
Kinard, Jessica Calendar

Jessica.Kinard@portlandoregon.gov

Thursday, July 01, 2021 – Saturday, July 31, 2021

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

(Adjusted for Daylight Saving Time)

July 2021

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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

July 2021

▲ Thu, Jul 1

▲ Fri, Jul 2



All Day [Jessica Out](#)

▲ Sat, Jul 3 – Sun, Jul 4



All Day Free

▲ Mon, Jul 5



All Day [Independence Day \(observed\)](#)
Martin, Alexandra

▲ Tue, Jul 6



Before 8:00 AM Free



8:00 AM – 9:00 AM Free

- 9:00 AM – 9:30 AM [New E-Council Process](#)
Myhrum, Noah
 - 3:30 PM – 4:00 PM [Bobby Lee/Jessica Kinard Weekly Check-in](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 3:30 PM – 5:00 PM [Portland Utility Board - full board Meeting](#)
Zoom
Lindsay, Eliza
-

▲ **Wed, Jul 7**

- All Day [Certify your timesheet](#)
Martin, Alexandra
 - All Day [Power-On Wednesday](#)
Martin, Alexandra
 - 8:45 AM – 12:45 PM [Final round interviews](#)
zoom
Owen, Christina
 - 12:00 PM – 12:30 PM [BOLT Meeting](#)
Microsoft Teams Meeting
Merlo, Carmen
 - 1:00 PM – 1:45 PM [Performance Evaluation Drafting Session](#)
Blonsley, Hayley
 - 1:30 PM – 2:00 PM [Urban Renewal Areas/ Returning Resources, part 2](#)
Zoom
Rinehart, Tom
-

▲ **Thu, Jul 8**

- All Day [Jessica Vacation](#)
-

▲ **Fri, Jul 9**

- All Day [Jessica Vacation](#)
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▲ **Sat, Jul 10 – Sun, Jul 11**

- All Day [Jessica Vacation](#)
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▲ **Mon, Jul 12**

- All Day [Jessica Vacation](#)
-

▲ **Tue, Jul 13**

■ All Day [Jessica Vacation](#)

▲ **Wed, Jul 14**

■ All Day [Jessica Vacation](#)

▲ **Thu, Jul 15**

■ All Day [Jessica Vacation](#)

▲ **Fri, Jul 16**

■ All Day [Jessica Vacation](#)

- 11:00 AM – 11:30 AM [Jessica Kinard Director Budget Office - Check-In c-alexandra martin x-6925 \(NOTE New Time Adjustment\)-Zoom Inc.](#)
Hardesty, Jo Ann
 - ▨ 2:30 PM – 3:00 PM [Cmr. Ryan & Director Kinard monthly check-in](#)
Microsoft Teams Meeting
Gadberry, Liz
 - 3:30 PM – 4:00 PM [Monthly Meeting with Director Jessica Kinard-City Budget Office](#)
Microsoft Teams Meeting
Mapps, Mingus
-

▲ **Sat, Jul 17 – Sun, Jul 18**

■ All Day [Jessica Vacation](#)

▲ **Mon, Jul 19**

■ All Day [Jessica Vacation](#)

▲ **Tue, Jul 20**

- 9:30 AM – 11:30 AM [BHR Executive Session w/ Mayor Wheeler and Commissioners](#)
Virtual
Wheeler, Ted
- 11:30 AM – 11:45 AM [JOHS one-time funding check-in](#)
Microsoft Teams Meeting
Ford, Jane Marie
- 4:00 PM – 4:30 PM [Directors 2x Weekly Check-in](#)
Zoom
Rinehart, Tom

▲ **Wed, Jul 21**

- All Day [Certify your timesheet](#)
Martin, Alexandra
- All Day [Power-On Wednesday](#)
Martin, Alexandra
- 11:00 AM – 11:30 AM [Check in with Jessica](#)
Microsoft Teams Meeting
Imaralu, Douglas
- 1:00 PM – 1:30 PM [MEET: Jessica Kinard, Hayley Blonsley and Sara Morrissey check-in](#)
Zoom
Morrissey, Sara
- 3:00 PM – 3:40 PM [Senior Systems Analyst Interview](#)
Microsoft Teams Meeting
Kinard, Jessica

▲ **Thu, Jul 22**

- 11:00 AM – 11:15 AM [New Hire Qs](#)
Microsoft Teams Meeting
Kinard, Jessica
- 11:15 AM – 12:00 PM [JH-JK Check In](#)
Microsoft Teams Meeting
Kinard, Jessica
- 12:00 PM – 12:30 PM [E-Council Process Check In](#)
Microsoft Teams Meeting
Kinard, Jessica
- 2:30 PM – 3:00 PM [Budget/HR Check-In](#)
Lane, Anita
- 3:00 PM – 5:00 PM [P&D Directors Monthly Meeting \(in person -- no virtual connection\)](#)
421 SW 6th, Rooftop of PHB's building
Durbin, Andrea
- 4:00 PM – 4:30 PM [Canceled: Directors 2x Weekly Check-in](#)
Zoom
Rinehart, Tom
- 4:00 PM – 4:30 PM [Canceled: Directors 2X Weekly Check-in](#)
Canceled
Rinehart, Tom

