
Kinard, Jessica Calendar

Jessica.Kinard@portlandoregon.gov

Tuesday, October 01, 2019 – Tuesday, December 31, 2019

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

(Adjusted for Daylight Saving Time)

October 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	31		

November 2019

Su Mo Tu We Th Fr Sa

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		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		

December 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	31				



Busy



Tentative



Free



Out of Office



Working Elsewhere



Outside of Working Hours

October 2019

▲ Tue, Oct 1



Before 8:00 AM Free



8:00 AM – 10:00 AM Free



10:00 AM – 10:15 AM [Quick check in on performance](#)

JK's office?

Carney, Shannon



10:15 AM – 11:00 AM Free



11:00 AM – 12:00 PM [PP&R/CBO Monthly Check-in](#)

Congress Center, Rm 512, Floor 5, 6-8 ppl

Long, Adena



12:00 PM – 3:30 PM Free

3:30 PM – 6:30 PM [Portland Utility Board - Meeting](#)
1900 SW Fourth 2500C
Lindsay, Eliza

After 6:30 PM Free

▲ **Wed, Oct 2**

Before 8:00 AM Free

8:00 AM – 9:30 AM Free

9:30 AM – 10:00 AM [Check In](#)
Columbia Square, Rm 529, Floor 5, 6-8 ppl
Kinard, Jessica

10:00 AM – 11:00 AM [Call Execs re:BMP check ins](#)

11:00 AM – 1:00 PM Free

1:00 PM – 1:30 PM [BMP Prep](#)
Jessica's Office
Ford, Jane Marie

1:30 PM – 4:30 PM Free

4:30 PM – 5:00 PM [Performance check-in](#)
Jessica's office
Carney, Shannon

After 5:00 PM Free

▲ **Thu, Oct 3**

Before 8:00 AM Free

8:00 AM – 10:00 AM Free

10:00 AM – 11:00 AM [MEET: CBO | Jessica Kindard re: Fall BuMP \(Kristin\)](#)
Mayor's Conference Room
Wheeler, Ted

11:00 AM – 11:20 AM [Bureau Directors Budget Direction from Mayor](#)
Lovejoy, City Hall
Rinehart, Tom

11:00 AM – 11:30 AM [SPEAK: Bureau Director's Meeting | Budget Guidance \(Kristin\)](#)
Lovejoy Room
Wheeler, Ted

11:30 AM – 1:00 PM [2019 Bureau Directors Meeting](#)
Lovejoy Room - City Hall
Rinehart, Tom

1:00 PM – 1:30 PM Free

1:30 PM – 2:00 PM [Andrea/Tom/Jessica check-in](#)
City Hall room TBD
Durbin, Andrea

- 2:00 PM – 4:00 PM [WORK SESSION: Fall BMP](#)
Council Chambers
Wheeler, Ted
 - 4:00 PM – 5:00 PM Free
 - After 5:00 PM Free
-

▲ **Fri, Oct 4**

- All Day [JK OUT](#)
-

▲ **Sat, Oct 5 – Sun, Oct 6**

- All Day Free
-

▲ **Mon, Oct 7**

- Before 8:00 AM Free
 - 8:00 AM – 11:00 AM Free
 - 11:00 AM – 12:00 PM [MEET: CBO | Jessica Kinard re: Finalize Fall BuMP \(Kristin\)](#)
Mayor's Conference Room
Wheeler, Ted
 - 12:00 PM – 2:00 PM Free
 - 2:00 PM – 2:30 PM [Abbreviated Staff Meeting](#)
Room 503
Kinard, Jessica
 - 2:30 PM – 3:30 PM [Meet & Greet](#)
Jessica's Office?
Lee, Ken (Transportation)
 - 3:30 PM – 5:00 PM Free
 - After 5:00 PM Free
-

▲ **Tue, Oct 8**

- Before 8:00 AM Free
- 8:00 AM – 1:00 PM [NWPEDC](#)

- 1:00 PM – 3:00 PM Free
- 3:00 PM – 4:00 PM [Returning URA Budget Note](#)
Columbia Square, Rm 518, Floor 5, 10-12 ppl
Harwood, Josh
- 4:00 PM – 4:15 PM Free

- 4:15 PM – 4:30 PM [Discuss Pen 1](#)
Jessica's office
Carney, Shannon
 - 4:30 PM – 5:00 PM Free
 - After 5:00 PM Free
-

▲ **Wed, Oct 9**

- Before 8:00 AM Free
 - 8:00 AM – 9:00 AM Free
 - 9:00 AM – 10:00 AM [Kerby risk assessment - meet with BIS](#)
Congress Center, Room 528 (1050 SW 6th Avenue)
Sauter, Maty
 - 10:00 AM – 11:00 AM Free
 - 11:00 AM – 11:30 AM [PUB staff check-in](#)
Jessica's office
Archer-Masters, Amy
 - 11:30 AM – 12:00 PM Free
 - 12:00 PM – 12:30 PM [Collective Bargaining Updates \(2019 meetings\)](#)
Congress Center, Rm 508, Floor 5, 10-12 ppl
Rinehart, Tom
 - 1:00 PM – 2:00 PM [PEN 1 Discussion](#)
Congress Center, Rm 508, Floor 5, 10-12 ppl
Long, Adena
 - 2:00 PM – 5:00 PM Free
 - After 5:00 PM Free
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▲ **Thu, Oct 10**

