
Kinard, Jessica Calendar

Jessica.Kinard@portlandoregon.gov

Friday, January 01, 2021 – Wednesday, March 31, 2021

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

(Adjusted for Daylight Saving Time)

January 2021

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

February 2021

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

March 2021

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

January 2021

▲ Fri, Jan 1



All Day [New Year's holiday](#)
Martin, Alexandra

▲ Sat, Jan 2 – Sun, Jan 3

▲ Mon, Jan 4



2:00 PM – 3:00 PM [Budget process meeting w/Director Kinard and other CBO staff](#)

Microsoft Teams Meeting
Gadberry, Liz



4:00 PM – 4:30 PM [merit/drift reduction](#)

Microsoft Teams Meeting
Shifley, Katie

▲ Tue, Jan 5



9:00 AM – 10:00 AM [Prep for Council Priorities Session](#)

Microsoft Teams Meeting
Martin, Alexandra



11:30 AM – 12:00 PM [Commissioner Performance Briefing Check-In](#)

Microsoft Teams Meeting
Butel, Angela

- 4:30 PM – 5:00 PM [LOC check in](#)
Microsoft Teams Meeting
Kinard, Jessica
-

▲ **Wed, Jan 6**

- 11:30 AM – 12:00 PM [Quick check in](#)
Microsoft Teams Meeting
Kinard, Jessica
-

▲ **Thu, Jan 7**

- 9:00 AM – 10:00 AM [Monthly Equity Topic](#)
Zoom meeting
Martin, Alexandra
 - 10:30 AM – 12:00 PM [Debt Management Training](#)
Microsoft Teams Meeting
Harwood, Josh
 - ▨ 12:00 PM – 1:00 PM [Bureau Directors Monthly Meeting](#)
Zoom
Rinehart, Tom
 - 1:00 PM – 1:30 PM [City priorities work session thinking and alignment](#)
Microsoft Teams Meeting
Kim, Giyen
-

▲ **Fri, Jan 8**

- 11:00 AM – 12:00 PM [Meeting: Budget Office](#)
Microsoft Teams Meeting
Commissioner Mapps
- 3:00 PM – 4:00 PM [Budget Discussion with LiUNA](#)
Teams Meeting
Bless, Cathy

- 4:00 PM – 4:30 PM [Budget/HR Check-In](#)
Lane, Anita

▲ **Sat, Jan 9 – Sun, Jan 10**

▲ **Mon, Jan 11**

- 2:00 PM – 3:00 PM [Directors' Racial Equity Subgroup](#)
<https://zoom.us/j/96403315864?pwd=YTEsWHpBV1paS21jRWEzR2ZKbzJuUT09>
Ocken, Julie
- 3:00 PM – 5:00 PM [Equity Meeting - CBO Culture](#)
Zoom
Martin, Alexandra

▲ **Tue, Jan 12**

- 9:00 AM – 9:30 AM [River District/LOC IGA Follow-up](#)
Barnes, Tony
- 9:30 AM – 11:30 AM [Work Session - CARES Act Update and CAA, 2021 Overview](#)
Kim, Giyen
- ▨ 10:00 AM – 12:00 PM [Central City Recovery Scenario Planning](#)
Hoy, Rachael
- ▨ 1:00 PM – 1:30 PM [Admin meeting](#)
Microsoft Teams Meeting
Martin, Alexandra
- ▨ 1:30 PM – 2:00 PM [Significant Issues meeting prep](#)
Microsoft Teams Meeting
Owen, Christina

- ▨ 4:30 PM – 5:30 PM [CBO Budget Planning](#)
Microsoft Teams Meeting
Owen, Christina
-

▲ Wed, Jan 13

- 10:00 AM – 11:00 AM [Retreat planning](#)
Martin, Alexandra
 - 12:00 PM – 12:30 PM [FW: BOLT Meeting](#)
Microsoft Teams Meeting
Merlo, Carmen
 - 1:30 PM – 2:30 PM [\(Zoom\) Jessica Kinard, City Budget Office \(CBO\) Director \(Adriana\) *resch'd from 1/15](#)
Rubio, Carmen
 - 3:00 PM – 4:00 PM [City Priorities Work Session Prep](#)
Zoom
Rinehart, Tom
 - 4:00 PM – 4:30 PM [Check-in Portland Insights Survey](#)
Microsoft Teams Meeting
Rubin, Michelle
-

▲ Thu, Jan 14

- ▨ 8:45 AM – 12:30 PM [CBO Staff Retreat Session 1](#)
Zoom
Martin, Alexandra
- ▨ 9:30 AM – 11:00 AM [January Disaster Policy Council Meeting](#)
Wolf, Katy
- 11:00 AM – 12:00 PM [P&D Directors Monthly Meeting](#)
Durbin, Andrea
- 2:00 PM – 2:30 PM [Tom/ Jessica Monthly Check-in](#)
Zoom
Rinehart, Tom
- 3:30 PM – 4:00 PM [Mayor's Office/Budget Office](#)
Martin, Alexandra

- 4:00 PM – 4:30 PM [Directors 2x Weekly Check-in](#)
Zoom
Rinehart, Tom
 - ▨ 4:30 PM – 5:00 PM [Performance check in](#)
Microsoft Teams Meeting
Imaralu, Douglas
-