▲ **Fri, Jul 23**

- 1:30 PM – 2:00 PM [MEET: ARPA Funding Timelines](#)
Zoom
Morrissey, Sara

▲ **Sat, Jul 24 – Sun, Jul 25**

All Day Free

▲ **Mon, Jul 26**

■ 4:30 PM – 5:00 PM [Bobby Lee/Jessica Kinard Weekly Check-in](#)
Microsoft Teams Meeting
Kinard, Jessica

▲ **Tue, Jul 27**

■ 11:00 AM – 11:30 AM [PUB staff check-in](#)
Phone/Teams
Archer-Masters, Amy

■ 1:30 PM – 2:00 PM [JOHS ARPA Check-In](#)
Microsoft Teams Meeting
Ford, Jane Marie

■ 4:00 PM – 4:30 PM [Directors 2x Weekly Check-in](#)
Zoom
Rinehart, Tom

▲ **Wed, Jul 28**

All Day [Power-On Wednesday](#)
Martin, Alexandra

■ 2:00 PM – 4:00 PM [ARP Allocation at Council](#)

▲ **Thu, Jul 29**

■ 9:00 AM – 9:30 AM [quick check-in on stipends](#)
Microsoft Teams Meeting
Lindsay, Eliza

■ 9:30 AM – 11:30 AM [Economic Recovery Task Force *Confirmed](#)
Zoom
Branam, Kimberly

■ 12:00 PM – 12:30 PM [MK-JK Check In](#)
Microsoft Teams Meeting
Kinard, Jessica

■ 2:30 PM – 3:00 PM [Prep](#)

■ 3:00 PM – 4:00 PM [Budget 201/Check In](#)
Microsoft Teams Meeting
Kinard, Jessica

■ 4:00 PM – 4:30 PM [Directors 2x Weekly Check-in](#)
Zoom
Rinehart, Tom

▲ **Fri, Jul 30**

All Day [P-card sign-off and allocation due last business day of the month](#)
Martin, Alexandra

9:00 AM – 9:30 AM [\[MK coordinating\] Adriana/Cynthia/Dir. Jessica Kinard, City Budget Office \(CBO\)](#)
Microsoft Teams Meeting
Pierce, Meeseon Kwon

■ 11:00 AM – 12:00 PM [MEET: Director Kinard, Dr. Dessou & Asena](#)
Lawrence, Asena

Kinard, Jessica Calendar

Jessica.Kinard@portlandoregon.gov

Sunday, August 01, 2021 – Tuesday, August 31, 2021

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

(Adjusted for Daylight Saving Time)

August 2021

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[29](#) [30](#) [31](#)

■ Busy

▨ Tentative

□ Free

■ Out of Office

▤ Working Elsewhere

□ Outside of Working Hours

August 2021

▲ Sun, Aug 1

□ All Day Free

▲ Mon, Aug 2

- 8:00 AM – 9:30 AM [Meet Josie](#)
 - 8:45 AM – 9:30 AM [Josie Chavez paperwork & onboarding](#)
CBO Offices
Kinard, Jessica
 - 10:30 AM – 11:30 AM [Josie onboarding](#)
 - 11:30 AM – 12:00 PM [Council COLA](#)
Taylor, Robert
 - 1:00 PM – 2:00 PM [KS-JK Check In](#)
Microsoft Teams Meeting
Kinard, Jessica
-

▲ Tue, Aug 3

- 11:00 AM – 12:00 PM [Stipends, PUB code/bylaws updates, PUB work session](#)
[Check-in - agenda details in the calendar invite](#)
Microsoft Teams Meeting
Lindsay, Eliza
 - 1:30 PM – 2:00 PM [ARPA Follow-Up](#)
Microsoft Teams Meeting
Ford, Jane Marie
 - 2:00 PM – 2:30 PM [Touch Base on Broadway Corridor IGA](#)
Microsoft Teams Meeting
Gierach, Matthew
 - 3:00 PM – 3:30 PM [IGAs for Broadway Corridor](#)
Microsoft Teams Meeting
Gierach, Matthew
 - 4:00 PM – 4:30 PM [Directors 2x Weekly Check-in](#)
Zoom
Rinehart, Tom
-

▲ Wed, Aug 4

- All Day [Certify your timesheet](#)
Martin, Alexandra
 - All Day [Power-On Wednesday](#)
Martin, Alexandra
 - 9:00 AM – 9:30 AM [Josie-Jessica Check-In](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 11:00 AM – 11:30 AM [Council Impact Statement Guidelines and Training Discussion](#)
Blonsley, Hayley
 - 1:00 PM – 2:00 PM [MEETING: DOJ Issues and City Budget](#)
Microsoft Teams Meeting
Brown, Heidi
-

▲ Thu, Aug 5

- 9:00 AM – 10:00 AM [CO/JK call](#)
Microsoft Teams Meeting
Owen, Christina
- 11:00 AM – 11:30 AM [Fall BMP Check-in](#)
Microsoft Teams Meeting
Rubin, Michelle
- 11:30 AM – 12:30 PM [Bureau Directors Monthly Meeting](#)
Zoom
Rinehart, Tom
- 1:00 PM – 1:30 PM [CBO-PPB Regular Check-In](#)
<https://zoom.us/j/93423772814?pwd=N090bCtLKzRyZkJU>
MU5yVzFydTR4UT09
Leamy, Nathan

- 2:00 PM – 3:00 PM [City Economist Recruitment Check-In](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 4:30 PM – 5:00 PM [Josie-Jessica Onboarding Check In](#)
Microsoft Teams Meeting
Kinard, Jessica
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▲ **Fri, Aug 6**