- Before 8:00 AM Free
- 8:00 AM – 9:00 AM Free
- 9:00 AM – 9:30 AM [Admin check in](#)
Jessica's Office
Kinard, Jessica
- 9:30 AM – 10:00 AM Free
- 10:00 AM – 11:00 AM [FW: Business Operations Leadership Team Meeting](#)
City Hall - Rose Room
Merlo, Carmen
- 11:00 AM – 2:45 PM Free
- 2:45 PM – 3:30 PM [travel to BOEC](#)
- 3:00 PM – 3:30 PM [PEN1 BMP discussion](#)
TBD
Kinard, Jessica

3:30 PM – 4:00 PM [BOEC/CBO Check-in](#)
BOEC
Martin, Alexandra

4:00 PM – 5:00 PM Free

After 5:00 PM Free

▲ **Fri, Oct 11**

Before 8:00 AM Free

8:00 AM – 2:30 PM Free

2:30 PM – 3:30 PM [James Carter visit!](#)
Columbia Square, Rm 518, Floor 5, 10-12 ppl
Carney, Shannon

3:30 PM – 5:00 PM Free

After 5:00 PM Free

▲ **Sat, Oct 12 – Sun, Oct 13**

All Day Free

▲ **Mon, Oct 14**

Before 8:00 AM Free

8:00 AM – 8:30 AM Free

8:30 AM – 1:00 PM [JK OUT](#)

1:00 PM – 2:00 PM Free

2:30 PM – 3:00 PM [CBO Staff meeting](#)
Columbia Square, Rm 503, Floor 5, 19-23 ppl
Kinard, Jessica

3:00 PM – 3:30 PM Free

3:30 PM – 4:30 PM [PF&R/CBO](#)
Chief's Office
Moore, Janice

4:30 PM – 5:00 PM Free

After 5:00 PM Free

▲ **Tue, Oct 15**

All Day [Calendar/Lobbying report due](#)
Martin, Alexandra

Before 8:00 AM Free

<input type="checkbox"/>	8:00 AM – 9:30 AM	Free
<input checked="" type="checkbox"/>	9:30 AM – 11:30 AM	BHR Executive Session w/ Mayor Wheeler and Commissioners Rose Room Wheeler, Ted
<input type="checkbox"/>	11:30 AM – 2:00 PM	Free
<input checked="" type="checkbox"/>	2:00 PM – 2:30 PM	BMP Prep Jessica's Office Ford, Jane Marie
<input type="checkbox"/>	2:30 PM – 4:00 PM	Free
<input checked="" type="checkbox"/>	4:00 PM – 5:00 PM	Mgmt meeting Columbia Square, Rm 503, Floor 5, 19-23 ppl Kinard, Jessica
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Wed, Oct 16**

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 10:00 AM	Free
<input checked="" type="checkbox"/>	10:00 AM – 12:00 PM	BMP Hearing - Regular Agenda Council Chambers Ford, Jane Marie
<input checked="" type="checkbox"/>	11:30 AM – 1:00 PM	CAMG October - Asset Reporting Methodologies Congress Center, Rm 507, Floor 5, 10-12 ppl Schundler, Greg
<input checked="" type="checkbox"/>	1:00 PM – 2:00 PM	BDS Audit - Discussion with CBO Columbia Square, Rm 518, Floor 5 Gonta, Tenzin
<input type="checkbox"/>	2:00 PM – 3:15 PM	Free
<input checked="" type="checkbox"/>	3:15 PM – 3:45 PM	Performance check-in Jessica's office Carney, Shannon
<input type="checkbox"/>	3:45 PM – 5:00 PM	Free
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Thu, Oct 17**

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 9:00 AM	Free
<input checked="" type="checkbox"/>	10:15 AM – 11:00 AM	BPS / CBO budget review & input BPS Executive Conference Room: 1900 SW 4th Ave, 7th floor Ocken, Julie

<input checked="" type="checkbox"/>	11:00 AM – 11:30 AM	Cost impact of class comp reconsiderations Columbia Square, Rm 529, Floor 5, 6-8 ppl Shifley, Katie
<input type="checkbox"/>	11:30 AM – 1:30 PM	Free
<input checked="" type="checkbox"/>	1:30 PM – 3:00 PM	P&D Directors Meeting Steel Room, Portland Housing Bureau – Commonwealth Building, 421 SW 6th Ave, 5th Floor Hughes, Jena
<input type="checkbox"/>	3:30 PM – 4:00 PM	Free
<input checked="" type="checkbox"/>	4:00 PM – 4:30 PM	Update to 311 changes Jessica's Office Cannon, Kea
<input type="checkbox"/>	4:30 PM – 5:00 PM	Free
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Fri, Oct 18**

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 10:30 AM	Free
<input checked="" type="checkbox"/>	10:30 AM – 11:00 AM	Jessica Kinard, CBO Director, monthly (Tim) Comm. Fritz's office, City Hall, Suite 220 Fritz, Amanda
<input checked="" type="checkbox"/>	11:00 AM – 12:00 PM	Team Lead Check-In Jessica's Office Ford, Jane Marie
<input checked="" type="checkbox"/>	11:30 AM – 12:00 PM	Call Alexandra
<input type="checkbox"/>	12:00 PM – 1:00 PM	Free
<input checked="" type="checkbox"/>	1:00 PM – 1:30 PM	Admin Check-in Rescheduled Thompson, Jennifer
<input type="checkbox"/>	1:30 PM – 5:00 PM	Free
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Sat, Oct 19 – Sun, Oct 20**