▲ **Fri, Jan 15**

- ▨ 8:45 AM – 12:30 PM [CBO Staff Retreat - Analyst Session](#)
Zoom
Martin, Alexandra
 - ▨ 1:30 PM – 2:30 PM [Executive Session Prep](#)
Microsoft Teams Meeting
Gaddis, Jerrell
 - 3:00 PM – 3:30 PM [Cmr. Ryan & Director Kinard monthly check-in](#)
Microsoft Teams Meeting
Gadberry, Liz
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▲ **Sat, Jan 16 – Sun, Jan 17**

▲ **Mon, Jan 18**

- All Day [Martin Luther King, Jr. Day holiday](#)
Martin, Alexandra
-

▲ **Tue, Jan 19**

- 9:30 AM – 11:30 AM [BHR Executive Session w/ Mayor Wheeler and Commissioners](#)
Zoom link in appointment
Wheeler, Ted

- 11:30 AM – 12:00 PM [Tuesday Chiefs](#)
Microsoft Teams Meeting
Schmanski, Sonia
 - 1:45 PM – 2:00 PM [JM/Jessica check-in](#)
Microsoft Teams Meeting
Ford, Jane Marie
 - 2:00 PM – 2:45 PM [Portland CBO/HR&A Connect](#)
Eri Furusawa
 - 3:00 PM – 4:00 PM [Labor Unions & Labor Relation Regular Check in](#)
Microsoft Teams Meeting
Gaddis, Jerrell
 - 4:30 PM – 5:15 PM [Performance meeting w/CBO](#)
Microsoft Teams Meeting
Gadberry, Liz
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▲ **Wed, Jan 20**

- 12:00 PM – 12:15 PM [Touch base on work session](#)
phone, Shannon to call Jessica
Carney, Shannon
 - ▨ 12:30 PM – 1:00 PM [Weekly BHR/Budget Check In](#)
Microsoft Teams Meeting
Bless, Cathy
 - 3:00 PM – 4:30 PM [CBO Budget Advisory Committee Meeting](#)
Zoom meeting
Martin, Alexandra
 - 3:00 PM – 10:00 PM [City of Portland Inauguration Day Virtual Situation Room](#)
Wolf, Katy
 - 5:00 PM – 6:00 PM [HOLD for Work Session Run-through](#)
Microsoft Teams Meeting
Kinard, Jessica
-

▲ **Thu, Jan 21**

- 10:30 AM – 11:00 AM [Labor costing check-in](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 2:00 PM – 4:00 PM [Council Priorities Work Session](#)
Link in invite
Kinard, Jessica
 - 2:00 PM – 4:00 PM [WORK SESSION: City Priorities Retreat](#)
Zoom link in appointment
Wheeler, Ted
 - 3:00 PM – 3:30 PM [Performance Check In](#)
Microsoft Teams Meeting
Kinard, Jessica
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▲ **Fri, Jan 22**

- 10:00 AM – 10:30 AM [\(Zoom\) Jessica Kinard, City Budget Office \(CBO\) Director \(Adriana/Cynthia\)](#)
Rubio, Carmen
 - 10:30 AM – 11:00 AM [AB-JK Check In](#)
Microsoft Teams Meeting
Kinard, Jessica
 - ▨ 11:00 AM – 12:00 PM [Bi-Weekly meeting](#)
Microsoft Teams Meeting
Owen, Christina
-

▲ **Sat, Jan 23 – Sun, Jan 24**

▲ **Mon, Jan 25**

▲ **Tue, Jan 26**

- 9:30 AM – 10:30 AM [Perf eval](#)
Microsoft Teams Meeting
Owen, Christina
 - 1:00 PM – 2:00 PM [MEETING: Discuss PPA Contract & Finances](#)
Blanco Chapin, Amaya
-

▲ Wed, Jan 27

- 1:00 PM – 1:30 PM [labor costing - PPA step freeze](#)
Microsoft Teams Meeting
Shifley, Katie
 - 2:00 PM – 4:00 PM [Central City Scenario Planning](#)
Hoy, Rachael
-

▲ Thu, Jan 28

- 12:45 PM – 1:00 PM [Council priorities check-in](#)
Microsoft Teams Meeting
Oppenheimer, Laura
 - 1:00 PM – 1:30 PM [JH-JK Check In](#)
Microsoft Teams Meeting
Kinard, Jessica
-

▲ Fri, Jan 29

- All Day [FY 2021-22 Budget Submissions due to CBO](#)
Owen, Christina
- 9:30 AM – 11:00 AM [CBO Budget Submission](#)
- 11:00 AM – 12:00 PM [E-Council Training \(option #3 - Mayor's portfolio/ option #1 Ryan portfolio\)](#)
Microsoft Teams Meeting
Shiplot, Diana
- 1:00 PM – 1:45 PM [Portland Site Visit | Conversation with Mayor Wheeler](#)

- 2:00 PM – 3:00 PM [MEET: Coalition of Communities of Color/Mayor Wheeler \(Sam\)](#)
Zoom link in appointment
Wheeler, Ted
-

▲ Sat, Jan 30 – Sun, Jan 31

February 2021

▲ Mon, Feb 1

- All Day [Requested Budget Tech Checks- EOD](#)
Owen, Christina
 - 2:15 PM – 2:45 PM [Jessica Kinard Interim Director Budget Office*Economist Josh Harwood re: Forecast Update - Zoom Inc.](#)
Hardesty, Jo Ann
 - 4:30 PM – 5:00 PM [follow-up from Management Team](#)
Microsoft Teams Meeting
Owen, Christina
-