■ All Day [Jessica OUT](#)

▲ **Sat, Aug 7 – Sun, Aug 8**

□ All Day Free

▲ **Mon, Aug 9**

- 8:30 AM – 9:00 AM [Michelle/ Jessica Check-in](#)
Microsoft Teams Meeting
Kirby, Michelle
 - 9:30 AM – 10:30 AM [Canceled: CBO Staff Meeting](#)
Microsoft Teams Meeting
Chavez, Josie
 - 10:30 AM – 11:00 AM [Admin meeting](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 11:00 AM – 11:30 AM [Follow-up on Impact Statement changes](#)
Microsoft Teams Meeting
Levine, Ruth
 - 1:00 PM – 1:30 PM [Check-in Fall BMP Briefing Schedule](#)
Microsoft Teams Meeting
Rubin, Michelle
 - 2:00 PM – 2:50 PM [Rescue Plans Project Teams Kick-off Meeting \(alternate time\)](#)
Microsoft Teams Meeting
Schmanski, Sonia
 - 4:00 PM – 4:20 PM [JOHS/ Rescue Plan Discussion \(Tom/ Michelle/ Sonia/ Jessica/ Jane Marie/ Katie/ Sheila\)](#)
Zoom
Kirby, Michelle
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▲ **Tue, Aug 10**

- 8:00 AM – 5:00 PM [PF&R Sr Bus Ops Mgr Interviews](#)
Zoom
Moore, Janice

- 12:00 PM – 12:30 PM [PUB staff check-in](#)
Phone/Teams
Archer-Masters, Amy
 - 4:00 PM – 4:30 PM [Directors 2x Weekly Check-in](#)
Zoom
Rinehart, Tom
 - 4:30 PM – 5:00 PM [Josie-Jessica Onboarding Check In](#)
Microsoft Teams Meeting
Kinard, Jessica
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▲ Wed, Aug 11

- All Day [Power-On Wednesday](#)
Martin, Alexandra
 - 10:00 AM – 10:30 AM [Check in -KS to call JK](#)
Shifley, Katie
 - 1:00 PM – 1:50 PM [ARP Procurement Training/Q&A](#)
Microsoft Teams Meeting
Blade, Jeff
 - 3:00 PM – 4:00 PM [JOHS IGA - information sharing](#)
Microsoft Teams Meeting
Levine, Ruth
 - 4:00 PM – 5:00 PM [Budget Analyst Ops & Strategy](#)
Microsoft Teams Meeting
Kinard, Jessica
-

▲ Thu, Aug 12

- 9:00 AM – 9:30 AM [Jessica-Asena Check-In](#)
Microsoft Teams Meeting
Chavez, Josie
- 11:30 AM – 12:00 PM [City Economist interviewee check in](#)
Microsoft Teams Meeting
Kinard, Jessica
- 12:30 PM – 1:00 PM [Council Agenda Training](#)
Myhrum, Noah
- 1:00 PM – 2:00 PM [\[HOLD\] MEETING: DOJ Issues and City Budget](#)
Microsoft Teams Meeting
Brown, Heidi
- 2:00 PM – 2:30 PM [Tom/ Jessica Monthly Check-in](#)
Zoom
Rinehart, Tom
- 3:30 PM – 4:00 PM [monthly check-in](#)
Microsoft Teams Meeting
Lindsay, Eliza
- 4:30 PM – 5:00 PM [Josie-Jessica Onboarding Check In](#)
Microsoft Teams Meeting
Kinard, Jessica

▲ **Fri, Aug 13**

- 10:00 AM – 10:30 AM [Onboarding plan for Joshua](#)
Shifley, Katie
 - 11:00 AM – 12:00 PM [Fall BMP + BHR Work session](#)
Microsoft Teams Meeting
Bless, Cathy

 - 12:30 PM – 1:00 PM [DI-JK Check In](#)
Microsoft Teams Meeting
Kinard, Jessica

 - 2:00 PM – 2:30 PM [Budget/HR Check-In](#)
Lane, Anita
 - 2:30 PM – 3:00 PM [check in on work item](#)
Shifley, Katie

 - 3:30 PM – 4:00 PM [Ruth/Jessica check-in](#)
Microsoft Teams Meeting
Levine, Ruth
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▲ **Sat, Aug 14 – Sun, Aug 15**

- All Day Free**
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▲ **Mon, Aug 16**

- 9:30 AM – 10:00 AM [Budget Analyst Huddle](#)
Microsoft Teams Meeting
Kinard, Jessica
- 10:00 AM – 10:30 AM [CBO Staff Meeting](#)
Microsoft Teams Meeting
Chavez, Josie

- 11:00 AM – 11:30 AM [Meet & Greet with Budget Director Jessica Kinard](#)
Shifley, Katie

- 12:00 PM – 1:00 PM [Broadway Corridor](#)
Microsoft Teams Meeting
McCoppen, Allison

- 2:00 PM – 2:30 PM [Admin meeting](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 3:30 PM – 4:00 PM [Bobby Lee/Jessica Kinard Weekly Check-in](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 4:00 PM – 5:00 PM [BMP BMP BMP](#)
Microsoft Teams Meeting
Ford, Jane Marie
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▲ Tue, Aug 17

