMB)
  - 11:00 AM – 12:30 PM [TOTALLY OPTIONAL Citywide Savings -NYC](#)  
Columbia Square, Rm 518, Floor 5, 10-12 ppl  
Campuzano, Claudio
  - 2:00 PM – 3:30 PM [Final decisions on outstanding BFM Items](#)  
Columbia Square, Rm 503, Floor 5, 19-23 ppl  
Eden, Jess
  - 3:30 PM – 4:30 PM [Hardesty Meeting - per her request](#)  
Columbia Square, Rm 529, Floor 5, 6-8 ppl  
Campuzano, Claudio
- 

#### ▲ Thu, Aug 23

- 10:00 AM – 10:30 AM [OCT in the Fall BMP](#)  
Columbia Square, Rm 503, Floor 5, 19-23 ppl  
Shifley, Katie
  - 10:30 AM – 11:00 AM [Updated Template](#)  
Claudio's Office  
Rinehart, Tom
  - ▨ 3:00 PM – 4:30 PM [CAMG Monthly Meeting](#)  
Congress Center, Rm 513, Floor 5, 32-36 ppl  
Fairchild, Shannon
- 

#### ▲ Fri, Aug 24

---

#### ▲ Sat, Aug 25 – Sun, Aug 26

---

## ▲ Mon, Aug 27

- 8:30 AM – 9:00 AM [Admin Meeting](#)  
Claudio's office  
Martin, Alexandra
  - 9:00 AM – 9:30 AM [BFM Team Huddle](#)  
Columbia Square, Rm 518, Floor 5, 10-12 ppl  
Martin, Alexandra
  - 9:00 AM – 10:00 AM [love the drill- figure out the order](#)  
your office  
Eden, Jess
  - 10:30 AM – 11:30 AM [Budget Process Changes](#)  
Claudio's Office  
Patton, Jeramy
  - 12:00 PM – 12:30 PM [Budget Issues](#)  
Mayor's Conference Room  
Rinehart, Tom
  - 1:00 PM – 2:00 PM [Program Offer form mtng1](#)  
Columbia Square, Rm 518, Floor 5, 10-12 ppl  
Eden, Jess
  - 3:00 PM – 4:00 PM [Staff Meeting](#)  
Columbia Square, Rm 503, Floor 5, 19-23 ppl  
Martin, Alexandra
  - ▨ 4:30 PM – 6:30 PM [Technology Oversight Committee](#)  
Columbia Square, Rm 415, Floor 4, 10-12 ppl  
Clodius, Jen
- 

## ▲ Tue, Aug 28

- 9:00 AM – 11:00 AM [CBO working session on program offer forms](#)  
Columbia Square, Rm 529, Floor 5, 6-8 ppl  
Eden, Jess
- 10:00 AM – 11:00 AM [NEOGOV End-User group](#)  
Congress Center, Rm 513, Floor 5, 32-36 ppl  
Tran, Loan

- 11:00 AM – 11:30 AM [Deep Dive - discussion of Claudio's notes](#)  
Claudio's Office  
Cannon, Kea
  - ▨ 11:30 AM – 12:30 PM [CBO Management Meeting](#)  
Columbia Square, Rm 529, Floor 5, 6-8 ppl  
Martin, Alexandra
  - 12:30 PM – 2:00 PM [PYPR workshop for CBO analysts!](#)  
Columbia Square, Rm 503, Floor 5, 19-23 ppl  
Carney, Shannon
  - 1:00 PM – 1:30 PM [Tom/ Claudio check in](#)  
Claudio's office  
Rinehart, Tom
  - 3:30 PM – 4:00 PM [TW meeting with Claudio Campuzano \(CBO\) \(KRISTIN\)](#)  
Mayor's Office-Ceremonial Room  
Wheeler, Ted
- 

