

Koffi Dessou Calendar - October 2018

Mon, Oct 1

11:00 AM – 12:00 PM BMA Check In, OEHR, Robbins, CJ
12:00 PM – 1:00 PM Lunch & Learn on Hate Incident reporting, City Hall

Tue, Oct 2

10:00 AM – 10:30 AM Office of Equity HR Discussions, Anita Lane, Koffi's Office
10:30 AM – 11:30 AM Report Roll out, Koffi and Mowry, Judith
1:00 PM – 2:00 PM Executive Equity Committee Quarterly Meeting, City Hall
3:00 PM – 4:00 PM Check-in Director Koffi Dessou/Comm. Fritz (Claire)

Wed, Oct 3

10:00 AM – 11:00 AM Check-in Koffi and Mychal Tetteh (PBOT)
1:00 PM – 2:00 PM Civil Rights Program Goals and needs Koffi and Mowry, Judith
4:30 PM – 7:00 PM HRC full commission mtg., Bridge/Steele conference rooms

Thu, Oct 4

9:00 AM – 10:30 AM Bureau Directors Meeting, City Hall
11:30 AM – 12:00 PM Project Search Intern Training Discussion-Koffi and Harrison, Monique
2:00 PM – 3:00 PM Final Project meeting, Koffi and Mowry, Judith
4:30 PM – 7:00 PM Farewell to Susan Anderson, BPS Director, Ecotrust - 721 NW 9th Ave Portland
5:30 PM – 8:30 PM Oregon Native American Chamber 14th Annual Gathering: "Building Foundations, Building Community" 123 NE 3rd Ave Portland, OR 97232

Fri, Oct 5

12:00 PM – 1:30 PM CAAN Always Eat Together, Congress Center
3:00 PM – 5:00 PM Committee Meeting: Community Health Worker Program, IRCO Africa House
5:00 PM – 8:00 PM Familia en Accion: NW Natural - 220 Northwest 2nd Avenue, Portland OR 97209

Mon, Oct 8

All Day Columbus Day, United States
11:00 AM – 12:00 PM BMA Check In, OEHR, Robbins, CJ
1:30 PM – 2:30 PM New Councilor Briefing Booklet, Koffi's Office, Foster, Kapuanani

Tue, Oct 9

10:00 AM – 11:00 AM Special Equity 101 Training Design for BHR Dessou, Koffi
11:00 AM – 12:00 PM Prequalification Board Meeting, Congress Center
2:00 PM – 3:00 PM Special Equity 101 Training Design for BHR – Koffi and Selby, Jeff
3:00 PM – 4:00 PM Director Koffi Dessou/Comm. Fritz (Claire), Comm. Fritz's Office

Wed, Oct 10

9:00 AM – 10:00 AM Budget Process Changes, Kinsella, Ryan
10:00 AM – 11:00 AM Digital Equity Action Plan Year-2 Progress Report presentations, City Hall
3:00 PM – 4:00 PM Youth Educating Police - Training Guidance w/Taji Chesimet
5:00 PM – 8:00 PM WMSWCD Annual Meeting and Award, 2730 NW 31st Ave Portland OR 97210

Koffi Dessou Calendar - October 2018 - Continued

Thu, Oct 11

8:00 AM – 12:00 PM Training Coordinator Interviews 2 – Commonwealth Bldg
1:30 PM – 2:10 PM Check in with Judith Mowry
3:00 PM – 3:15 PM Brief call re: PCOD meeting, Via phone, Adamsick, Claire

Fri, Oct 12

10:00 AM – 11:00 AM Mayor's Press Conference, City Hall
10:00 AM – 11:30 AM Racial Equity CEOs, Dwayne Marsh

Mon, Oct 15

10:00 AM – 10:30 AM Erika Bernebei teleconference with Judith Mowry
11:00 AM – 12:00 PM BMA Check In, OEHR, Robbins, CJ
2:00 PM – 2:30 PM HR Discussion, Zito, Ronald
4:30 PM – 5:00 PM Mayor's Press Conference, City Hall

Tue, Oct 16

9:00 AM – 10:00 AM PP&Rs Diversity and Equity Committee Retreat, Colwood 7313 NE Columbia
10:00 AM – 11:30 AM Office of Equity Biweekly Staff Meeting
3:00 PM – 4:00 PM Director Koffi Dessou/Comm. Fritz (Claire)