- 9:30 AM – 11:30 AM [BHR Executive Session w/ Mayor Wheeler and Commissioners](#)
Virtual
Wheeler, Ted
 - 11:30 AM – 12:00 PM [Prep for meeting with Comm Ryan](#)
 - 12:00 PM – 12:30 PM [Cmr. Ryan & Director Kinard monthly check-in](#)
Microsoft Teams Meeting
Gadberry, Liz
 - 3:00 PM – 4:00 PM [SME review training](#)
-

▲ Wed, Aug 18

- All Day [BFM Opens for Fall BMP](#)
Rubin, Michelle
- All Day [Certify your timesheet](#)
Martin, Alexandra
- All Day [Josh gets me master calendar for City economist](#)
- All Day [Power-On Wednesday](#)
Martin, Alexandra
- 9:00 AM – 9:30 AM [Josie-Jessica Onboarding Check In](#)
Microsoft Teams Meeting
Kinard, Jessica
- 1:30 PM – 2:00 PM [Quick check-in](#)
Microsoft Teams Meeting
Fairchild, Shannon

- 2:30 PM – 3:00 PM [CBO Stakeholder Survey check in](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 3:00 PM – 3:30 PM [City Economist Recruitment Check In](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 3:00 PM – 4:00 PM [JK/CO bi-weekly call](#)
Microsoft Teams Meeting
Owen, Christina
 - 4:00 PM – 5:00 PM [CBO Business Operations and Management](#)
Microsoft Teams Meeting
Kinard, Jessica
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▲ **Thu, Aug 19**

■ All Day [Jessica OUT](#)

▲ **Fri, Aug 20**

■ All Day [Jessica OUT](#)

▲ **Sat, Aug 21 – Sun, Aug 22**

□ All Day Free

▲ **Mon, Aug 23**

- 9:00 AM – 3:30 PM [City Economist Interview: Financial Manager/Leader Panel - zoom link included](#)
zoom link
Kinard, Jessica
 - 9:30 AM – 10:30 AM [CBO Staff Meeting](#)
Zoom meeting room
Chavez, Josie
 - 12:00 PM – 4:15 PM [City Economist Interviews: City Leadership Panel](#)
zoom link included
Kinard, Jessica
 - ▨ 1:00 PM – 3:00 PM [Hold Fall BMP Q+A Drop in Session](#)
Rubin, Michelle
 - 3:30 PM – 4:00 PM [Join Panel 1](#)
 - 3:55 PM – 4:15 PM [Join Panel 2](#)
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▲ **Tue, Aug 24**

- 9:30 AM – 10:00 AM [Michelle/ Jessica Check-in](#)
Microsoft Teams Meeting
Kirby, Michelle
 - 10:30 AM – 11:00 AM [MEET: Cmr. Rubio/Jessica Kinard, City Budget Office \(CBO\) Director, monthly \(Adriana\)](#)
Zoom link in invite
Rubio, Carmen
 - 11:00 AM – 12:00 PM [check-in: PUB code, stipends, PUB worksession](#)
Microsoft Teams Meeting
Lindsay, Eliza
 - 12:00 PM – 1:00 PM [CBO Stakeholder Survey Review](#)
Microsoft Teams Meeting
Imaralu, Douglas
 - 1:00 PM – 1:30 PM [Reenvisioning Council Impact Statements](#)
Blonsley, Hayley
 - ▨ 1:00 PM – 2:00 PM [Follow-up: Broadway Corridor](#)
Microsoft Teams Meeting
McCoppen, Allison
 - 2:00 PM – 2:30 PM [Send City Economist scores to HR](#)
 - 2:30 PM – 3:00 PM [Admin meeting](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 3:00 PM – 4:00 PM [PF&R/CBO](#)
Teams Meeting
Moore, Janice
 - 4:00 PM – 4:30 PM [Directors 2x Weekly Check-in](#)
Zoom
Rinehart, Tom
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▲ Wed, Aug 25

- All Day [Power-On Wednesday](#)
Martin, Alexandra
 - 1:00 PM – 1:30 PM [expenditure analysis check in](#)
Microsoft Teams Meeting
Shifley, Katie
 - 3:00 PM – 3:30 PM [Revenue loss methodology review](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 3:30 PM – 4:00 PM [Comm Engagement Analyst check in](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 4:00 PM – 5:00 PM [Budget Analyst Ops & Strategy](#)
Microsoft Teams Meeting
Kinard, Jessica
-

▲ Thu, Aug 26

- 9:00 AM – 9:30 AM [Jessica-Asena Check-In](#)
Microsoft Teams Meeting
Chavez, Josie
 - 10:30 AM – 11:00 AM [quick check in on revenue loss](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 12:00 PM – 1:00 PM [Review Council Agenda](#)
 - 1:15 PM – 1:45 PM [Bobby Lee/Jessica Kinard Weekly Check-in](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 4:00 PM – 4:30 PM [Directors 2x Weekly Check-in](#)
Zoom
Rinehart, Tom
 - 4:30 PM – 5:00 PM [Jessica Kinard and James Parker](#)
<https://us02web.zoom.us/j/82748735441?pwd=bDFNenVMRTNtSDJrQUxycXZmSDNDQT09>
jparker@onacc.org
 - After 5:00 PM Free**
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▲ **Fri, Aug 27**