▲ Tue, Feb 2

- 9:30 AM – 11:30 AM [HOLD for Work Session](#)
- 1:00 PM – 1:30 PM [WWC decision points](#)
Microsoft Teams Meeting
Imaralu, Douglas
- 2:00 PM – 2:30 PM [JK-JE Check In](#)
Microsoft Teams Meeting
Kinard, Jessica

- 3:00 PM – 3:30 PM [Check-in on coverage, key issues](#)
Microsoft Teams Meeting
Ford, Jane Marie
-

▲ Wed, Feb 3

- 9:30 AM – 10:15 AM [Meeting: Jessica Kinard, Director, City Budget Office & Briannon Fraley, Director, Office of Government Relations](#)
Microsoft Teams Meeting
Fraley, Brie
 - 1:30 PM – 2:30 PM [Budget Work Sessions](#)
Microsoft Teams Meeting
Owen, Christina
-

▲ Thu, Feb 4

- 9:00 AM – 9:30 AM [Check in on priorities work session](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 11:30 AM – 12:30 PM [\(Zoom\) Weekly Policy Advisors meeting \(Adriana/Rico/Cynthia/Mona\)](#)
Rubio, Carmen
 - 12:00 PM – 1:00 PM [Bureau Directors Monthly Meeting](#)
Zoom
Rinehart, Tom
-

▲ Fri, Feb 5

- 9:00 AM – 10:00 AM [Bi-Weekly meeting](#)
Microsoft Teams Meeting
Owen, Christina
- 10:00 AM – 10:30 AM [JK-YO check in](#)
Microsoft Teams Meeting
Kinard, Jessica

- 11:30 AM – 1:00 PM [Hold for temp FA III interviews](#)
Zoom
Martin, Alexandra
 - 1:00 PM – 1:30 PM [\(Zoom\) Jessica Kinard, City Budget Office \(CBO\) Director, biweekly \(Adriana\)](#)
Rubio, Carmen
 - 2:30 PM – 3:00 PM [Budget/HR Check-In](#)
Lane, Anita
-

▲ **Sat, Feb 6 – Sun, Feb 7**

▲ **Mon, Feb 8**

- 9:30 AM – 10:30 AM [Staff Meeting - moved to Monday mornings during February](#)
Microsoft Teams Meeting
Martin, Alexandra
- 11:00 AM – 12:00 PM [Capital set-aside--discussing project submissions and next steps](#)
Microsoft Teams Meeting
Fairchild, Shannon
- 12:30 PM – 1:00 PM [Quick call](#)
Microsoft Teams Meeting
Kinard, Jessica
- ▨ 2:15 PM – 3:00 PM [public safety analysts check-in](#)
Microsoft Teams Meeting
Shifley, Katie
- 2:30 PM – 3:30 PM [CAB Meeting](#)
Zoom
Watson, Amanda
- ▨ 3:00 PM – 3:30 PM [Post-submission check in - PBOT](#)
Microsoft Teams Meeting
Shifley, Katie

- ▨ 3:30 PM – 4:00 PM [Post-submission check-in - OMF](#)
Microsoft Teams Meeting
Shifley, Katie
 - ▨ 4:00 PM – 4:30 PM [Post-submission check-in - Parks](#)
Microsoft Teams Meeting
Shifley, Katie
 - ▨ 4:30 PM – 5:00 PM [Post-submission check-in - BPS](#)
Microsoft Teams Meeting
Shifley, Katie
-

▲ Tue, Feb 9

- 9:30 AM – 10:00 AM [Discuss Equity budget work session](#)
Microsoft Teams Meeting
Kinard, Jessica
 - ▨ 11:00 AM – 12:00 PM [Performance evaluation](#)
Microsoft Teams Meeting
Owen, Christina
 - ▨ 12:00 PM – 12:30 PM [PUB staff check-in](#)
Phone/Teams
Archer-Masters, Amy
 - 1:30 PM – 2:00 PM [JK-KB check in](#)
Microsoft Teams Meeting
Kinard, Jessica
 - ▨ 2:00 PM – 3:00 PM [Items for budget reviews](#)
Microsoft Teams Meeting
Owen, Christina
 - 4:30 PM – 5:00 PM [Pre-balancing convo: BDS](#)
Microsoft Teams Meeting
Ford, Jane Marie
-

▲ Wed, Feb 10

- ▨ 8:30 AM – 9:30 AM [call re: budget process items](#)
Microsoft Teams Meeting
Owen, Christina
 - 1:00 PM – 1:30 PM [Review consultation](#)
Microsoft Teams Meeting
Kinard, Jessica
 - ▨ 4:00 PM – 5:00 PM [Homeless Services Budget Check-In](#)
Microsoft Teams Meeting
Ford, Jane Marie
-

▲ Thu, Feb 11

- 9:00 AM – 9:30 AM [Check-in on PSH](#)
Microsoft Teams Meeting
Ford, Jane Marie
 - 10:30 AM – 12:00 PM [P&D Directors Monthly Meeting](#)
Durbin, Andrea
 - 1:00 PM – 2:00 PM [Council Follow-Up: Economic Survival/Stability/Recovery](#)
Branam, Kimberly
 - 2:00 PM – 2:30 PM [Tom/ Jessica Monthly Check-in](#)
Zoom
Rinehart, Tom
 - 2:30 PM – 3:00 PM [check in BDS and CBO](#)
Esau, Rebecca
 - 3:30 PM – 4:00 PM [PFMLA update](#)
Microsoft Teams Meeting
Kinard, Jessica
-