<input type="checkbox"/>	All Day	Free
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▲ **Mon, Oct 21 – Tue, Oct 22**

<input checked="" type="checkbox"/>	All Day	Jessica OUT
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▲ **Wed, Oct 23**

All Day [Jessica OUT](#)

▲ **Thu, Oct 24**

All Day [Jessica OUT](#)

▲ **Fri, Oct 25**

All Day [Jessica OUT](#)

▲ **Sat, Oct 26 – Sun, Oct 27**

All Day Free

▲ **Mon, Oct 28**

Before 8:00 AM Free

8:00 AM – 9:00 AM Free

9:30 AM – 11:00 AM Free

11:00 AM – 12:00 PM [Rescheduled Management Team](#)
Columbia Square, Rm 503, Floor 5, 19-23 ppl
Ford, Jane Marie

12:00 PM – 1:00 PM Free

1:00 PM – 2:30 PM [CBO Staff Meeting](#)
Columbia Square, Rm 503, Floor 5, 19-23 ppl
Kinard, Jessica

2:30 PM – 5:00 PM Free

After 5:00 PM Free

▲ **Tue, Oct 29**

Before 8:00 AM Free

8:00 AM – 9:00 AM Free

9:00 AM – 9:30 AM [Check In - Jessica/Suk](#)
CBO, Jessica's Office
Rhee, Suk

9:30 AM – 10:00 AM Free

10:00 AM – 11:00 AM [Check In](#)
Josh's office
Kinard, Jessica

12:00 PM – 2:30 PM Free

- 2:30 PM – 3:15 PM [Homeless Services Sustainable Revenue Conversation Prep](#)
Columbia Square, Rm 517, Floor 5, 4-6 ppl
Ford, Jane Marie
 - 3:15 PM – 4:00 PM Free
 - 4:00 PM – 4:30 PM [Merit Increases - Performance Management and Budgeting](#)
Columbia Square, Rm 529, Floor 5, 6-8 ppl
Zito, Ronald
 - 4:30 PM – 5:00 PM Free
 - After 5:00 PM Free
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▲ **Wed, Oct 30**

- Before 8:00 AM Free
 - 8:00 AM – 3:00 PM Free
 - 3:00 PM – 4:00 PM [Performance check-in](#)
Columbia Square, Rm 503, Floor 5, 19-23 ppl
Carney, Shannon
 - After 5:00 PM Free
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▲ **Thu, Oct 31**

- Before 8:00 AM Free
 - 8:00 AM – 5:00 PM Free
 - After 5:00 PM Free
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November 2019

▲ **Fri, Nov 1**

- Before 8:00 AM Free
 - 8:00 AM – 11:00 AM Free
 - 11:00 AM – 12:00 PM [Coffee with Shannon F](#)
 - 12:00 PM – 3:00 PM Free
 - 3:00 PM – 3:30 PM [Hold for meeting with Mary Margaret](#)
 - 3:30 PM – 5:00 PM Free
 - After 5:00 PM Free
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▲ **Sat, Nov 2 – Sun, Nov 3**

All Day **Free**

▲ **Mon, Nov 4**

Before 8:00 AM **Free**

8:00 AM – 10:30 AM **Free**

10:30 AM – 11:30 AM [Core Budget team: Portland Harbor](#)
Pioneer Tower at 888 SW 5th Ave- Pioneer Room
Von Burg, Annie

11:30 AM – 2:30 PM **Free**

2:30 PM – 3:30 PM [Jess' Annual Review and role clarification :\)](#)
Columbia Square, Rm 518, Floor 5, 10-12 ppl
Eden, Jess

3:30 PM – 5:00 PM **Free**

After 5:00 PM **Free**

▲ **Tue, Nov 5**

Before 8:00 AM **Free**

8:00 AM – 9:00 AM **Free**

9:00 AM – 9:30 AM [Review - Budget discussion with the Commissioners](#)
Columbia Square, Rm 518, Floor 5, 10-12 ppl
Bless, Cathy

9:30 AM – 10:00 AM [Urban Renewal Area Returning Resources](#)
Congress Center, Rm 514, Floor 5, 4-6 ppl
Rinehart, Tom

10:00 AM – 11:00 AM **Free**

11:00 AM – 11:30 AM [Budget Discussion - Commissioner Eudaly](#)
Commissioner Eudaly's conference room
Bless, Cathy

11:00 AM – 11:30 AM [MEET: Human Resources re: budgeting with merit increases](#)
Office of Comm Eudaly, Conference Room
Eudaly, Chloe

11:30 AM – 1:00 PM **Free**

1:00 PM – 1:30 PM [Cathy Bless, Interim Chief Human Resources Officer; Jessica Kinard, City Budget Office \(CBO\) Director \(Tim\)](#)
Commr. Fritz's office
Fritz, Amanda

1:30 PM – 2:00 PM **Free**

2:00 PM – 2:30 PM [Budget Discussion](#)
Kristin's office
Bless, Cathy

2:30 PM – 5:00 PM Free

After 5:00 PM Free

▲ **Wed, Nov 6**

Before 8:00 AM Free

8:00 AM – 9:00 AM Free

9:00 AM – 10:00 AM [Internal discussion on the Budget Guidance for Public Safety](#)

Columbia Square, Rm 518, Floor 5, 10-12 ppl
Cannon, Kea

10:00 AM – 10:45 AM [David and Jessica meeting proposed Wednesday](#)