- 11:00 AM – 11:30 AM [Meeting W/Director Kinard](#)
Microsoft Teams Meeting
Mapps, Mingus
- 12:30 PM – 1:00 PM [ARPA Round 2 allocation process discussion](#)
Microsoft Teams Meeting
Levine, Ruth
- 1:00 PM – 2:00 PM [CAL Targets Walk-Thru](#)
Microsoft Teams Meeting
Harwood, Josh
- ▨ 2:00 PM – 3:00 PM [Update O&M Budget Note](#)
Microsoft Teams Meeting
Miranda, Pauline

▲ **Sat, Aug 28 – Sun, Aug 29**

- All Day Free**
-

▲ **Mon, Aug 30**

- 8:00 AM – 8:30 AM [CBO/BHR check in](#)
Microsoft Teams Meeting
Grundy, Ashlie
- 9:30 AM – 10:30 AM [CBO Staff Meeting](#)
Zoom meeting room
Chavez, Josie
- 10:30 AM – 10:40 AM [Check in on Meet and Greet](#)
Microsoft Teams Meeting
Kinard, Jessica
- 11:00 AM – 3:00 PM [HOLD for City Economist Interviews](#)
zoom link to follow
Kinard, Jessica
- 12:00 PM – 3:00 PM [Virtual "Meet and Greet" with City Economist Candidates](#)
zoom link in invite
Kinard, Jessica
- 3:30 PM – 4:00 PM [Bobby Lee/Jessica Kinard Weekly Check-in](#)
Microsoft Teams Meeting
Kinard, Jessica
- 4:00 PM – 5:00 PM [Hiring panel work](#)

▲ **Tue, Aug 31**

- All Day [P-card sign-off and allocation due last business day of the month](#)
Martin, Alexandra
 - 9:00 AM – 11:00 AM [Hiring panel work](#)
 - 12:30 PM – 1:00 PM [Admin meeting](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 4:00 PM – 4:30 PM [Directors 2x Weekly Check-in](#)
Zoom
Rinehart, Tom
-

Kinard, Jessica Calendar

Jessica.Kinard@portlandoregon.gov

Wednesday, September 01, 2021 – Thursday, September 30, 2021

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

(Adjusted for Daylight Saving Time)

September 2021

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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

September 2021

▲ Wed, Sep 1

- All Day [Certify your timesheet](#)
Martin, Alexandra
- All Day [Power-On Wednesday](#)
Martin, Alexandra
- 9:10 AM – 9:30 AM [Vaccine policy huddle](#)
Microsoft Teams Meeting
Kinard, Jessica
- 10:00 AM – 10:30 AM [Exit Interview](#)
Microsoft Teams Meeting
Kinard, Jessica
- 11:30 AM – 12:00 PM [Risk Claim Cost Sharing](#)
Microsoft Teams Meeting
Hajiyev, Elshad
- 1:00 PM – 2:00 PM [Josh assignment/materials close out](#)
Microsoft Teams Meeting
Kinard, Jessica

- 3:00 PM – 3:45 PM [JK/CO bi-weekly call](#)
Microsoft Teams Meeting
Owen, Christina
 - 4:00 PM – 5:00 PM [CBO Business Operations and Management](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 5:00 PM – 5:30 PM [Certify Timesheet](#)
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▲ Thu, Sep 2

- 9:00 AM – 9:30 AM [Check in on J.Martin project transition](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 9:30 AM – 10:00 AM [SF-JK check-in](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 11:30 AM – 12:00 PM [Revisit legal reserve recommendation](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 12:00 PM – 1:00 PM [Bureau Directors Monthly Meeting](#)
Zoom
Rinehart, Tom
 - 12:15 PM – 4:50 PM [Hold for Community Engagement & Communications Interview Panel](#)
Ford, Jane Marie
 - 1:00 PM – 2:00 PM [Review Council Agenda](#)
 - 2:00 PM – 3:00 PM [Budget path - deep dive](#)
Microsoft Teams Meeting
Owen, Christina
 - 3:00 PM – 3:30 PM [CBO-PPB Regular Check-In](#)
<https://zoom.us/j/93423772814?pwd=N090bCtLkzRyZkJU MU5yVzFydTR4UT09>
Leamy, Nathan
 - 3:30 PM – 4:00 PM [monthly check-in](#)
Microsoft Teams Meeting
Lindsay, Eliza
 - 4:10 PM – 4:30 PM [Check in on expenditure analysis](#)
Microsoft Teams Meeting
Kinard, Jessica
 - ▨ 4:30 PM – 5:00 PM [BMP - DOJ Check In](#)
Taylor, Robert
-

▲ Fri, Sep 3

- 9:00 AM – 9:30 AM [GF allocation info](#)
Microsoft Teams Meeting
Shifley, Katie
 - 10:00 AM – 10:30 AM [Comm Engagement Analyst Check In](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 2:00 PM – 2:30 PM [Budget/HR Check-In](#)
Lane, Anita
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▲ **Sat, Sep 4 – Sun, Sep 5**

All Day Free

▲ **Mon, Sep 6**

▲ **Tue, Sep 7**

- 10:30 AM – 11:00 AM [CBO Staff Meeting](#)
Zoom meeting room
Chavez, Josie
 - 11:00 AM – 11:30 AM [PUB staff check-in](#)
Phone/Teams
Archer-Masters, Amy
 - 11:30 AM – 12:00 PM [Jessica Kinard/Andrea Durbin Check In](#)
Durbin, Andrea
 - 12:00 PM – 12:30 PM [Exit Interview](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 12:30 PM – 1:00 PM [Opioid Abatement - City Accountability Mechanisms](#)
Microsoft Teams Meeting
Sheffield, Naomi
 - 1:00 PM – 3:30 PM [Procs](#)
 - 4:00 PM – 4:30 PM [Directors 2x Weekly Check-in](#)
Zoom
Rinehart, Tom
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▲ **Wed, Sep 8**