▲ Fri, Feb 12

- 9:00 AM – 10:00 AM [JK-JH Check In](#)
JK Office
Kinard, Jessica

- 10:30 AM – 11:00 AM [check in](#)
Microsoft Teams Meeting
Eden, Jess
 - 11:00 AM – 11:30 AM [Climate Budget Work Session planning](#)
Microsoft Teams Meeting
Kinard, Jessica
 - ▨ 3:00 PM – 4:00 PM [February Forecast Updates](#)
Microsoft Teams Meeting
Owen, Christina
-

▲ **Sat, Feb 13 – Sun, Feb 14**

▲ **Mon, Feb 15**

- All Day [Presidents' Day holiday](#)
Martin, Alexandra
-

▲ **Tue, Feb 16**

- ▨ 9:30 AM – 11:30 AM [BHR Executive Session w/ Mayor Wheeler and Commissioners](#)
Zoom info in appointment
Wheeler, Ted
 - ▨ 12:30 PM – 3:00 PM [Balancing Day 1](#)
Owen, Christina
 - ▨ 3:00 PM – 4:00 PM [Small bureau equity manager position](#)
Microsoft Teams Meeting
Martin, Alexandra
-

▲ **Wed, Feb 17**

- 9:00 AM – 12:00 PM [Balancing Day 1](#)
Owen, Christina
 - 12:00 PM – 12:30 PM [FW: BOLT Meeting](#)
Microsoft Teams Meeting
Merlo, Carmen
 - 1:00 PM – 4:00 PM [Balancing Day 2, Afternoon Session](#)
Owen, Christina
-

▲ **Thu, Feb 18**

- All Day [Draft Reviews to Peers \(as applicable\)](#)
Owen, Christina
 - 8:30 AM – 10:00 AM [Final Balancing Timeslot](#)
Owen, Christina
 - 11:00 AM – 11:30 AM [Admin meeting](#)
Microsoft Teams Meeting
Martin, Alexandra
 - 11:00 AM – 12:30 PM [Portland Utility Board - full Board meeting](#)
Zoom
Lindsay, Eliza
 - 3:00 PM – 3:30 PM [Performance Check In](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 4:30 PM – 5:00 PM [Final Balancing](#)
Zoom
Martin, Alexandra
 - 5:30 PM – 6:00 PM [CBO check-in](#)
Microsoft Teams Meeting
Shifley, Katie
-

▲ **Fri, Feb 19**

- 11:00 AM – 11:30 AM [Jessica Kinard Interim Director Budget Office - Check-In c-alexandra martin x-6925 \(NOTE New Time Adjustment\) Zoom Inc.](#)
Hardesty, Jo Ann
 - 1:00 PM – 1:30 PM [Spring BMP Check-In](#)
Microsoft Teams Meeting
Ford, Jane Marie
 - 2:00 PM – 2:30 PM [Budget/HR Check-In](#)
Lane, Anita
 - 2:30 PM – 3:00 PM [Cmr. Ryan & Director Kinard monthly check-in](#)
Microsoft Teams Meeting
Gadberry, Liz
 - 3:00 PM – 4:00 PM [Bi-Weekly meeting](#)
Microsoft Teams Meeting
Owen, Christina
 - 4:00 PM – 4:30 PM [RE: Ticket #416156](#)
Remote
Bisorca, Raul
-

▲ **Sat, Feb 20 – Sun, Feb 21**

▲ **Mon, Feb 22**

- All Day [Draft Review to AD](#)
Owen, Christina
- 8:30 AM – 9:30 AM [Council Budget Presentation planning](#)
Microsoft Teams Meeting
Kinard, Jessica
- 9:30 AM – 10:30 AM [Staff Meeting - moved to Monday mornings during February](#)
Microsoft Teams Meeting
Martin, Alexandra

- 1:00 PM – 1:30 PM [AM-JK check-in](#)
Microsoft Teams Meeting
Martin, Alexandra
-

▲ Tue, Feb 23

- 9:30 AM – 9:45 AM [Tom/ Jessica Check-in](#)
Zoom
Rinehart, Tom
 - 10:00 AM – 11:00 AM [Bobby Meeting w/ Director Jessica Kinard & City Budget Office Team](#)
Zoom
Blair, Aja
 - 11:00 AM – 11:30 AM [PUB staff check-in](#)
Phone/Teams
Archer-Masters, Amy
 - 11:30 AM – 12:00 PM [Tuesday Chiefs](#)
Microsoft Teams Meeting
Schmanski, Sonia
 - 12:30 PM – 1:00 PM [ECC-CBO check-in](#)
Microsoft Teams Meeting
Shifley, Katie
 - 1:00 PM – 2:00 PM [Equity Steering Meeting](#)
Microsoft Teams Meeting
Martin, Alexandra
 - 3:00 PM – 4:00 PM [PF&R/CBO](#)
Teams Meeting
Moore, Janice
-