### ▲ Wed, Aug 29

- 8:45 AM – 9:00 AM [CBO Huddle](#)  
Columbia Square, Rm 517, Floor 5, 4-6 ppl  
Martin, Alexandra
  - 10:30 AM – 11:30 AM [Tim/Claudio](#)  
Starbucks 3rd & Jefferson?  
Crail, Tim
  - 11:00 AM – 12:00 PM [Program Offer Form Review](#)  
Columbia Square, Rm 518, Floor 5, 10-12 ppl  
Kinsella, Ryan
  - 1:00 PM – 2:00 PM [overhead in BFM](#)  
Columbia Square, Rm 529, Floor 5, 6-8 ppl  
Eden, Jess
  - 2:00 PM – 5:00 PM [Analyst check-ins on uses](#)
  - 2:15 PM – 3:00 PM [Utility Board Check-In \(with Claudio\)](#)  
Columbia Square, Rm 517, Floor 5, 4-6 ppl (or Claudio's office)  
Martin, Alexandra
-

▲ **Thu, Aug 30**

- 2:00 PM – 3:00 PM [Claudio/ Jennifer bi-weekly check-in](#)  
Jennifer's Huddle Room, Congress Center, Fl 22  
Cooperman, Jennifer
- 

▲ **Fri, Aug 31**

- 11:30 AM – 12:30 PM [program offer feedback to sherpa](#)  
Columbia Square, Rm 518, Floor 5, 10-12 ppl  
Eden, Jess
- 

September 2018

---

▲ **Sat, Sep 1 – Sun, Sep 2**

---

▲ **Mon, Sep 3**

---

▲ **Tue, Sep 4**

- All Day [Fall BMP: Capital Set-Aside evaluation tool due to CBO](#)  
Ford, Jane Marie
- 2:30 PM – 3:00 PM [GFOH cash transfer for FY 2019](#)  
Claudio's cube  
Kinard, Jessica
- 3:15 PM – 3:45 PM [Tom/ Claudio quick check-in](#)  
Tom's Huddle Room, Congress Center  
Rinehart, Tom



- 4:00 PM – 6:30 PM [Calendar Hold for PUB meeting September 4](#)  
World Trade Center Building One Training Room  
Merrell, Melissa
- 

### ▲ Wed, Sep 5

- 8:45 AM – 9:00 AM [CBO Huddle](#)  
Columbia Square, Rm 517, Floor 5, 4-6 ppl  
Martin, Alexandra
  - 11:30 AM – 12:00 PM [1% Budget](#)  
Congress Center, Rm 508, Floor 5, 10-12 ppl  
Rinehart, Tom
  - 3:00 PM – 4:30 PM [CBO Personal Preparedness Training - Hosted by PBEM](#)  
Columbia Square, Rm 503, Floor 5, 19-23 ppl  
Cannon, Kea
- 

### ▲ Thu, Sep 6

- 8:00 AM – 9:00 AM [FW: Open House and Mayor Wheeler and staff](#)  
City Hall Atrium (location change)  
Wheeler, Ted
  - 1:15 PM – 2:15 PM [Staff Meeting](#)  
Columbia Square, Rm 503, Floor 5, 19-23 ppl  
Martin, Alexandra
- 

### ▲ Fri, Sep 7

- 8:30 AM – 9:00 AM [Admin Meeting](#)  
Claudio's office  
Martin, Alexandra
- ▨ 9:00 AM – 10:00 AM [Process Improvement Coffee Hour](#)  
Happy Cup @ City Hall  
Kaufman, Aaron

- 10:30 AM – 11:00 AM [FW: Tom Rinehart, CAO \(OMF\) \(monthly\) \(Tim\)](#)  
Commissioner Fritz's Office  
Fritz, Amanda
  - 11:00 AM – 11:30 AM [FW: OMF CAO Tom Rinehart\\*OMF Financial Service Director Jennifer Cooperman re: Check-In c-diana shiplet](#)  
Saltzman, Dan
  - 12:00 PM – 1:00 PM [Budget check-in/process change](#)  
BOEC 9911 SE Bush St  
Martin, Alexandra
  - 12:00 PM – 5:00 PM [COOP Testing](#)  
Martin, Alexandra
- 