Jessica's Office
Beller, David

10:45 AM – 11:00 AM Free

11:00 AM – 12:00 PM [Budget Recommendations Implementation Discussion \(Rescheduled from Oct 15\)](#)

Congress Center, Rm 514, Floor 5, 4-6 ppl
Rinehart, Tom

12:00 PM – 1:00 PM Free

1:00 PM – 2:00 PM [Auditor's Office updates](#)

The Portland Exchange (1355 SW 2nd Ave)
Lamb, Amanda

2:00 PM – 3:00 PM [Housing Finance Meeting Prep](#)

Columbia Square, Rm 518, Floor 5, 10-12 ppl
Butel, Angela

3:00 PM – 4:00 PM Free

4:00 PM – 4:30 PM [Check-In/Next Steps: Asset Management](#)

Jessica's Office
Schundler, Greg

4:30 PM – 5:00 PM Free

After 5:00 PM Free

▲ **Thu, Nov 7**

Before 8:00 AM Free

8:00 AM – 5:00 PM [Tribal Summit](#)

After 5:00 PM Free

▲ **Fri, Nov 8**

Before 8:00 AM Free

<input type="checkbox"/>	8:00 AM – 5:00 PM	Tribal Summit
<input checked="" type="checkbox"/>	10:30 AM – 11:50 AM	Climate Action Collaboration Portland City Hall, Pettygrove Room , 2nd Floor John, Laura
<input checked="" type="checkbox"/>	11:00 AM – 12:00 PM	PB Directors Check-In Congress Center, Rm 528, Floor 5, 10-12 ppl Rinehart, Tom
<input checked="" type="checkbox"/>	1:00 PM – 2:20 PM	Native & Cultural Resource Protection Portland City Hall, Pettygrove Room , 2nd Floor John, Laura
<input checked="" type="checkbox"/>	2:30 PM – 3:50 PM	Inadvertent Discovery Portland City Hall, Pettygrove Room , 2nd Floor John, Laura
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Sat, Nov 9 – Sun, Nov 10**

<input type="checkbox"/>	All Day	Free
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▲ **Mon, Nov 11**

<input checked="" type="checkbox"/>	All Day	Veterans Day
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▲ **Tue, Nov 12**

<input type="checkbox"/>	All Day	PYPR Management Team Review Butel, Angela
<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 8:30 AM	Free
<input checked="" type="checkbox"/>	8:30 AM – 9:15 AM	MEET: City Management (Jamal) Rose Room Wheeler, Ted
<input type="checkbox"/>	9:15 AM – 10:00 AM	Free
<input checked="" type="checkbox"/>	10:00 AM – 10:30 AM	Check-in By Phone? Harwood, Josh
<input type="checkbox"/>	10:30 AM – 11:00 AM	Free
<input checked="" type="checkbox"/>	11:00 AM – 11:30 AM	Outreach and Engagement Team Vision/Discussion Columbia Square, Rm 529, Floor 5, 6-8 ppl Kinard, Jessica
<input checked="" type="checkbox"/>	11:30 AM – 11:45 AM	Touching base on CAMG Carmen will call Jessica Merlo, Carmen
<input type="checkbox"/>	11:45 AM – 2:30 PM	Free

- 2:30 PM – 3:00 PM [Shoot Portland Insights Survey Visualization Video](#)
Jessica's Office, CBO, Columbia Square (111 SW Columbia)
Rubin, Michelle
 - 3:00 PM – 5:00 PM Free
 - After 5:00 PM Free
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▲ **Wed, Nov 13**

- All Day [PYPR Management Team Review](#)
Butel, Angela
 - Before 8:00 AM Free
 - 8:00 AM – 9:30 AM Free
 - 9:30 AM – 10:00 AM [Performance Measures for refreshed Portland Plan](#)
BPS Executive Conference Room: 1900 SW 4th Ave, 7th floor
Durbin, Andrea
 - 10:00 AM – 1:00 PM Free
 - 1:00 PM – 2:00 PM [Josh Performance Review](#)
Columbia Square, Rm 529, Floor 5, 6-8 ppl
Harwood, Josh
 - 2:00 PM – 3:00 PM Free
 - 3:00 PM – 4:30 PM [CAMG November: CAMG Charter and 2018 Annual Report](#)
Congress Center, Rm 508, Floor 5, 10-12 ppl
Schundler, Greg
 - 4:00 PM – 4:30 PM [Check-in](#)
Jessica's office
Lindsay, Eliza
 - 4:30 PM – 5:00 PM [Performance check-in](#)
Jessica's office
Carney, Shannon
 - After 5:00 PM Free
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▲ **Thu, Nov 14**

- All Day [PYPR Management Team Review](#)
Butel, Angela
- Before 8:00 AM Free
- 8:00 AM – 9:00 AM Free
- 1:00 PM – 1:30 PM [Kickoff Call - Mayor's Budget Guidance on Housing and Homelessness](#)
Call-in number: +1 (971) 323-0035 | Conf. ID: 184122089#
Butel, Angela
- 1:30 PM – 2:00 PM Free

<input checked="" type="checkbox"/>	2:00 PM – 2:30 PM	Personnel FAQ Columbia Square, Rm 503, Floor 5, 19-23 ppl Eden, Jess
<input type="checkbox"/>	2:30 PM – 3:30 PM	Free
<input checked="" type="checkbox"/>	3:30 PM – 4:00 PM	Meet: JK/KD Kristin's office Dennis, Kristin
<input type="checkbox"/>	4:00 PM – 5:00 PM	Free
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Fri, Nov 15**