▲ Wed, Feb 24

- 8:30 AM – 1:00 PM [Review reading](#)
- ▨ 12:00 PM – 12:30 PM [BOLT Meeting](#)
Microsoft Teams Meeting
Merlo, Carmen

- 1:00 PM – 2:00 PM [3/9 Budget work session prep](#)
Microsoft Teams Meeting
Wolf, Katy
 - 2:00 PM – 3:30 PM [Review reading](#)
 - 3:30 PM – 3:45 PM [Check-in](#)
Microsoft Teams Meeting
Imaralu, Douglas
-

▲ Thu, Feb 25

- All Day [Director Review Editing- complete by EOD 2/25](#)
Owen, Christina
 - 9:00 AM – 3:00 PM [Review reading](#)
 - ▨ 9:15 AM – 10:30 AM [Results Based Accountability for working with CBOs](#)
Microsoft Teams Meeting
Wolf, Katy
 - ▨ 4:30 PM – 5:00 PM [Review talking points](#)
Microsoft Teams Meeting
Ford, Jane Marie
-

▲ Fri, Feb 26

- All Day [Send drafts to bureaus for review](#)
Owen, Christina
- 9:00 AM – 10:00 AM [Budget presentation check in](#)
Microsoft Teams Meeting
Kinard, Jessica
- 9:00 AM – 10:00 AM [JK-JH Check In](#)
JK Office
Kinard, Jessica
- ▨ 10:00 AM – 11:30 AM [Briefings--practice dry run](#)
Microsoft Teams Meeting
Fairchild, Shannon

- ▨ 12:30 PM – 1:00 PM [YE Grants Interfund Loan](#)
Microsoft Teams Meeting
Ford, Jane Marie
 - 2:00 PM – 3:00 PM [Cannabis Revenue](#)
Taylor, Robert
 - 3:00 PM – 3:30 PM [Run through BDS talking points](#)
Microsoft Teams Meeting
Butel, Angela
-

▲ **Sat, Feb 27 – Sun, Feb 28**

March 2021

▲ **Mon, Mar 1**

- 9:00 AM – 9:30 AM [General Fund Check](#)
Microsoft Teams Meeting
Owen, Christina
 - ▨ 10:00 AM – 11:30 AM [CBO Reviews and recommendations- Commissioner Hardesty](#)
Owen, Christina
 - ▨ 10:00 AM – 11:30 AM [Hold- CBO Reviews walk-through Commissioner Hardesty](#)
Owen, Christina
 - ▨ 2:00 PM – 3:30 PM [Briefings--practice run part deux](#)
Microsoft Teams Meeting
Fairchild, Shannon
-

▲ **Tue, Mar 2**

- All Day [Reviews due back from bureaus](#)
Owen, Christina
 - 10:00 AM – 11:00 AM [MEET: Jessica Kinard | City Budget Office \(Bobby\)](#)
Zoom
Wheeler, Ted
 - 11:00 AM – 11:30 AM [Sonia/Bobby/Jessica - MO/Budget Office weekly meeting \(rescheduled\)](#)
Microsoft Teams Meeting
Martin, Alexandra
 - 12:30 PM – 2:00 PM [Meeting w/CBO re: submitted budgets from all bureaus teams](#)
Gadberry, Liz
 - 12:30 PM – 2:00 PM [Hold- CBO Review walkthrough Commissioner Ryan](#)
Owen, Christina
 - 3:30 PM – 4:45 PM [MEET: Jessica Kinard, City Budget Officer \(CBO\) Director \(Adriana\)](#)
Zoom details in invite; Passcode: CR2021!
Rubio, Carmen
 - 3:30 PM – 5:00 PM [CBO reviews and Recommendations- Commissioner Rubio](#)
Owen, Christina
 - 3:30 PM – 5:00 PM [Portland Utility Board - full board Meeting](#)
Zoom
Lindsay, Eliza
-

▲ **Wed, Mar 3**

- 9:00 AM – 9:30 AM [Admin meeting](#)
Microsoft Teams Meeting
Martin, Alexandra
- 9:30 AM – 10:30 AM [Laptop backup](#)
Remote
Bisorca, Raul
- 10:30 AM – 11:00 AM [ECC-CBO check-in](#)
Microsoft Teams Meeting
Shifley, Katie

- 11:00 AM – 11:30 AM [2pm ARP Meeting Prep](#)
Microsoft Teams Meeting
Kim, Giyen
 - 1:00 PM – 1:45 PM [Budget Office Recommendations Briefing](#)
Microsoft Teams Meeting
Martin, Alexandra
 - 2:00 PM – 3:00 PM [ARP resources and the Mayor's Proposed budget](#)
Microsoft Teams Meeting
Martin, Alexandra
-

▲ Thu, Mar 4

- All Day [CBO reviews released](#)
Owen, Christina
 - 8:00 AM – 8:45 AM [Finalize Exec Summary](#)
 - 9:00 AM – 10:00 AM [Finalize Exec Summary](#)
 - 10:00 AM – 11:00 AM [Finalize Council Budget Presentation materials and run-through](#)
Microsoft Teams Meeting
Kinard, Jessica
 - ▨ 10:30 AM – 11:30 AM [Thursday Chiefs](#)
Microsoft Teams Meeting
Schmanski, Sonia
 - 11:30 AM – 3:00 PM [Finalize work session materials](#)
 - ▨ 12:00 PM – 1:00 PM [Bureau Directors Monthly Meeting](#)
Zoom
Rinehart, Tom
 - 3:00 PM – 4:00 PM [Economic Relief & Stimulus Coordination Council Week 1 *Confirmed](#)
Zoom
Branam, Kimberly
 - 5:30 PM – 7:00 PM [Community Budget Advisor Budget Briefing](#)
Zoom
Martin, Alexandra
-