- All Day [Power-On Wednesday](#)
Martin, Alexandra
- 9:10 AM – 9:30 AM [Extended Huddle to go over Tech Checks](#)
Rubin, Michelle
- 10:00 AM – 10:30 AM [Leadership-Joshua Check In](#)
Microsoft Teams Meeting
Kinard, Jessica
- 1:00 PM – 2:00 PM [Call for Federal Issues meeting](#)
Microsoft Teams Meeting
Chavez, Josie
- 1:00 PM – 2:00 PM [Call for Federal Issues meeting](#)
Microsoft Teams Meeting
Chavez, Josie
- 2:00 PM – 2:30 PM [Michelle/ Jessica Check-in](#)
Microsoft Teams Meeting
Kirby, Michelle
- 3:45 PM – 4:00 PM [Fall BMP timeline...](#)
Microsoft Teams Meeting
Ford, Jane Marie
- 4:00 PM – 4:30 PM [MEET: Fall BMP Discussion w/ Mayor's Leadership](#)
Microsoft Teams Meeting
Morrissey, Sara
- 4:00 PM – 5:00 PM [Budget Analyst Ops & Strategy](#)
Microsoft Teams Meeting
Kinard, Jessica

▲ **Thu, Sep 9**

- All Day [Fall BMP Submissions due by EOD](#)
Rubin, Michelle
- 8:00 AM – 9:00 AM [G+N Drop Off](#)
- 9:00 AM – 9:30 AM [Jessica-Asena Check-In](#)
Microsoft Teams Meeting
Chavez, Josie
- 10:30 AM – 11:30 AM [Review Council Agenda](#)
- 10:30 AM – 12:00 PM [P&D Directors Monthly Meeting](#)
<https://zoom.us/j/92945973733?pwd=REhrZ1IEYm9BUGxpQnJQYINVN1yUT09>
Durbin, Andrea

- 1:00 PM – 1:30 PM [Successfactors discussion](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 2:00 PM – 2:30 PM [Tom/ Jessica Monthly Check-in](#)
Zoom
Rinehart, Tom
 - 4:00 PM – 4:30 PM [Directors 2x Weekly Check-in](#)
Zoom
Rinehart, Tom
-

▲ **Fri, Sep 10**

- 9:30 AM – 10:00 AM [MEET: Round 2 ARPA Funds](#)
Zoom info in appointment
Lee, Bobby
- 10:00 AM – 10:30 AM [Bobby Lee/Jessica Kinard Weekly Check-in](#)
Microsoft Teams Meeting
Kinard, Jessica
- 10:30 AM – 1:30 PM [HOLD for Comm Engagement Analyst final round interview](#)
Microsoft Teams Meeting
Kinard, Jessica
- 1:30 PM – 2:30 PM [AT Office Fall BMP](#)
Myhrum, Noah
- ▨ 2:30 PM – 3:00 PM [Fall BMP Follow Up](#)
Blonsley, Hayley



▲ **Sat, Sep 11 – Sun, Sep 12**

All Day Free

▲ **Mon, Sep 13**

- 9:30 AM – 10:30 AM [CBO Staff Meeting](#)
Zoom meeting room
Chavez, Josie
- 10:30 AM – 11:00 AM [Admin meeting](#)
Microsoft Teams Meeting
Kinard, Jessica
- 11:00 AM – 11:40 AM [CBO/Rescue Plan check-in - Round 2](#)
Microsoft Teams Meeting
Schmanski, Sonia

- 11:45 AM – 12:30 PM [BOEC Discussion](#)
Myhrum, Noah
 - 12:30 PM – 1:00 PM [Jessica-Josh Check In](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 1:45 PM – 2:45 PM [Management Team Meeting on Priorities w/ Mayor](#)
Zoom info in appointment
Wheeler, Ted
 - 3:30 PM – 4:00 PM [Bobby Lee/Jessica Kinard Weekly Check-in](#)
Microsoft Teams Meeting
Kinard, Jessica
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▲ **Tue, Sep 14**

- 9:30 AM – 10:00 AM [Admin Check-In](#)
Microsoft Teams Meeting
Chavez, Josie
 - 12:00 PM – 12:20 PM [Mayor's All Staff Meeting - Fall BMP updates](#)
Zoom
Blair, Aja
 - 2:00 PM – 2:30 PM [Chief Procurement Officer/City Budget Office Director Meeting](#)
Microsoft Teams Meeting
Taylor, Biko
 - 2:30 PM – 3:30 PM [Commissioner Mapps at PUB meeting and as needed code/stipends updates](#)
Microsoft Teams Meeting
Lindsay, Eliza
 - 4:00 PM – 4:30 PM [Directors 2x Weekly Check-in](#)
Zoom
Rinehart, Tom
-

▲ **Wed, Sep 15**

- All Day [Certify your timesheet](#)
Martin, Alexandra
- All Day [Power-On Wednesday](#)
Martin, Alexandra