▲ **Sat, Sep 8 – Sun, Sep 9**

---

▲ **Mon, Sep 10**

- 8:30 AM – 9:00 AM [Admin Meeting](#)  
Claudio's office  
Martin, Alexandra
- 9:30 AM – 10:30 AM [Portland Parks & Recreation Senior Management Team meeting](#)  
Congress Center building (fifth floor, room 513)  
Martin, Alexandra
- 10:30 AM – 11:30 AM [Budget Process Changes](#)  
Chief's Office, 55 SW Ash, 3rd Floor  
Moore, Janice
- 11:15 AM – 11:45 AM [Monthly Meeting, Tom Rinehart](#)  
Office of Commissioner Eudaly, 1221 SW 4th Avenue  
Suite 210  
Eudaly, Chloe
- 12:00 PM – 12:30 PM [Budget Issues](#)  
Taylor, Lisa (Mayor)  
Rinehart, Tom

- 2:00 PM – 3:00 PM [CBO Management Meeting](#)  
Columbia Square, Rm 517, Floor 5, 4-6 ppl  
Martin, Alexandra
  - 3:00 PM – 4:00 PM [Staff Meeting](#)  
Columbia Square, Rm 503, Floor 5, 19-23 ppl  
Martin, Alexandra
  - 4:30 PM – 5:00 PM [Draft Film Audio City Workplaces - Rules of Conduct](#)  
TBD at the Columbia Building  
Elmore, Dorothy
- 

### ▲ Tue, Sep 11

- 9:00 AM – 9:30 AM [3D live session floor plan sign off CBO](#)  
15th floor COngress  
Ladd, Michelle
  - 11:15 AM – 12:15 PM [Hold time for Reporting in BFM](#)  
Columbia Square, Rm 529, Floor 5, 6-8 ppl  
Eden, Jess
  - 1:00 PM – 1:30 PM [FW: Procurement Reorganization impact on Parks](#)  
Congress Center, Rm 417, Floor 4, 8-10 ppl  
Cooperman, Jennifer
  - 1:45 PM – 2:45 PM [CBO/Police Meeting-Process changes](#)  
PPB Chief's Office Conference Room  
Davis, Chris
  - 4:00 PM – 5:00 PM [Executive Steering Committee Meeting 3](#)  
Columbia Square, Rm 518, Floor 5, 10-12 ppl  
Eden, Jess
- 

### ▲ Wed, Sep 12

- All Day [Fall BMP: Submissions due to CBO!](#)  
Ford, Jane Marie
- 8:45 AM – 9:00 AM [CBO Huddle](#)  
Columbia Square, Rm 517, Floor 5, 4-6 ppl  
Martin, Alexandra

- 9:30 AM – 10:00 AM [Quick debrief of Emergency Management for Leadership course](#)  
Claudio's Office  
Cannon, Kea
  - 10:00 AM – 11:00 AM [Utilities Discussion](#)  
Conference Room at Commissioner Fritz's?  
Campuzano, Claudio
  - 2:00 PM – 2:30 PM [Meeting w/ Claudio Campuzano CBO](#)  
222 NW 5th Ave. 7th Fl Kimberly's office  
Branam, Kimberly
  - ▨ 4:00 PM – 5:00 PM [2018 SAP Fall Patch Project Review](#)  
Columbia Square, Rm 415, Floor 4, 10-12 ppl  
Marchbanks, Phillip
- 

#### ▲ Thu, Sep 13

- 9:00 AM – 10:00 AM [GF Budget Priorities Work Session Discussion](#)  
Congress Center, Rm 510, Floor 5, 10-12 ppl  
Rinehart, Tom
  - 10:00 AM – 11:00 AM [Business Operations Leadership Team](#)  
City Hall, Rose Room  
Stewart, Paul
  - 10:30 AM – 12:00 PM [P&D Directors Meeting](#)  
Steel Room, Portland Housing Bureau –  
Commonwealth Building, 421 SW 6th Ave, 5th Floor  
Dacanay, Radcliffe
  - 1:00 PM – 1:15 PM [Reference Check](#)  
I'll call you  
Bartocci, Ken
  - 2:00 PM – 3:00 PM [Claudio/ Jennifer bi-weekly check-in](#)  
Congress #533  
Cooperman, Jennifer
  - 4:00 PM – 5:00 PM [Fall BMP Tech Checks due COB](#)  
Ford, Jane Marie
-