Wed, Oct 17

3:00 PM – 4:00 PM Latinx Heritage Month Proclamation, City Hall

Thu, Oct 18

11:00 AM – 12:00 PM Prime Contractor Development Program check-in, Stacey Edwards
1:30 PM – 2:30 PM Check-In Director Koffi Dessou/Comm. Fritz (Claire)

Fri, Oct 19

2:30 PM – 3:30 PM Koffi/Judith Check in

Mon, Oct 22

11:00 AM – 12:00 PM BMA Check In, OEHR, Robbins, CJ
12:00 PM – 2:00 PM GoToWebinar - 2018 GARE membership meetings
2:30 PM – 3:30 PM Koffi check-in with Mandi Hood

Tue, Oct 23

8:30 AM – 12:00 PM Executive Session of Annual NWPEDC, Oregon Convention Center
11:00 AM – 12:00 PM Portland Oregon Website Replacement (POWR) Columbia Square Build
11:00 AM – 12:00 PM Prequalification Board Meeting, Congress Center
1:00 PM – 2:00 PM Check In - Koffi/Suk, City Hall - Rhee, Suk
3:00 PM – 4:00 PM Director Koffi Dessou/Comm. Fritz (Claire), Comm. Fritz's Office

Wed, Oct 24

9:30 AM – 10:00 AM Filipino-American Heritage Month - Proclamation, City Hall Chambers
10:00 AM – 11:30 AM Quarterly COOP meeting, CH2M Building, Lincoln conference room
1:30 PM – 2:30 PM Koffi check-in with Yohannes, Winta

Koffi Dessou Calendar - October 2018 - Continued

Thu, Oct 25

10:00 AM – 11:00 AM	Koffi-Jeff check in, Koffi's Office, Dessou, Koffi
12:00 PM – 1:00 PM	Check-in Koffi w/Hsiao, Chiao Yun
1:00 PM – 2:00 PM	Disability Employment Program, City Hall Atrium
2:00 PM – 3:30 PM	PCDP Needs Assessment Focus Group, city Hall, Lauren Hanover
2:00 PM – 3:30 PM	PCDP Needs Assessment Focus Groups

Fri, Oct 26

1:30 PM – 2:30 PM	NEO Run Through/Volunteer Briefing, Columbia Sq., Barghouty, Yasmine
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Mon, Oct 29

10:30 AM – 12:00 PM	Equity Managers meeting (Claire), Comm. Fritz's office, Suite 220, City Hall
11:00 AM – 11:30 AM	Erika phone call on RBA training, Commissioner Fritz's Office
11:35 AM – 11:55 AM	NEO Equity Presentation, The Armory, 128 NW 11th Ave, HR New Employee Orientation

Tue, Oct 30

9:00 AM – 10:30 AM	Council Work Session on BuMP, City Council
10:00 AM – 11:30 AM	Office of Equity Biweekly Staff Meeting, PHB Broadway
11:30 AM – 12:30 PM	Prep for Bureau Directors Meeting, Brooks, Danielle
5:30 PM – 7:30 PM	Multnomah County Youth Commission Swear In, City Hall

Wed, Oct 31

8:00 AM – 10:00 AM	Age Friendly Business Awards Ceremony, City Hall
1:30 PM – 2:15 PM	MEET: CBO/OEHR, OEHR - Koffi's Office
2:30 PM – 3:30 PM	Director Koffi Dessou/Comm. Fritz (Claire) Comm. Fritz's Office

Koffi Dessou - Calendar November 2018

Thu, Nov 1

- 10:00 AM – 11:00 AM Koffi and Jeff discuss Project Search Equity 101
- 11:30 AM – 1:00 PM Bureau Directors Meeting - Meaningful Access Presentation for 15 Minutes City
- 5:30 PM – 8:00 PM Rosemary Anderson High School (RAHS) Gala @ Castaway 1900 NW 18th Ave.

Fri, Nov 2

- 9:00 AM – 10:00 AM Equity 101 training for Project Search, Keenon, Anais
- 12:00 PM – 1:00 PM CAAN: Never Eat Alone Lunch Meet Up Congress Center

Mon, Nov 5

Tue, Nov 6

- 10:00 AM – 1:15 PM Data Privacy community event, The Old Church - 1422 SW 11th Ave
- 11:00 AM – 12:00 PM Prequalification Board Meeting, Congress Center
- 1:00 PM – 2:00 PM Director Koffi Dessou/Comm. Fritz (Claire), Comm. Fritz's Office
- 2:30 PM – 3:00 PM ADA Discussing documents and trainings, Simeone, Jonathan
- 3:15 PM – 4:15 PM OEHR Koffi Dessou meet w/IBEW Local 48, Aaron Barber-Strong and Jon Jensen
Commonwealth Building

