

**FIRE CHIEF SARA BOONE CALENDAR**  
November 1, 2020 – November 30, 2020

▲ **Mon, Nov 2**

- 9:00 AM – 9:30 AM Love PDX
  - 3:00 PM – 4:00 PM Regional Partners Election Demonstration Planning Meetings
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▲ **Tue, Nov 3**

- 8:00 AM – 9:30 AM Leadership Team
  - 12:00 PM – 1:00 PM Lunch w/ Station 21
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▲ **Wed, Nov 4**

- 9:00 AM – 12:00 PM Core Leadership
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▲ **Thu, Nov 5**

- 10:00 AM – 10:30 AM Weekly Coordination Calls Commissioner Hardesty, PBEM Director, BOEC Director
  - 12:00 PM – 1:00 PM Bureau Directors Monthly Meeting
  - 1:15 PM – 1:45 PM Commissioner Hardesty
  - 3:00 PM – 3:30 PM City's Chief Administrative Officer
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▲ **Fri, Nov 6**

- All Day OFF FRIDAYS
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▲ **Mon, Nov 9**

- All Day No reportable meetings scheduled
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▲ **Tue, Nov 10**

- 8:00 AM – 9:30 AM Leadership Team
  - 11:00 AM – 12:00 PM Rose King
  - 1:00 PM – 5:00 PM Management Leave
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▲ **Wed, Nov 11**

■ All Day Holiday

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▲ **Thu, Nov 12**

- 1:15 PM – 1:45 PM Weekly Coordination Calls Commissioner Hardesty, PBEM Director, BOEC Director
  - 3:00 PM – 4:00 PM Theodore Miller, Equity & Results
  - 4:00 PM – 4:30 PM City Bureau Directors Check-in
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▲ **Fri, Nov 13**

- All Day OFF FRIDAYS
  - 10:30 AM – 11:00 AM Portland Fire Fighters Association/Human Resources
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▲ **Mon, Nov 16**

- 10:00 AM – 11:00 AM Portland Electrification Discussion
  - 2:30 PM – 3:00 PM Human Resources Director
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▲ **Tue, Nov 17**

- 8:00 AM – 9:30 AM Leadership Team
  - 10:00 AM – 12:00 PM Labor-Management Meeting
  - 11:00 AM – 11:30 AM Oregon State Fire Marshals Conference Call
  - 4:00 PM – 4:30 PM City Attorney
  - 4:00 PM – 4:30 PM City Bureau Directors Check-in
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▲ **Wed, Nov 18**

- 7:30 AM – 8:15 AM Portland Fire Fighters Association/Human Resources/City Attorney
  - 8:00 AM – 9:30 AM Core Leadership
  - 1:00 PM – 2:30 PM Core Leadership/City Attorney
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▲ **Thu, Nov 19**

- 10:00 AM – 12:00 PM RBA 2020 Cohort Session 7
  - 1:15 PM – 1:45 PM Commissioner Hardesty
  - 2:30 PM – 3:30 PM Human Resources Business Partner
  - 4:00 PM – 4:30 PM City Bureau Directors Check-in
  - 4:30 PM – 5:30 PM City Attorney
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▲ **Fri, Nov 20**

- All Day OFF FRIDAYS
  - 4:00 PM – 4:30 PM PBEM Director
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▲ **Sun, Nov 22**

- 12:15 PM – 1:30 PM Rose King
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▲ **Mon, Nov 23**

- All Day Emergency Coordination Center
  - 7:30 AM – 8:30 AM COVID Staffing Discussion
  - 8:30 AM – 9:00 AM ECC Leadership Briefing
  - 9:00 AM – 9:15 AM ECC All Staff Briefing
  - 9:15 AM – 10:00 AM Command & General Staff Briefing
  - 10:00 AM – 10:30 AM Twice-weekly Coordination check-in
  - 10:30 AM – 10:45 AM Volunteer appreciation for tribal distribution
  - 11:00 AM – 11:30 AM Resource Unit Check In
  - 3:00 PM – 4:00 PM Portland Fire Fighters Association/Human Resources
  - 5:00 PM – 6:00 PM Multnomah County COVID-19 Session
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▲ **Tue, Nov 24**

- All Day Emergency Coordination Center
- 8:00 AM – 9:30 AM Leadership Team
- 8:00 AM – 10:00 AM City Attorney/Human Resources
- 9:00 AM – 9:15 AM ECC All Staff Briefing
- 10:00 AM – 10:30 AM Planning Meeting
- 11:00 AM – 12:00 PM Rose King
- 2:00 PM – 2:30 PM Twice-weekly Logistics check-in

- 3:00 PM – 4:00 PM PF&R/CBO
  - 3:00 PM – 4:00 PM PFR/CBO
  - 3:15 PM – 4:00 PM Command – Planning Chief – Forward Planning Daily Check-In
  - 4:30 PM – 5:00 PM ZOOM: Mental Health Support
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▲ **Wed, Nov 25**

- All Day Emergency Coordination Center
  - 8:00 AM – 9:30 AM Core Leadership
  - 9:00 AM – 9:15 AM ECC All Staff Briefing
  - 9:15 AM – 10:00 AM Command & General Staff Briefing
  - 10:00 AM – 10:30 AM Twice-weekly Coordination check-in
  - 11:00 AM – 11:30 AM Weekly Finance check-in
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▲ **Thu, Nov 26**

- All Day Holiday
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▲ **Fri, Nov 27**

- All Day Holiday
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▲ **Mon, Nov 30**

- 8:00 AM – 8:45 AM COVID Quarantine Briefing
  - 9:00 AM – 3:00 PM Fire Fighter Interviews
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