▲ **Fri, Mar 5**

- 8:00 AM – 9:00 AM [JOHS budget conversation](#)
Microsoft Teams Meeting
Schmanski, Sonia
 - 10:00 AM – 10:30 AM [Gun violence response resources](#)
Microsoft Teams Meeting
Schmanski, Sonia
 - 11:00 AM – 11:30 AM [Auditor's Office Budget Discussion](#)
Microsoft Teams Meeting
McNeal, Joshua
 - 11:30 AM – 12:00 PM [Rescheduled Performance Check-In](#)
Microsoft Teams Meeting
Butel, Angela
 - ▨ 1:00 PM – 1:30 PM [Check in with Adam re JOHS Requested Budget](#)
Ford, Jane Marie
 - 3:30 PM – 5:00 PM [Meeting: CBO budgeting](#)
Microsoft Teams Meeting
Mapps, Mingus
 - ▨ 3:30 PM – 5:00 PM [Hold- CBO review walk-through Commissioner Mapps](#)
Owen, Christina
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▲ **Sat, Mar 6 – Sun, Mar 7**

▲ **Mon, Mar 8**

- 9:00 AM – 10:00 AM [Staff Meeting](#)
Microsoft Teams Meeting
Martin, Alexandra
- 10:00 AM – 10:30 AM [Continuation of CBO review of submitted budgets meeting](#)
Microsoft Teams Meeting
Gadberry, Liz

- 10:30 AM – 11:00 AM [Sonia Schmanski/Bobby Lee/Jessica Kinard Weekly Meeting](#)
Teams
Martin, Alexandra
 - ▨ 11:30 AM – 12:00 PM [Admin meeting](#)
Microsoft Teams Meeting
Martin, Alexandra
 - ▨ 1:00 PM – 2:00 PM [Monthly Equity Topic](#)
Zoom meeting
Martin, Alexandra
 - 2:00 PM – 5:00 PM [Work Session presentation prep](#)
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▲ Tue, Mar 9

- 9:00 AM – 12:00 PM [WORK SESSION: FY 2021-22 Budget Development](#)
Zoom
Wheeler, Ted
 - ▨ 9:00 AM – 12:00 PM [FY 2021-22 Budget Work Session #1](#)
Zoom link included
Owen, Christina
 - 12:30 PM – 1:00 PM [RE: Ticket #416156](#)
Virtual Meeting
Bisorca, Raul
 - 1:00 PM – 1:30 PM [PUB check-in](#)
Microsoft Teams Meeting
Lindsay, Eliza
 - 2:00 PM – 2:30 PM [PPB gun violence](#)
Microsoft Teams Meeting
Shifley, Katie
 - 3:30 PM – 4:00 PM [ECC-CBO check-in](#)
Microsoft Teams Meeting
Shifley, Katie
-

▲ Wed, Mar 10

- 8:00 AM – 8:30 AM [Prep for City Council Budget Work Session](#)
Branam, Kimberly
 - 9:00 AM – 9:30 AM [Tom/ Jessica Monthly Check-in](#)
Zoom
Rinehart, Tom
 - 10:00 AM – 11:00 AM [TSCC Staff Meeting with City of Portland](#)
Betschart, Tunie
 - 12:00 PM – 12:30 PM [Accepted: RE: Ticket #416156](#)
Bisorca, Raul
 - 1:00 PM – 1:30 PM [Parks O&M](#)
Microsoft Teams Meeting
Shifley, Katie
 - 2:00 PM – 2:30 PM [Nathan and Jessica Introductions](#)
Leamy, Nathan
 - 3:15 PM – 3:30 PM [Jessica/Sonia check-in re: CAO community safety budget memo](#)
SS call JK
Schmanski, Sonia
 - 4:00 PM – 4:20 PM [Proposed PUB code changes](#)
Microsoft Teams Meeting
Lindsay, Eliza
 - 4:00 PM – 5:00 PM [Management check-in](#)
Microsoft Teams Meeting
Martin, Alexandra
-

▲ Thu, Mar 11

- All Day [BFM Open to bureaus for Spring BMP](#)
Rubin, Michelle
- 9:00 AM – 9:45 AM [Debrief re: Meeting and Recruitment](#)
Microsoft Teams Meeting
Archer-Masters, Amy
- 10:30 AM – 11:30 AM [P&D Directors Monthly Meeting](#)
Durbin, Andrea
- 12:00 PM – 1:30 PM [Economic Relief & Stimulus Coordination Council Week #2 *Confirmed](#)

Zoom
Branam, Kimberly

- 2:00 PM – 4:00 PM [WORK SESSION: FY 2021-22 Budget Development](#)
Zoom
Wheeler, Ted
 - ▨ 2:00 PM – 4:00 PM [FY 2021-22 Budget Work Session #2](#)
Zoom link included
Owen, Christina
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▲ **Fri, Mar 12**

