

Interim Director: Koffi Dessou

January 1st, 2019 – February 8th, 2019

Tuesday, January 1

1:30PM – 2:30PM Office of Equity and Human Rights Interim Director weekly check-in w/ Commissioner Fritz (Claire), City Hall – Commissioner Fritz's Office

Wednesday, January 2

9:00AM – 10:00am Commissioner Hardesty Swearing-in Ceremony, City Hall

4:30pm – 5:30 pm Commissioner Hardesty's Reception, City Hall Atrium

Thursday, January 3

11:30AM – 1:00PM 2019 Bureau Directors' Meeting, City Hall – Lovejoy Room

3:00PM – 4:00PM FY 2019-20 OEHR Programs, Nikki Bennett, Koffi's Office

Friday, January 4

10:00AM – 10:30AM Phone Interview w/ Molly of the Oregonian; OEHR

12:00PM – 1:00PM CAAN: Never Eat Alone Lunch Meet Up, Irene Marion, Portland Housing Bureau – 13th Floor

12:00PM – 1:00PM Black History Month Planning Meeting (Calling all Leaders), Portland Housing Bureau – 13th Floor

2:00PM – 3:00PM PCCEP Program Manager Position, Nicole Grant, Mayor's Office

3:00PM – 3:30PM Meeting w/ Commissioner Fritz, City Hall

Monday, January 7

8:00AM – 12:30PM OEHR Equity 101 Training, 1900 Bldg – Room 2500B

1:00PM – 2:00PM Chief Equity Officer Network 101, Phone

1:00PM – 2:00PM Chief Equity Officer Interviews, Rosamaria Carrillo

2:30PM – 3:30PM RBA (Result-Based and Accountability) Message to Bureau Directors, OEHR

Tuesday, January 8

9:30AM – 11:30AM Council Work Session on Pay Equity, City Hall

1:25PM -1:45PM NEO – Equity Presentation, CH2M Lincoln Conf. Room

1:30PM – 2:30PM Office of Equity and Human Rights Interim Director weekly check-in w/ Commissioner Fritz (Claire), City Hall – Commissioner Fritz's Office

4:00PM – 5:00PM Portland Oregon Website Replacement (POWR) End of Sprint Review/Demo, Columbia Square Bldg., 8th Floor – Conference Room B

Wednesday, January 9

1:00PM – 2:00PM BMA Check-in, CJ Robbins, Koffi's Office

4:30PM – 7:00PM HRC Full Commission Meeting, PHB Bridge and Steel Conference Room

Thursday, January 10

11:30AM – 12:30PM Meet w/ Wilson of Refugee Center Online, OEHR – Koffi's Office

1:00PM – 2:00PM Office of Equity Biweekly Staff Meeting, PHB Broadway Conference Room

6:00PM – 8:00PM IRCO's Slavic Eastern European Heritage Celebration, IRCO – 10301 NE Glisan Street, Portland, OR 97220

Friday, January 11

12:00PM – 1:00PM Lunch w/ Deirae Wood of Japanese Garden, Bangkok Palace – 300 Taylor Street, Portland, OR 97204

12:00PM – 1:00PM Black History Month Planning Meeting (Calling all Leaders), PHB – 13th Floor Conference Room

3:00PM -4:30PM Visit w/ Judith Mowry @ her house

Tuesday, January 15

9:00AM – 12:00PM Reimagining Diversity in the Workplace, Columbia Square Building – 8th Floor

1:30PM – 2:30PM Office of Equity and Human Rights Interim Director weekly check-in w/ Commissioner Fritz (Claire), City Hall – Commissioner Fritz's Office

3:00PM – 3:30PM Meeting w/ Debbie Caselton, RE: DEEP (Claire/Cynthia), Commissioner Fritz's Office

Wednesday, January 16

2:30PM – 3:30PM Requested Budget Check-in, Nikki Bennett, Koffi's Office

Thursday, January 17

8:00AM – 9:00AM Budget Advisory – Equity Tool, PHB Broadway Conference Room

3:00PM - 3:30PM Phone Meeting w/ Dawn Uchiyama of BES

Friday, January 18

10:00AM – 11:00AM Cancelled: Check-in w/ Serilda Summers-McGee, Koffi's Office

12:00PM – 1:00PM Black History Month Planning Meeting (Calling all Leaders), PHB – 13th Floor Conference Room

1:00PM – 3:00PM Updated Invitation: PSU IRB Meeting, MCB – 651 OAA University, rmc4@pdx.edu

3:30PM – 5:30PM Community Meeting at IRCO – Africa House

Tuesday, January 22

- 10:00AM – 11:30AM Office of Equity Biweekly Staff Meeting, PHB Broadway Conference Room
- 10:30AM – 11:00AM Portland FBI & US District Attorney, RE: Civil Rights Investigations (Cynthia), Commissioner Fritz's Office
- 1:00PM – 3:00PM Desk Work on Budget Proposal, OEHR
- 1:30PM – 2:20PM Office of Equity and Human Rights Interim Director weekly check-in w/ Commissioner Fritz (Claire), City Hall – Commissioner Fritz's Office
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Wednesday, January 23