Wed, Nov 7

- 8:00 AM – 10:00 AM Desk Work - Budget OEHR
- 10:00 AM – 11:30 AM NEO Presentation, Reynolds, Michael
- 4:30 PM – 7:00 PM HRC full commission mtg. Commonwealth bldg

Thu, Nov 8

- 5:00 PM – 8:00 PM Community Water Forum, IRCO 10301 NE Glisan St Portland OR 97220

Fri, Nov 9

- 11:30 AM – 1:30 PM Convening - Is Collaboration Helping or Hurting? PSU- 506 SW Mill Street
- 5:00 PM – 8:00 PM Transportation Focus Group, IRCO Africa House

Mon, Nov 12

- HOLIDAY All Day HOLIDAY Veteran's Day (Observed), United States

Tue, Nov 13

- 5:45 AM – 10:00 AM Mulugata Seraw 30th Anniversary Commemoration Conference, PSU
- 3:00 PM – 4:00 PM POWR Sprint 11 Demonstrations and Roadmap Review, Columbia Square

Wed, Nov 14

- 10:00 AM – 11:00 AM Koffi and Mary Logalbo of WMSWCD, Commonwealth Building 5th Floor
- 11:30 AM – 12:30 PM PCCEP Discussion Mayor's Office

Koffi Dessou - Calendar November 2018 Continued

Thu, Nov 15

- 10:30 AM – 1:30 PM ACHS Program Advisory Council meeting, 5005 SW Macadam Avenue
Portland OR
- 2:30 PM – 3:00 PM Judith and Koffi check-in
- 4:00 PM – 5:30 PM WorldOregon Board of Advisors Mtg - Hatfield Room
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Fri, Nov 16

- 10:00 AM – 11:00 AM Koffi/Danielle Check-in
- 3:00 PM – 3:30 PM Meet Shelonda at BHR, Columbia Square Building
- 4:00 PM – 5:30 PM Meet Laquida of Urban League Pdx, N. Portland
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Mon, Nov 19

- 11:00 AM – 12:00 PM BMA Check In, Robbins, CJ
- 2:00 PM – 3:00 PM Koffi Dessou Meet: Sophorn Cheang - 775 Court St. NE Salem, Or 97301
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Tue, Nov 20

All Day Vacation time off

Wed, Nov 21

- 1:00 PM – 2:00 PM Koffi Dessou/Comm. Fritz (Claire) Check-In
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Thu, Nov 22 - Fri, Nov 23

All Day Thanksgiving Holiday

Mon, Nov 26

- 11:00 AM – 12:00 PM BMA Check In, Robbins, CJ
- 12:00 PM – 2:00 PM GoToWebinar - 2018 GARE membership meetings
- 2:30 PM – 3:30 PM Check-in Koffi and Mowry, Judith
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Tue, Nov 27

- 10:00 AM – 11:30 AM Office of Equity Biweekly Staff Meeting
- 11:45 AM – 12:15 PM Meet w/Michael Szporluk
- 3:30 PM – 4:30 PM Koffi and Brad re PCCEP collaboration, Commonwealth Building 5th Floor
- 5:30 PM – 7:30 PM 2018 World Oregon Holiday Party, Benson Hotel - 309 SW Broadway
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Wed, Nov 28

- 3:00 PM – 4:00 PM Prime Contractor Development Program check-in, Stacey Edwards
- 5:30 PM – 8:30 PM First PCCEP Meeting, 7600 NE Glisan St Portland OR 97213
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Thu, Nov 29

- 11:00 AM – 12:00 PM Equity Managers (Claire), Comm. Fritz's office
- 12:00 PM – 1:30 PM Chief Equity Officers Network Briefing, Rosamaria Carrillo
- 3:00 PM – 3:30 PM Koffi Dessou Monthly 1:1, phone, Koffi to call Rinehart, Tom
- 3:30 PM – 4:30 PM Discuss Accommodations Fund, Commissioner Fritz Conference Room
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Fri, Nov 30

All Day Vacation time off

Koffi Dessou Calendar - December 2018

Mon, Dec 3

11:00 AM – 11:45 AM Budget/OEHR on Program Offers, City Hall - Martin, Alexandra
12:00 PM – 2:00 PM GARE Monthly Meeting -<https://zoom.us/j/244490731>, Rachael Wyant
2:30 PM – 3:30 PM Koffi Dessou, Nickole Cheron & Jonathan Simeone, re: PCOD (Claire)