- 10:00 AM – 10:30 AM [CS Recommendations and Mayor's Proposed Budget](#)
Zoom
Rinehart, Tom
 - 10:30 AM – 11:30 AM [E-Council Training Opportunity](#)
Microsoft Teams Meeting
Shiplot, Diana
 - 11:30 AM – 12:00 PM [Jessica Kinard laptop - audio check](#)
Zoom
Martin, Alexandra
 - ▨ 1:30 PM – 2:30 PM [Next steps - JOHS budget: priority services and outcomes for City JOHS investments in 21/22](#)
Microsoft Teams Meeting
Allen, Seraphie
 - ▨ 3:00 PM – 3:30 PM [Discuss Spring BMP Templates](#)
Microsoft Teams Meeting
Rubin, Michelle
 - ▨ 3:00 PM – 3:30 PM [ERSCC Convo](#)
Microsoft Teams Meeting
Kim, Giyen
 - ▨ 3:30 PM – 4:00 PM [Follow-up Commissioner Briefing- Housing](#)
Microsoft Teams Meeting
Owen, Christina
-

▲ **Sat, Mar 13 – Sun, Mar 14**

▲ **Mon, Mar 15**

- 1:00 PM – 1:30 PM [Exec Session - Quick Connect](#)
Microsoft Teams Meeting
Zito, Ronald
 - 2:00 PM – 3:00 PM [Economic Relief & Stimulus Coordination Council \(Additional Meeting to Week 3\)](#)
Zoom
Branam, Kimberly
 - 3:30 PM – 4:00 PM [Sonia Schmanski/Bobby Lee/Jessica Kinard Weekly Meeting](#)
Teams
Martin, Alexandra
-

▲ **Tue, Mar 16**

- 8:30 AM – 9:00 AM [Discussion - Workforce planning](#)
Microsoft Teams Meeting
Cole, Michelle
- 9:30 AM – 11:30 AM [BHR Executive Session w/ Mayor Wheeler and Commissioners](#)
Zoom
Wheeler, Ted
- 11:00 AM – 12:00 PM [Budget Check in](#)
Microsoft Teams Meeting
Johnson, Kristin
- 2:00 PM – 4:00 PM [WORK SESSION: FY 2021-22 Budget Development](#)
Virtual
Wheeler, Ted
- ▨ 2:00 PM – 4:00 PM [FY 2021-22 Budget Work Session #3](#)
Owen, Christina
- 4:15 PM – 5:00 PM [MEET: Gun Violence Proposal w/ Jessica Kinard | City Budget Office \(Sam A.\)](#)

Zoom
Wheeler, Ted

▲ **Wed, Mar 17**

- 8:30 AM – 9:00 AM [CBO/JOHS Check-in](#)
Brown, Adam
 - 8:30 AM – 9:00 AM [check in w Adam at JOHS](#)
 - 9:00 AM – 9:30 AM [Check-in to prep for PUB's Thursday meeting](#)
Microsoft Teams Meeting
Lindsay, Eliza
 - 10:00 AM – 10:30 AM [Check-in \(Jessica/Michelle\)](#)
Microsoft Teams Meeting
Kirby, Michelle
 - 10:30 AM – 11:30 AM [Prep for Mayor's briefing](#)
 - ▨ 12:00 PM – 12:30 PM [BOLT Meeting](#)
Microsoft Teams Meeting
Merlo, Carmen
 - 12:00 PM – 1:00 PM [Mayors Office Budget Briefing #1](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 2:00 PM – 3:00 PM [ARPA/Budget Coordination](#)
Microsoft Teams Meeting
Branam, Kimberly
 - 4:00 PM – 5:00 PM [Management check-in](#)
Microsoft Teams Meeting
Martin, Alexandra
-

▲ **Thu, Mar 18**

- 8:45 AM – 9:30 AM [MEET: Commissioner Ryan/Mayor Wheeler \(Bobby\)](#)
Zoom
Wheeler, Ted

- 10:00 AM – 10:30 AM [Spring BMP Template Walkthrough](#)
Microsoft Teams Meeting
Cheney, Robert
 - 11:00 AM – 12:30 PM [Portland Utility Board - full Board meeting](#)
Zoom
Lindsay, Eliza
 - 11:15 AM – 12:00 PM [MEET: Commissioner Mapps/Mayor \(Bobby\)](#)
Zoom
Wheeler, Ted
 - 1:30 PM – 4:30 PM [WORK SESSION: FY 2021-22 Budget Development](#)
Virtual
Wheeler, Ted
 - ▨ 1:30 PM – 4:30 PM [FY 2021-22 Budget Work Session #4](#)
Owen, Christina
 - 3:00 PM – 3:30 PM [Performance Check In](#)
Microsoft Teams Meeting
Kinard, Jessica
 - ▨ 4:00 PM – 4:30 PM [Directors 2x Weekly Check-in](#)
Zoom
Rinehart, Tom
-

▲ **Fri, Mar 19**

- 10:15 AM – 10:45 AM [Monthly Meeting: Chief Budget Office](#)
Microsoft Teams Meeting
Mapps, Mingus
- 11:00 AM – 11:30 AM [Jessica Kinard Interim Director Budget Office - Check-In](#)
Hardesty, Jo Ann
- 11:30 AM – 12:00 PM [Discuss City Priorities](#)
Microsoft Teams Meeting
Bless, Cathy
- 1:00 PM – 2:00 PM [Economic Relief & Stimulus Coordination Council Week #3 *Confirmed](#)
Zoom
Branam, Kimberly