<input type="checkbox"/>	All Day	PYPR drafts to bureaus by EOD Butel, Angela
<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 10:30 AM	Free
<input checked="" type="checkbox"/>	10:30 AM – 11:00 AM	Jessica Kinard, CBO Director, monthly (Tim) Comm. Fritz's office, City Hall, Suite 220 Fritz, Amanda
<input type="checkbox"/>	11:00 AM – 1:00 PM	Free
<input checked="" type="checkbox"/>	1:00 PM – 2:00 PM	Christy-JK Check In JKs Office Kinard, Jessica
<input type="checkbox"/>	2:00 PM – 2:30 PM	Free
<input checked="" type="checkbox"/>	2:30 PM – 3:00 PM	Collective Bargaining Updates (2019 meetings) Congress Center, Rm 507, Floor 5, 10-12 ppl Rinehart, Tom
<input checked="" type="checkbox"/>	3:00 PM – 4:00 PM	BES Re-Org discussion Mike Jordan's Office Jordan, Michael
<input checked="" type="checkbox"/>	4:00 PM – 4:30 PM	Amy-Jessica Check-in JK Office Kinard, Jessica
<input type="checkbox"/>	4:30 PM – 5:00 PM	Free
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Sat, Nov 16 – Sun, Nov 17**

<input type="checkbox"/>	All Day	Free
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▲ **Mon, Nov 18**

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 8:30 AM	Free

<input checked="" type="checkbox"/>	8:30 AM – 9:00 AM	Discuss Community Engagement/Education for the Budget Process City Hall, Suite 110, Suk's Office Rhee, Suk
<input checked="" type="checkbox"/>	9:00 AM – 9:30 AM	Welcome Back! Kinard, Jessica
<input checked="" type="checkbox"/>	9:30 AM – 10:00 AM	Outreach and Engagement Team Columbia Square, Rm 518, Floor 5, 10-12 ppl Martin, Alexandra
<input checked="" type="checkbox"/>	10:00 AM – 11:00 AM	CBO Management Meeting Columbia Square, Rm 529, Floor 5, 6-8 ppl Martin, Alexandra
<input type="checkbox"/>	11:00 AM – 3:30 PM	Free
<input checked="" type="checkbox"/>	3:30 PM – 4:30 PM	CBO/Mayor's/PPB Budget Meeting PPB Chief's Office Conference Room Lee, Ryan
<input type="checkbox"/>	4:30 PM – 5:00 PM	Free
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Tue, Nov 19**

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 9:00 AM	Free
<input checked="" type="checkbox"/>	9:00 AM – 9:30 AM	Budget Discussion Commissioner Hardesty's conference room Bless, Cathy
<input type="checkbox"/>	9:30 AM – 11:00 AM	Free
<input checked="" type="checkbox"/>	11:00 AM – 11:30 AM	Budget and reclassifications Kostas' office Kinard, Jessica
<input type="checkbox"/>	11:30 AM – 2:00 PM	Free
<input checked="" type="checkbox"/>	2:00 PM – 3:00 PM	FW: TESC Meeting Congress Center Room 513 Storm, Janet
<input checked="" type="checkbox"/>	2:00 PM – 4:00 PM	FY 2020-21 Performance Management Workshop Columbia Square Building (111 SW Columbia), 8th floor conference rm Carney, Shannon
<input checked="" type="checkbox"/>	4:00 PM – 4:30 PM	Question on capital set aside your offices Sauter, Maty
<input type="checkbox"/>	4:30 PM – 5:00 PM	Free
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Wed, Nov 20**

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 9:00 AM	Free
<input checked="" type="checkbox"/>	9:00 AM – 10:00 AM	Budget Equity Tool Office Of Equity And Human Rights - 421 SW 6th Ave Suite 500 Smith, Markisha
<input checked="" type="checkbox"/>	10:00 AM – 11:00 AM	PFML Training with Anne Milligan City Hall - 1st Floor Conf Room Milligan, Anne
<input checked="" type="checkbox"/>	11:00 AM – 11:30 AM	Check in Starbucks across from Portland Building Tritsch, Emily
<input type="checkbox"/>	11:30 AM – 11:40 AM	Free
<input type="checkbox"/>	1:30 PM – 2:00 PM	Free
<input checked="" type="checkbox"/>	2:00 PM – 2:45 PM	Evaluation Prep Ford, Jane Marie
<input type="checkbox"/>	2:45 PM – 3:00 PM	Free
<input checked="" type="checkbox"/>	3:00 PM – 4:00 PM	Paid Family Leave Follow Up Meeting City Hall, Attorney's 4th Floor Large Conference Room Kraut, Lory
<input checked="" type="checkbox"/>	4:30 PM – 5:00 PM	Performance check-in Jessica's office Carney, Shannon
<input type="checkbox"/>	After 5:00 PM	Free

▲ Thu, Nov 21

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 9:30 AM	Free
<input checked="" type="checkbox"/>	9:30 AM – 10:00 AM	PUB staff check-in Jessica's office Archer-Masters, Amy
<input type="checkbox"/>	10:00 AM – 11:00 AM	Free
<input checked="" type="checkbox"/>	1:30 PM – 2:00 PM	Debt Policy Discussion - Cash Funding Requirements Congress Center, Rm 510, Floor 5, 8-10 ppl Gierach, Matthew