▲ **Fri, Sep 14**

---

▲ **Sat, Sep 15 – Sun, Sep 16**

---

▲ **Mon, Sep 17**

- 8:30 AM – 9:00 AM [Admin Meeting](#)  
Claudio's office  
Martin, Alexandra
  - 9:00 AM – 9:30 AM [Claudio/Sonia Check-In](#)  
Sonia's  
Campuzano, Claudio
  - ▨ 9:30 AM – 10:30 PM [CBO Management Meeting](#)  
Columbia Square, Rm 529, Floor 5, 6-8 ppl  
Martin, Alexandra
  - 10:30 AM – 11:00 AM [Procurement reorg](#)  
CC office  
Shifley, Katie
  - 10:45 AM – 12:00 PM [IA form!](#)  
Columbia Square, Rm 518, Floor 5, 10-12 ppl  
Eden, Jess
  - 1:00 PM – 1:30 PM [Drill down example](#)  
Columbia Square, Rm 529, Floor 5, 6-8 ppl  
Eden, Jess
  - 1:30 PM – 2:00 PM [Financial Policy feedback and qs](#)  
Columbia Square, Rm 517, Floor 5, 4-6 ppl  
Kinard, Jessica
  - 3:00 PM – 4:00 PM [Staff Meeting](#)  
Columbia Square, Rm 503, Floor 5, 19-23 ppl  
Martin, Alexandra
- 

▲ **Tue, Sep 18**

- 8:30 AM – 9:30 AM [Review admin upload needs](#)  
Columbia Square, Rm 518, Floor 5, 10-12 ppl  
Eden, Jess
  - 1:00 PM – 2:00 PM [CBO/Mayor's/PPB Budget Meeting](#)  
PPB Chief's Office Conference Room  
Davis, Chris
  - ▨ 2:00 PM – 2:30 PM [Furniture Mock up show room CBO](#)  
15th floor Congress  
Martin, Alexandra
  - 2:00 PM – 3:00 PM [TESC Meeting](#)  
Congress Center, Rm 513, Floor 5, 32-36 ppl  
Storm, Janet
  - 3:15 PM – 3:30 PM [FW: BIT](#)  
Jennifer/Paul to call Josh  
Cooperman, Jennifer
  - 4:00 PM – 4:15 PM [Discuss Peak training with Metro](#)  
Claudio's office  
Martin, Alexandra
- 

### ▲ Wed, Sep 19

- 8:45 AM – 9:00 AM [CBO Huddle](#)  
Columbia Square, Rm 517, Floor 5, 4-6 ppl  
Martin, Alexandra
  - 10:00 AM – 10:15 AM [Room](#)  
Columbia Square, Rm 517, Floor 5, 4-6 ppl  
Campuzano, Claudio
  - 10:15 AM – 10:30 AM [FW: Meet & Greet](#)  
Columbia 5th Floor  
Lane, Anita
  - 1:00 PM – 2:00 PM [10/2 Work Session Prep](#)  
Tom's Huddle Room, Congress Center, FI 22  
Rinehart, Tom
  - 3:00 PM – 4:00 PM [Portland Harbor check-in](#)  
BES Conf, PT: Pioneer Room (20)  
Biery, Jonas
-

#### ▲ Thu, Sep 20

- 11:00 AM – 12:00 PM [Budget Process w/ Claudio & Jane-Marie](#)  
Steele Conf Room, PHB 421 SW 6th Ave, 5th Floor  
Callahan, Shannon
  - 12:30 PM – 1:30 PM [BMP forms](#)  
Columbia Square, Rm 529, Floor 5, 6-8 ppl  
Eden, Jess
  - 1:30 PM – 2:30 PM [Budget process changes](#)  
City Hall, Room 210  
Martin, Alexandra
  - 4:00 PM – 4:30 PM [Performance Check in](#)  
Claudio's office  
Carney, Shannon
- 

#### ▲ Fri, Sep 21

- 10:00 AM – 10:45 AM [OMF CAO managers meeting budget process changes](#)  
Congress Center - Room 507  
Martin, Alexandra
  - 1:30 PM – 3:30 PM [PYPR key issues - CBO internal roundtable](#)  
Columbia Square, Rm 503, Floor 5, 19-23 ppl  
Carney, Shannon
  - 3:30 PM – 4:30 PM [Proposed Equal Pay Filing](#)  
Attorneys - Large Conference Room  
Brown, Heidi
- 