- 2:00 PM – 3:30 PM [MEET: CBO | Budget Planning](#)
Microsoft Teams Meeting
Lee, Bobby
 - ▨ 2:00 PM – 3:30 PM [Mayor's Proposed Budget Meeting #3](#)
Owen, Christina
 - 3:30 PM – 4:15 PM [MEET: Commissioner Hardesty/Mayor](#)
Zoom
Wheeler, Ted
 - 4:30 PM – 5:15 PM [MEET: Commissioner Rubio & Mayor](#)
Zoom
Wheeler, Ted
-

▲ **Sat, Mar 20 – Sun, Mar 21**

▲ **Mon, Mar 22**

- 9:30 AM – 10:30 AM [Staff Meeting](#)
Microsoft Teams Meeting
Martin, Alexandra
 - 12:00 PM – 1:00 PM [Budget Overview Meeting with Unions](#)
Microsoft Teams Meeting
Bless, Cathy
 - 3:30 PM – 4:00 PM [Sonia Schmanski/Bobby Lee/Jessica Kinard Weekly Meeting](#)
Teams
Martin, Alexandra
 - 4:30 PM – 5:00 PM [MEET: Jessica Kinard, City Budget Office \(CBO\) Director, biweekly \(Adriana\)](#)
Rubio, Carmen
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▲ **Tue, Mar 23**

- 9:00 AM – 12:00 PM [WORK SESSION: FY 2021-22 Budget Development](#)
Zoom
Wheeler, Ted
 - ▨ 9:00 AM – 12:00 PM [FY 2021-22 Budget Work Session #5](#)
Owen, Christina
 - 1:00 PM – 3:00 PM [Mayor's Proposed Budget Meeting #4](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 3:00 PM – 3:30 PM [PF&R/CBO](#)
Teams Meeting
Moore, Janice
 - 3:30 PM – 4:00 PM [Budget Office/Civic Life - Stipend Policy](#)
Microsoft Teams Meeting
Martin, Alexandra
 - 4:30 PM – 5:00 PM [Management check-in](#)
Microsoft Teams Meeting
Martin, Alexandra
-

▲ **Wed, Mar 24**

▲ **Thu, Mar 25**

▲ **Fri, Mar 26**

▲ **Sat, Mar 27 – Sun, Mar 28**

▲ **Mon, Mar 29**

- 8:45 AM – 9:30 AM [Staff Meeting](#)
Microsoft Teams Meeting
Martin, Alexandra
 - 10:00 AM – 11:00 AM [Mayor's budget briefing #5](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 11:00 AM – 11:30 AM [Admin meeting](#)
Microsoft Teams Meeting
Martin, Alexandra
 - 11:30 AM – 1:00 PM [Economic Relief & Stimulus Coordinating Council](#)
Zoom
Branam, Kimberly
 - 2:00 PM – 2:30 PM [Transition from Restricted to Limited Access Worksession](#)
zoom - see details
Moyle, Geraldene
 - 2:30 PM – 3:30 PM [Spring BMP/Budget interaction](#)
Microsoft Teams Meeting
Owen, Christina
 - 3:30 PM – 4:00 PM [Sonia Schmanski/Bobby Lee/Jessica Kinard Weekly Meeting](#)
Teams
Martin, Alexandra
 - 6:00 PM – 8:00 PM [Community Listening Session - Housing and Homelessness](#)
-

▲ **Tue, Mar 30**

- All Day [Enter BMP Recs by EOD](#)
Rubin, Michelle
- 8:00 AM – 8:30 AM [FINAL PREP: ARP/Budget Work Session Presentation](#)
Microsoft Teams Meeting
Branam, Kimberly
- 9:30 AM – 11:30 AM [WORK SESSION: 2021-22 Proposed Budget Work Session](#)

Virtual
Wheeler, Ted

- 11:30 AM – 12:00 PM [TEAMS: Reimagine Oregon - Internal Briefing](#)
TEAMS Meeting in Invite
Diaz, Samuel
 - 1:00 PM – 1:30 PM [PUB staff check-in](#)
Phone/Teams
Archer-Masters, Amy
 - 2:00 PM – 2:30 PM [Homeless Service Items in Mayor's Proposed](#)
Microsoft Teams Meeting
Martin, Alexandra
-

▲ **Wed, Mar 31**

- 8:15 AM – 9:00 AM [Oregon Paid Family Medical Leave](#)
Microsoft Teams Meeting
Milligan, Anne
- 10:30 AM – 11:15 AM [Language Pay Differential Policy Implementation](#)
Microsoft Teams Meeting
Martin, Alexandra
- 12:30 PM – 1:30 PM [MEET: Jessica Kinard | City Budget Office \(Bobby/Sonia\)](#)
Zoom
Wheeler, Ted
- ▨ 12:30 PM – 1:30 PM [Mayor's Proposed Budget Meeting #6](#)
Zoom Link
Owen, Christina
- 2:00 PM – 5:00 PM [Spring BMP Balancing](#)
Microsoft Teams Meeting
Cheney, Robert
- ▨ 3:00 PM – 3:10 PM [Staffing discussion](#)
Microsoft Teams Meeting
Adams, Sam



4:30 PM – 5:00 PM [Executive Meeting](#)

Microsoft Teams Meeting
Bless, Cathy