- 10:30 AM – 11:30 AM [Ending Fund Balance discussion](#)
Microsoft Teams Meeting
Ford, Jane Marie
 - ▨ 12:30 PM – 1:00 PM [Quick check-in on one-time list](#)
Microsoft Teams Meeting
Levine, Ruth
 - 1:30 PM – 2:00 PM [MEET: ARPA Round 2 Allocation Planning](#)
Microsoft Teams Meeting
Morrissey, Sara
 - 3:30 PM – 4:00 PM [Jessica-Josh Check In](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 4:00 PM – 5:00 PM [CBO Business Operations and Management](#)
Microsoft Teams Meeting
Kinard, Jessica
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▲ Thu, Sep 16

- 8:30 AM – 10:00 AM [Meet Peter at the Portland Building - initial onboarding](#)
Portland Building
Kinard, Jessica
 - 9:00 AM – 9:30 AM [City Economist Set-Up](#)
Portland Building, 10th floor
Kinard, Jessica
 - 9:30 AM – 12:00 PM [City Economist Initial Onboarding](#)
Portland Building, 10th floor
Kinard, Jessica
 - 10:30 AM – 11:30 AM [Review Council Agenda](#)
 - ▨ 11:00 AM – 12:30 PM [Portland Utility Board - full Board meeting](#)
Zoom
Lindsay, Eliza
 - 1:00 PM – 4:00 PM [Peter Onboarding](#)
 - ▨ 1:30 PM – 1:50 PM [BFM Tip](#)
Microsoft Teams Meeting
Cheney, Robert
 - 4:00 PM – 4:30 PM [Directors 2x Weekly Check-in](#)
Zoom
Rinehart, Tom
 - 4:30 PM – 5:00 PM [Monthly Meeting with Budget Office](#)
Microsoft Teams Meeting
Mapps, Mingus
-

▲ **Fri, Sep 17**

- 9:00 AM – 10:00 AM [JK/CO bi-weekly call](#)
Microsoft Teams Meeting
Owen, Christina
 - 11:00 AM – 11:30 AM [Jessica Kinard Director 1 City Budget Office - Check-In c-Josie Chavez #503 865-6267 \(NOTE New Time Adjustment\) Zoom Inc.](#)
Hardesty, Jo Ann
 - 11:30 AM – 12:00 PM [Brief on OMF Fall BMP requests](#)
Microsoft Teams Meeting
Fairchild, Shannon
 - 1:00 PM – 1:30 PM [Check in on Future Planning](#)
Microsoft Teams Meeting
Oppenheim, Shoshanah
 - 2:00 PM – 2:30 PM [Budget/HR Check-In](#)
Lane, Anita
 - ▨ 2:00 PM – 3:30 PM [Economic Recovery Task Force *Confirmed](#)
Zoom
Branam, Kimberly
 - 3:30 PM – 4:00 PM [Jessica/Ning chat](#)
Microsoft Teams Meeting
Jiang, Ning
-

▲ **Sat, Sep 18 – Sun, Sep 19**

All Day Free

▲ **Mon, Sep 20**

- All Day [Analysts enter recommendations in BFM by EOD](#)
Rubin, Michelle
- 9:30 AM – 10:30 AM [CBO Staff Meeting](#)
Zoom meeting room
Chavez, Josie
- 10:30 AM – 11:00 AM [Admin meeting](#)
Microsoft Teams Meeting
Kinard, Jessica
- 11:00 AM – 11:15 AM [Ending Balance calc check in](#)
Microsoft Teams Meeting
Kinard, Jessica
- 11:30 AM – 12:15 PM [EFB Check-in Part 2](#)
Microsoft Teams Meeting
Rubin, Michelle

- 12:30 PM – 1:00 PM [Jessica-Josh Check In](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 3:00 PM – 3:30 PM [Check-in on one-time add list](#)
Microsoft Teams Meeting
Levine, Ruth
 - 3:30 PM – 4:00 PM [Bobby Lee/Jessica Kinard Weekly Check-in](#)
Microsoft Teams Meeting
Kinard, Jessica
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▲ Tue, Sep 21

- 9:00 AM – 9:30 AM [BRFS/CBO Check-in](#)
Microsoft Teams Meeting
Kirby, Michelle
 - 9:30 AM – 11:30 AM [BHR Executive Session w/ Mayor Wheeler and Commissioners](#)
Virtual
Wheeler, Ted
 - 11:30 AM – 12:00 PM [PUB staff check-in](#)
Phone/Teams
Archer-Masters, Amy
 - 12:00 PM – 12:30 PM [Cmr. Ryan & Director Kinard monthly check-in](#)
Microsoft Teams Meeting
Gadberry, Liz
 - 12:30 PM – 1:00 PM [AT Fall BMP-DOJ](#)
Myhrum, Noah
 - 1:00 PM – 5:00 PM [HOLD Fall BMP balancing](#)
Microsoft Teams Meeting
Rubin, Michelle
 - ▨ 1:30 PM – 2:00 PM [AP Invoice Entry](#)
Microsoft Teams Meeting
Molgaard, Michelle
 - 4:00 PM – 4:30 PM [Directors 2x Weekly Check-in](#)
Zoom
Rinehart, Tom
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▲ Wed, Sep 22