▲ Fri, Nov 22

<input checked="" type="checkbox"/>	9:00 AM – 10:00 AM	JK-JH Check In JK Office Kinard, Jessica
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<input checked="" type="checkbox"/>	11:00 AM – 12:00 PM	Chiefs of Staff Meeting Mayor's Conference Room Dennis, Kristin
<input checked="" type="checkbox"/>	1:00 PM – 2:00 PM	PERS Side Accounts Congress Center, Rm 528, Floor 5, 10-12 ppl Kirby, Michelle
<input checked="" type="checkbox"/>	2:00 PM – 3:00 PM	Evaluation Prep Ford, Jane Marie
<input type="checkbox"/>	3:00 PM – 5:00 PM	Free
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Sat, Nov 23 – Sun, Nov 24**

<input type="checkbox"/>	All Day	Free
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▲ **Mon, Nov 25**

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 9:00 AM	Free
<input checked="" type="checkbox"/>	9:00 AM – 9:30 AM	Admin check-in JK office Martin, Alexandra
<input checked="" type="checkbox"/>	9:30 AM – 10:00 AM	Performance Training - Intro
<input checked="" type="checkbox"/>	9:30 AM – 11:30 AM	FY 2020-21 Performance Management Workshop (option 2) Columbia Square Building (111 SW Columbia), 8th floor conference Rm Carney, Shannon
<input type="checkbox"/>	11:30 AM – 1:00 PM	Free
<input checked="" type="checkbox"/>	1:00 PM – 2:00 PM	Staff Meeting (conference line) Skype Meeting Martin, Alexandra
<input checked="" type="checkbox"/>	2:00 PM – 3:00 PM	Performance evaluation Columbia Square, Rm 529 Shifley, Katie
<input checked="" type="checkbox"/>	3:00 PM – 4:00 PM	Performance Evaluation Columbia Square, Rm 517, Floor 5, 4-6 ppl Ford, Jane Marie
<input checked="" type="checkbox"/>	4:00 PM – 4:30 PM	Info Intvw with Dave Cutler Portland Exchange
<input type="checkbox"/>	4:30 PM – 5:00 PM	Free
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Tue, Nov 26**

<input type="checkbox"/>	All Day	PYPR feedback from bureaus due Butel, Angela
<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 8:30 AM	Free
<input checked="" type="checkbox"/>	8:30 AM – 9:15 AM	MEET: City Management (Jamal) Rose Room Wheeler, Ted
<input type="checkbox"/>	9:15 AM – 9:30 AM	Free
<input checked="" type="checkbox"/>	9:30 AM – 11:30 AM	Parks Sustainable Future Work Session
<input checked="" type="checkbox"/>	12:00 PM – 12:30 PM	Sustainable Futures debrief BellDuboset, Asha
<input type="checkbox"/>	12:30 PM – 5:00 PM	Free
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Wed, Nov 27**

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 5:00 PM	Free
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Thu, Nov 28**

<input checked="" type="checkbox"/>	All Day	Thanksgiving Break
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▲ **Fri, Nov 29**

<input checked="" type="checkbox"/>	All Day	Thanksgiving Break
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▲ **Sat, Nov 30**

<input type="checkbox"/>	All Day	Free
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December 2019

▲ **Sun, Dec 1**

<input type="checkbox"/>	All Day	Free
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▲ **Mon, Dec 2**

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	9:00 AM – 10:30 AM	Free
<input checked="" type="checkbox"/>	10:30 AM – 11:00 AM	Exec Session prep Kinard, Jessica
<input checked="" type="checkbox"/>	10:30 AM – 12:00 PM	Outreach Team - Logic Model Columbia Square, Rm 529, Floor 5, 6-8 ppl Martin, Alexandra
<input type="checkbox"/>	12:00 PM – 2:00 PM	Free
<input checked="" type="checkbox"/>	2:00 PM – 3:00 PM	URA draft presentation Columbia Square, Rm 517, Floor 5, 4-6 ppl Fairchild, Shannon
<input checked="" type="checkbox"/>	3:00 PM – 4:00 PM	Executive Session Prep Columbia Square, Rm 518, Floor 5, 10-12 ppl Bless, Cathy
<input type="checkbox"/>	4:00 PM – 5:00 PM	Free
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Tue, Dec 3**

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 9:30 AM	Free
<input checked="" type="checkbox"/>	9:30 AM – 11:30 AM	Exec Session
<input checked="" type="checkbox"/>	9:30 AM – 11:30 AM	Hold for Budget Kick-off 1900 Building Room 2500C Owen, Christina
<input type="checkbox"/>	11:30 AM – 12:00 PM	Free
<input checked="" type="checkbox"/>	12:00 PM – 1:00 PM	PP&R/CBO Monthly Check-in Congress Center, Rm 514, Floor 5, 4-6 ppl Long, Adena
<input type="checkbox"/>	1:00 PM – 2:00 PM	Free
<input checked="" type="checkbox"/>	2:00 PM – 3:00 PM	URA returning resources - PHB and Prosper impacts Shannon's office, PHB, 421 SW 6th Ave. 5th floor Callahan, Shannon
<input type="checkbox"/>	3:00 PM – 3:30 PM	Free
<input checked="" type="checkbox"/>	3:30 PM – 6:30 PM	Portland Utility Board - Meeting 1900 SW Fourth Avenue, 2500C Lindsay, Eliza
<input checked="" type="checkbox"/>	4:00 PM – 6:00 PM	Budget Advisory Committee Skidmore Conference Room Moore, Janice