#### ▲ Sat, Sep 22

---

#### ▲ Sun, Sep 23

---

▲ **Mon, Sep 24**

- 9:00 AM – 10:00 AM [Parks Budget - 1% cuts](#)  
Room 513  
Lam, Trang
  - 10:30 AM – 11:30 AM [Path to Leadership Panel](#)
  - 1:00 PM – 2:00 PM [PBOT - CBO Budget Process Changes](#)  
Congress Center, Rm 510, Floor 5, 10-12 ppl  
Martin, Alexandra
  - 2:00 PM – 3:00 PM [CBO Management Meeting](#)  
Columbia Square, Rm 529, Floor 5, 6-8 ppl  
Martin, Alexandra
  - 3:00 PM – 4:00 PM [Staff Meeting](#)  
Columbia Square, Rm 503, Floor 5, 19-23 ppl  
Martin, Alexandra
- 

▲ **Tue, Sep 25**

- 8:30 AM – 9:00 AM [Admin Meeting](#)  
Claudio's office  
Martin, Alexandra
  - 9:00 AM – 9:30 AM [CBO accounting check-in](#)  
Claudio's office  
Martin, Alexandra
  - 2:30 PM – 3:00 PM [City Budget Office re: Budget Process Change](#)  
Comm. Fritz's office  
Fritz, Amanda
  - 4:30 PM – 5:00 PM [Build Portland: DCAO/BRFS/CBO monthly check-in: agenda in body](#)  
Congress Center, Rm 508, Floor 5, 10-12 ppl  
Moyle, Geraldene
- 

▲ **Wed, Sep 26**



- 8:15 AM – 8:30 AM [check-in](#)  
Claudio's office  
Rinehart, Tom
  - 8:30 AM – 9:00 AM [MEET: Tom Rinehart/Claudio Campuzano \(Michael & Kristin\)](#)  
Mayor's Conf Room  
Wheeler, Ted
  - 9:00 AM – 9:30 AM [MEET: Tom Rinehart- SS](#)  
Fish office  
Fish, Nick
  - 10:00 AM – 11:00 AM [10/2 Council Work Session Prep](#)  
Auditor - Large Conference Room  
Rinehart, Tom
  - 11:30 AM – 11:45 AM [CBO Huddle](#)  
Columbia Square, Rm 517, Floor 5, 4-6 ppl  
Martin, Alexandra
  - 1:00 PM – 2:00 PM [PBEM Budget Process Changes](#)  
Columbia Square, Rm 518, Floor 5, 10-12 ppl  
Martin, Alexandra
- 

#### ▲ Thu, Sep 27

- All Day [Templates and Guidance due to budget managers by COB](#)  
Eden, Jess
- 8:30 AM – 9:00 AM [Budget Priorities Work Session Discussion](#)  
Congress Center, Rm 512, Floor 5, 6-8 ppl  
Rinehart, Tom
- 10:30 AM – 11:30 AM [CAFR spreadsheet](#)  
Columbia Square, Rm 518, Floor 5, 10-12 ppl  
Eden, Jess
- 3:00 PM – 3:30 PM [BRFS Division Managers Mtg](#)  
Congress Center, Rm 507, Floor 5, 10-12 ppl  
Cooperman, Jennifer
- 4:30 PM – 5:00 PM [Slide show to-dos/handoff](#)  
claudio's  
Campuzano, Claudio

---

▲ **Fri, Sep 28**

- 8:30 AM – 9:30 AM [Work session presentation check in](#)  
Claudio's office?  
Kinard, Jessica
  - 11:05 AM – 11:20 AM [Council Execs Meeting \(exact agenda time TBD\)](#)  
Saltzman's conference room  
Rinehart, Tom
  - 11:30 AM – 11:45 AM [review of slide presentation](#)  
TBD  
Rinehart, Tom
- 

▲ **Sat, Sep 29 – Sun, Sep 30**