- All Day [Power-On Wednesday](#)
Martin, Alexandra
- ▨ 10:00 AM – 10:30 AM [Getting Budget Numbers/Data](#)
Microsoft Teams Meeting
Cheney, Robert
- ▨ 11:00 AM – 11:30 AM [Check-in](#)
Microsoft Teams Meeting
Imaralu, Douglas

- 11:40 AM – 12:00 PM [Budgeting 'sub-family' check in](#)
Microsoft Teams Meeting
Kinard, Jessica
- 12:30 PM – 1:00 PM [Jessica-Josh Check In](#)
Microsoft Teams Meeting
Kinard, Jessica
- 1:00 PM – 1:20 PM [Check in on Mayor's BMP Requests](#)
Microsoft Teams Meeting
Kinard, Jessica
- 4:00 PM – 4:30 PM [Budget Analyst Ops & Strategy](#)
Microsoft Teams Meeting
Kinard, Jessica
- 4:30 PM – 5:00 PM [MEET: Director Kinard | CBO - Fall BMP update](#)
Virtual
Wheeler, Ted

▲ **Thu, Sep 23**

■ All Day [Jessica Out](#)

▲ **Fri, Sep 24**

■ All Day [Jessica Out](#)

▲ **Sat, Sep 25 – Sun, Sep 26**

□ All Day **Free**

▲ **Mon, Sep 27**

- All Day [GF DP Analysis Draft due to peer review by EOD](#)
Rubin, Michelle
- 9:30 AM – 10:30 AM [CBO Staff Meeting](#)
Zoom meeting room
Chavez, Josie
- 10:30 AM – 11:00 AM [Admin meeting](#)
Microsoft Teams Meeting
Kinard, Jessica
- 12:30 PM – 1:00 PM [Jessica-Josh Check In](#)
Microsoft Teams Meeting
Kinard, Jessica

- 1:45 PM – 2:45 PM [MEET: Management Team - Priorities](#)
Zoom info in appointment
Wheeler, Ted
 - 3:30 PM – 4:00 PM [Bobby Lee/Jessica Kinard Weekly Check-in](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 4:15 PM – 4:30 PM [Quick chat](#)
Jiang, Ning
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▲ **Tue, Sep 28**

- 8:45 AM – 9:15 AM [Tues/Wed/Thursday Huddles](#)
Chavez, Josie
 - 9:00 AM – 9:50 AM [Potential CBO recommendation for general fund policy set-aside for levee-related uses](#)
Microsoft Teams Meeting
Jordan, Michael
 - 11:00 AM – 12:00 PM [Tuesday Chiefs](#)
Blonsley, Hayley
 - 12:30 PM – 1:00 PM [Success factors Evaluation meeting](#)
Microsoft Teams Meeting
Chavez, Josie
 - 1:30 PM – 2:00 PM [Check In](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 2:30 PM – 3:00 PM [Pay Equity Check-in](#)
Microsoft Teams Meeting
Warren, Tracy
 - ▨ 3:00 PM – 3:45 PM [Council Briefing \(Ness\)](#)
Zoom info in appointment
Wheeler, Ted
 - 3:00 PM – 4:30 PM [Canceled: Full CAMG Quarterly Meeting](#)
Microsoft Teams Meeting
Silkie, Chris
 - ▨ 3:15 PM – 4:00 PM [PF&R/CBO](#)
Teams Meeting
Moore, Janice
 - 4:00 PM – 4:30 PM [Directors 2x Weekly Check-in](#)
Zoom
Rinehart, Tom
 - 4:45 PM – 5:00 PM [Check-in](#)
Microsoft Teams Meeting
Kinard, Jessica
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▲ **Wed, Sep 29**

- All Day [Certify your timesheet](#)
Martin, Alexandra
 - All Day [Power-On Wednesday](#)
Martin, Alexandra
 - 8:30 AM – 10:00 AM [MEET: PSR Expansion Fast Track Assistance](#)
Microsoft Teams Meeting
Adams, Sam
 - 8:45 AM – 9:15 AM [Tues/Wed/Thursday Huddles](#)
Chavez, Josie
 - 12:30 PM – 1:00 PM [EXECUTIVE SESSION: Labor Related Issues](#)
Virtual
Wheeler, Ted
 - 1:30 PM – 2:00 PM [Check in](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 4:00 PM – 5:00 PM [CBO Business Operations and Management](#)
Microsoft Teams Meeting
Kinard, Jessica
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▲ **Thu, Sep 30**

- All Day [P-card sign-off and allocation due last business day of the month](#)
Martin, Alexandra
- 8:45 AM – 9:15 AM [Tues/Wed/Thursday Huddles](#)
Chavez, Josie
- 9:30 AM – 10:00 AM [quick call re: outstanding items](#)
Microsoft Teams Meeting
Owen, Christina
- 10:30 AM – 11:30 AM [Review Council Agenda](#)
- 11:35 AM – 11:55 AM [Check In](#)
Microsoft Teams Meeting
Kinard, Jessica
- 1:00 PM – 1:30 PM [Conversation re: adding CBO recs](#)
Microsoft Teams Meeting
Rubin, Michelle

- 1:30 PM – 2:00 PM [Round 2 ARPA allocation process](#)
Microsoft Teams Meeting
Levine, Ruth
- 2:00 PM – 4:00 PM [WORK SESSION: BHR Strategic Plan](#)
Zoom info in appointment
Wheeler, Ted
- 4:00 PM – 4:30 PM [Directors 2x Weekly Check-in](#)
Zoom
Rinehart, Tom