4:00 PM – 6:00 PM [Fire BAC](#)

After 6:30 PM Free

▲ **Wed, Dec 4**

Before 8:00 AM Free

8:00 AM – 10:00 AM Free

10:00 AM – 11:00 AM [Tour Portland Building- CBO space](#)
Portland building
Owen, Christina

11:00 AM – 5:00 PM Free

After 5:00 PM Free

▲ **Thu, Dec 5**

Before 8:00 AM Free

8:00 AM – 1:30 PM Free

1:30 PM – 2:00 PM [PERS Employee Incentive Fund Contribution](#)
Columbia Square, Rm 518, Floor 5, 10-12 ppl
Kinard, Jessica

2:00 PM – 2:30 PM [URA Resources work session finalization](#)
Columbia Square, Room 517
Rinehart, Tom

2:30 PM – 3:00 PM [Tom/ Jessica Check-in](#)
Jessica's office
Rinehart, Tom

3:00 PM – 3:30 PM Free

3:30 PM – 4:30 PM [Review North Portland budget training presentation](#)
Columbia Square, Rm 529, Floor 5, 6-8 ppl
Rubin, Michelle

4:30 PM – 5:00 PM Free

After 5:00 PM Free

▲ **Fri, Dec 6**

Before 8:00 AM Free

8:00 AM – 5:00 PM Free

After 5:00 PM Free

▲ **Sat, Dec 7**

<input type="checkbox"/>	Before 10:00 AM	Free
<input checked="" type="checkbox"/>	10:00 AM – 12:00 PM	Portsmouth NA Budget trianing Charles Jordan center? Kinard, Jessica
<input type="checkbox"/>	After 12:00 PM	Free

▲ **Sun, Dec 8**

<input type="checkbox"/>	All Day	Free
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▲ **Mon, Dec 9**

<input type="checkbox"/>	All Day	PYPR publication Butel, Angela
<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 9:00 AM	Free
<input checked="" type="checkbox"/>	9:00 AM – 9:30 AM	CAMG meeting prep Carmen will call Jessica Merlo, Carmen
<input type="checkbox"/>	9:30 AM – 10:30 AM	Free
<input checked="" type="checkbox"/>	10:30 AM – 11:00 AM	Cookie or Goody Exchange Columbia Square, Rm 518, Floor 5, 10-12 ppl Eden, Jess
<input type="checkbox"/>	11:00 AM – 11:30 AM	Free
<input checked="" type="checkbox"/>	11:30 AM – 12:15 PM	MEET: TIF Returning Resources (Cupid) Rose Room Wheeler, Ted
<input type="checkbox"/>	12:15 PM – 1:00 PM	Free
<input checked="" type="checkbox"/>	1:00 PM – 2:00 PM	CBO Staff meeting - in 518 Columbia Square, Rm 518, Floor 5, 10-12 ppl Martin, Alexandra
<input type="checkbox"/>	2:00 PM – 5:00 PM	Free
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Tue, Dec 10**

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 8:30 AM	Free
<input checked="" type="checkbox"/>	8:30 AM – 9:15 AM	MEET: City Management No Mayor (Jamal) Rose Room Blair, Aja
<input type="checkbox"/>	9:15 AM – 11:30 AM	Free

<input checked="" type="checkbox"/>	11:30 AM – 12:00 PM	PUB staff check-in Jessica's office Archer-Masters, Amy
<input type="checkbox"/>	12:00 PM – 2:15 PM	Free
<input checked="" type="checkbox"/>	2:15 PM – 4:45 PM	PYPR Internal Debrief Roundtable Columbia Square, Rm 503, Floor 5, 19-23 ppl Carney, Shannon
<input type="checkbox"/>	4:45 PM – 5:00 PM	Free
<input type="checkbox"/>	After 5:00 PM	Free

▲ Wed, Dec 11

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 9:00 AM	Free
<input checked="" type="checkbox"/>	9:00 AM – 9:30 AM	Andrea / Jessica K / Donnie check-in Andrea's office Durbin, Andrea
<input type="checkbox"/>	9:30 AM – 4:30 PM	Free
<input type="checkbox"/>	After 6:00 PM	Free

▲ Thu, Dec 12

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 1:00 PM	Free
<input checked="" type="checkbox"/>	1:00 PM – 2:00 PM	Next steps on the Capital Set-Aside tool Columbia Square, Rm 518, Floor 5, 10-12 ppl Fairchild, Shannon
<input type="checkbox"/>	2:00 PM – 3:00 PM	Free
<input checked="" type="checkbox"/>	3:00 PM – 3:30 PM	Budget Mtg./Hearings Office Mary's Office (Suite 320 - City Hall) McNeal, Joshua
<input type="checkbox"/>	3:30 PM – 5:00 PM	Free
<input type="checkbox"/>	After 5:00 PM	Free

▲ Fri, Dec 13

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 11:30 AM	Free
<input checked="" type="checkbox"/>	11:30 AM – 12:00 PM	Meet RE Performance Report Bradley, Derek
<input type="checkbox"/>	1:00 PM – 5:00 PM	Free
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Sat, Dec 14 – Sun, Dec 15**