Tue, Dec 4

6:00 AM Koffi Out of Office - Umatilla Tribe Visit
11:00 AM – 12:00 PM Prequalification Board Mtg, Congress Center

Wed, Dec 5

All Day Results Based Accountability (RBA) Training
8:30 AM Koffi Out of Office - Umatilla Tribe Visit

Thu, Dec 6

All Day Results Based Accountability (RBA) Training, IRCO Gym
11:30 AM – 1:00 PM Bureau Directors Meeting, City Hall - Rinehart, Tom

Fri, Dec 7

8:00 AM – 12:00 PM RBA Training w/Koffi, Labrador-Hallett, Grace
9:00 AM – 12:00 PM Results Based Accountability (RBA) training - using a Racial Equity Lens
11:00 AM – 1:00 PM 2018 Emily G. Gottfried Awards luncheon - IRCO

Mon, Dec 10

8:00 AM – 3:00 PM Interviews, City Hall
3:00 PM – 5:00 PM Celebration for Comm. Dan Saltzman, City Hall Atrium
5:30 PM – 7:30 PM Office of Equity & Human Rights, Bureau Advisory Committee (BAC) (Claire)

Tue, Dec 11

10:00 AM – 11:30 AM Office of Equity Staff Meeting
11:30 AM – 12:15 PM 1:1 Koffi / Anita Lane BHR
1:25 PM – 1:45 PM Equity Presentation, HR New Employee Orientation, CH2M Lincoln Rm.
4:00 PM – 5:00 PM Teleconference: Koffi Dessou w/Director Courtney Patterson, PBEM

Wed, Dec 12

3:30 PM – 4:30 PM FY 2019-20 OEHR Budget, Bennett, Nikki

Thu, Dec 13

10:00 AM – 11:00 AM PSU IRB Review, OEHR
2:30 PM – 3:00 PM Koffi Dessou/Tom Monthly 1:1, Congress Center

Fri, Dec 14

9:30 AM – 11:00 AM Racial Equity CEOs, Dwayne Marsh
12:00 PM – 1:00 PM Black History Month Planning 421 SW 6th, 13th floor Abiodun, Tosin
1:00 PM – 2:00 PM Mayor Wheeler End-of-year Press Conference, City Hall
4:00 PM – 8:00 PM CAAN WINTER CELEBRATION Olive or Twist - 925 NW 11th Ave

Koffi Dessou Calendar - December 2018 - Continued

Mon, Dec 17

- 2:00 PM – 4:00 PM Meet with OEHR staff
5:30 PM – 7:30 PM Welcome MRG ED Se-ah-dom Edmo, Unite Oregon 700 N Killingsworth
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Tue, Dec 18

- 10:00 AM – 11:30 AM Interview, City Hall, Suite 220
11:00 AM – 12:00 PM Prequalification Board Meeting, Congress Center, King, Celeste
1:30 PM – 2:30 PM Budget discussion with PHB
3:00 PM – 3:30 PM Koffi Dessou, OEHR Interim Director, weekly (Claire), City Hall
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Wed, Dec 19

- 2:00 PM – 3:00 PM Training Coordinator discussion, Selby, Jeff
4:10 PM – 5:10 PM Human Rights Committee (HRC) Declaration Proclamation, City Hall
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Thu, Dec 20

- 3:00 PM – 3:45 PM Next Steps: Training Module, Civic - City Hall Conf Rm, Rhee, Suk
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Fri, Dec 21

- 9:00 AM – 10:00 AM Meeting with Yolanda Sanchez, OEHR, Dessou, Koffi
11:00 AM – 12:00 PM Afroecology Update Meeting, Cup and Bar 118 NE Martin Luther King Jr.
dwr@desireewilliamsrajee.com
12:00 PM – 1:00 PM Black History Month Planning Meeting (Calling all Leaders) 421 SW 6th
Abiodun, Tosin
12:30 PM – 3:30 PM PSU IRB Meeting, MCB-615 RSP Micro
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Mon, Dec 24 - Tue, Dec 25

- All Day Vacation time off
All Day Christmas Eve / Christmas Day
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Wed, Dec 26

- 8:30 AM – 12:00 PM Budget Narratives, OEHR
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Thu, Dec 27

- 2:00 PM – 3:00 PM Check-in: Koffi w/Hsiao, Chiao Yun
5:00 PM – 8:00 PM KWANZAA, Billy Webb Elks Lodge - 6 N Tillamook St, Portland OR
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Fri, Dec 28 - Mon, Dec 31

- All Day Vacation time off