- 9:00AM – 11:30AM Desk Work on Budget Proposal, OEHR
- 11:30AM – 12:20PM Meet w/ Eder Katembwe
- 2:00PM – 3:30PM Invitation for Quarterly Bureau COOP Meeting, City Hall – Rose Room
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Thursday, January 24

- 8:00AM – 12:30PM Equity 101 Training w/ Jeff Selby, 1900 Bldg – Room 7A
- 12:00PM – 1:00PM Lunch w/ Shanice Clarke, TBD
- 2:30PM – 3:30PM Phone Meeting w/ Erika Bernabei, RE: Portland RBA Cohort Training, Koffi's Office
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Friday, January 25

- 8:30AM – 11:30AM Desk Work on Budget Proposal, OEHR
- 11:30AM – 12:30PM Check-in w/ Serilda Summers-McGee, Koffi's Office
- 11:30AM – 1:30PM Office of Equity and Human Rights/FINDHELLO: Resource App Catered to Immigrants and Refugees – Presentation, 1900 Bldg., Room 2500C
- 12:00PM – 1:00PM Black History Month Planning Meeting (Calling all Leaders), PHB – 13th Floor Conference Room

1:00PM – 5:00PM Desk Work on Budget, OEHR

Tuesday, January 29

11:00AM – 12:30PM Confirmed: Chief Equity Officers Interviews Debriefs, Video Link Inside

1:30PM – 2:30PM Office of Equity and Human Rights Interim Director weekly check-in w/ Commissioner Fritz (Claire), City Hall – Commissioner Fritz's Office

2:30PM – 3:30PM Equity Practitioners Monthly Meeting, PHB Steel Conference Room

4:00PM – 4:30PM Discuss BAC Budget Letter w/ Jeff Selby, Koffi's Office

5:30PM – 7:30PM Bureau Advisory Committee Meeting, PHB Steel Conference Room

Wednesday, January 30

8:30AM – 12:00PM Desk Work on Budget Proposal, OEHR

12:00PM – 12:30PM Meet w/ YES International Students and Ann Schneider, PHB Broadway Conference Room

12:00Pm – 1:30PM Hate in Public Spaces – Staff Meet Up, City Hall - Pettygrove Room

2:30PM – 3:30PM Desk Work on Budget Proposal, OEHR

3:30PM – 5:30PM 2019 Black History Month Proclamation + Community Reception, City Hall Chambers + Atrium

Thursday, January 31

10:30AM – 12:00PM Equity Managers Monthly Meeting (Claire/Christina), City Hall – Commissioner Fritz's Office

1:30PM – 2:00PM Meet/Greet w/ Commissioner Hardesty via Phone

3:30PM – 5:00PM Check-in w/ Judith Mowry @ Judith's House

5:15PM – 6:15PM BTS Maintenance on Housing/OEHR Networking Device
– Interruption in Phone/Network Email Service

Friday, February 1

10:00AM – 10:45AM Phone Interview w/ Alyssa, OEHR

12:00PM – 1:00PM BIKE RSVP: City Hall to Dead Stock Bike Ride, City Hall

1:00PM – 3:00PM Local Government DEI Meeting, East Multnomah SWCD
Office

Monday, February 4

12:30PM – 1:30PM Lunch w/ Steve Nakana of the Port of Portland, Akadi –
West African Restaurant on MLK

2:30PM – 2:45PM Check-in w/ Tatiana, Koffi's Office

Tuesday, February 5

10:00AM – 11:30AM Office of Equity Staff Meeting, PHB Broadway Room

11:00AM – 11:30AM Meet w/ Diane Avery at BHR, Columbia Square Building

1:30PM – 2:30PM Office of Equity and Human Rights Interim Director
weekly check-in w/ Commissioner Fritz (Claire), City Hall
– Commissioner Fritz's Office

6:00PM – 9:00PM Willamette Week Give!Guide Campaign Celebration,
Revolution Hall – 1300 SE Stark Street, Portland, OR
97214

Wednesday, February 6

1:00PM – 2:00PM 2019 Training Programs Discussion, Koffi's Office

Thursday, February 7

11:30AM – 1:00PM 2019 Bureau Directors Meeting, City Hall – Lovejoy
Room

1:00pm – 1:15PM Office of Equity and Human Rights Interim Director
weekly check-in w/ Commissioner Fritz (Claire), City Hall
– Commissioner Fritz's Office

2:00PM – 3:00PM OEHR Staff Meeting, City Hall – Pettygrove Room

Friday, February 8

9:00AM – 9:30AM Check-in w/ Winta Yohannes, Koffi's Office

10:00AM – 11:100AM IRB Training Session: Revised Common Rule, RMNC – 615
RSP Micro