All Day Free

▲ **Mon, Dec 16**

All Day [TPB Crate Delivery](#)
Martin, Alexandra

Before 8:00 AM Free

8:00 AM – 9:30 AM Free

9:30 AM – 10:30 AM [Management Meeting](#)
Columbia Square, Rm 529, Floor 5, 6-8 ppl
Martin, Alexandra

10:30 AM – 12:00 PM [Outreach Team - Logic Model and Work Plan](#)
Columbia Square, Rm 529, Floor 5, 6-8 ppl
Martin, Alexandra

12:00 PM – 1:00 PM [Alexandra performance review](#)
JK's office
Martin, Alexandra

1:00 PM – 5:00 PM Free

After 5:00 PM Free

▲ **Tue, Dec 17**

Before 8:00 AM Free

8:00 AM – 1:00 PM Free

1:00 PM – 1:30 PM [General Fund forecast](#)
Kristin's office
Dennis, Kristin

1:30 PM – 2:00 PM [2nd floor walk around](#)
Kinard, Jessica

2:00 PM – 3:00 PM [FW: TESC Meeting](#)
Congress Center Room 513
Storm, Janet

3:00 PM – 3:30 PM [Katie - capacity, citywide analyses, etc.](#)
Shifley, Katie

4:00 PM – 5:00 PM [Budget Kickoff draft presentation review](#)
Columbia Square, Rm 518, Floor 5, 10-12 ppl
Kinard, Jessica

After 5:00 PM Free

▲ **Wed, Dec 18**

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	10:45 AM – 11:30 AM	Free
<input checked="" type="checkbox"/>	11:30 AM – 1:00 PM	CAMG December Congress Center, Rm 513, Floor 5, 32-36 ppl Schundler, Greg
<input type="checkbox"/>	1:00 PM – 2:30 PM	Free
<input checked="" type="checkbox"/>	2:30 PM – 3:00 PM	Portland Harbor Agreement Columbia Square, Rm 503, Floor 5, 19-23 ppl Harwood, Josh
<input type="checkbox"/>	3:00 PM – 3:30 PM	Free
<input checked="" type="checkbox"/>	3:30 PM – 4:00 PM	check in JK Office Eden, Jess
<input type="checkbox"/>	4:00 PM – 5:00 PM	Free
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Thu, Dec 19**

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 9:00 AM	Free
<input checked="" type="checkbox"/>	9:00 AM – 10:30 AM	Refresh - Review First Projects & Process Discussion Congress Center, Rm 510, Floor 5, 8-10 ppl Schundler, Greg
<input checked="" type="checkbox"/>	9:30 AM – 12:00 PM	Prior Year Performance Report and Budget Kickoff Work Session Council Chambers Butel, Angela
<input checked="" type="checkbox"/>	11:00 AM – 1:00 PM	Portland Utility Board - subcommittee meeting City Hall, Rose Room Lindsay, Eliza
<input type="checkbox"/>	1:00 PM – 3:15 PM	Free
<input checked="" type="checkbox"/>	3:15 PM – 3:45 PM	Portland Plan Refresh Columbia Square Rm 518 Smith, Markisha
<input type="checkbox"/>	3:45 PM – 5:00 PM	Free
<input type="checkbox"/>	5:00 PM – 5:30 PM	Free
<input type="checkbox"/>	After 10:00 PM	Free

▲ **Fri, Dec 20**

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 10:30 AM	Free

- 10:30 AM – 11:00 AM [Jessica Kinard, CBO Director, monthly \(Cynthia\)](#)
Comm. Fritz's office, City Hall, Suite 220
Fritz, Amanda
 - 11:00 AM – 1:30 PM Free
 - 1:30 PM – 2:30 PM [CBO Budget Items](#)
Jessica's Office
Owen, Christina
 - 2:30 PM – 5:00 PM Free
 - After 5:00 PM Free
-

▲ **Sat, Dec 21 – Sun, Dec 22**

- All Day Free
-

▲ **Mon, Dec 23**

- Before 8:00 AM Free
 - 8:00 AM – 10:30 AM Free
 - 10:30 AM – 11:00 AM [Admin check-in](#)
JK office
Martin, Alexandra
 - 11:00 AM – 5:00 PM Free
 - After 5:00 PM Free
-

▲ **Tue, Dec 24**

- Before 8:00 AM Free
 - 8:00 AM – 8:30 AM Free
 - 10:30 AM – 2:00 PM Free
 - 2:00 PM – 3:00 PM [CAMG Presentation follow up](#)
Jessica's Office
Merlo, Carmen
 - 3:00 PM – 5:00 PM Free
 - After 5:00 PM Free
-

▲ **Wed, Dec 25**

- All Day [Christmas - OUT](#)
-

▲ **Thu, Dec 26**

- Before 8:00 AM Free
- 8:00 AM – 5:00 PM Free

After 5:00 PM Free

▲ **Fri, Dec 27**

Before 8:00 AM Free

8:00 AM – 10:30 AM Free

10:30 AM – 11:30 AM [Budget guidance](#)
Tracy Reeve's Office
Reeve, Tracy

11:30 AM – 1:00 PM Free

1:00 PM – 1:30 PM [January Exec Council Presentation Prep](#)
Cathy's Office
Zito, Ronald

1:30 PM – 5:00 PM Free

After 5:00 PM Free

▲ **Sat, Dec 28 – Sun, Dec 29**

All Day Free

▲ **Mon, Dec 30 – Tue, Dec 31**

All Day [JK OUT](#)