
October 2020 Calendar – Office of Equity and Human Rights – Dr. Markisha Smith, Director

Thu, Oct 1

10:00 AM – 12:00 PM RBA 2020 Cohort Session 5 - Group A, Zoom, Dessou, Koffi
11:30 AM – 1:00 PM Bureau Directors Monthly Meeting, Zoom, Rinehart, Tom
1:00 PM – 4:00 PM PF&R Implicit Bias Training w/ Dr. Markisha Smith, Moore, Janice
6:30 PM – 8:00 PM How to Be an Antiracist: An Inspiring Evening of Art, Conversation & Learning with inspiring leaders, Online: Attend on Human solutions website

Fri, Oct 2

All Day Furlough

Mon, Oct 5

9:30 AM – 10:30 AM 1:1 Markisha and Kapua, Smith, Markisha
10:45 AM – 11:45 AM Koffi-Markisha Org. Chart Review, Microsoft Teams Meeting, Dessou, Koffi
12:00 PM – 1:00 PM COVID-19 Workplace Guidance Townhall #2 - for employees primarily teleworking
Zoom, Rinehart, Tom
2:00 PM – 2:30 PM Policy check-in Elejalde, Tatiana
4:00 PM – 5:00 PM Regional DEI leaders meet up, Zoom, Raahi Reddy
6:00 PM – 8:30 PM Respond to Racism Session

Tue, Oct 6

9:30 AM – 10:30 AM White Supremacy & Nationalism by Erik Ward _ Council Work session City Council Work Session, Sanchez-Marquez, Yolanda
11:00 AM – 12:00 PM Prequalification Board Meeting, Microsoft Teams Meeting, Strickland, Destinee
11:30 AM – 12:30 PM CAAN Always Eat Together Lunch Meeting, Microsoft Teams Meeting, Brannon, Jay
1:00 PM – 2:00 PM (Conference line) Dr. Markisha Smith, Office of Equity & Human Rights (OEHR) Director, weekly (Claire/Cynthia), Fritz, Amanda
2:00 PM – 3:00 PM A-D Task Force check-in, Microsoft Teams Meeting, Brooks, Danielle
3:30 PM – 4:00 PM Check-in, Markisha and Nikki, Skype Meeting, Bennett, Nikki
3:45 PM – 4:00 PM Check-in: City Atty & OEHR, Microsoft Teams Meeting, Edwards, Elizabeth
4:00 PM – 4:45 PM City Bureau Directors Check-in, Via Zoom, Rinehart, Tom
6:00 PM – 8:00 PM Community Budget Listening Session – October 6, 2020

Wed, Oct 7

10:00 AM – 10:30 AM Check-in: Microsoft Teams Meeting, Mowry, Judith
10:30 AM – 11:00 AM HR/OEHR Check-In, Markisha, Lane, Anita
11:00 AM – 12:00 PM Check-in: Markisha and CJ, Microsoft Teams Meeting
1:00 PM – 2:30 PM Bureau Directors A-D Meeting - Confirmed
3:00 PM – 4:30 PM Equity Manager Weekly Meeting - Microsoft Teams Meeting, Duong, Thuan

Thu, Oct 8

8:00 AM – 8:30 AM BHR/OEHR Check-in, Microsoft Teams Meeting, Cole, Michelle
9:00 AM – 10:00 AM Karena & Dr. Smith, support@hooksglobal.com
10:00 AM – 12:00 PM October 8, 2020 OAME Trade Show & Luncheon - City of Portland "We Are Better Together" Outreach Team - Welcome Guests! Virtual, Penson, Tiffani
11:00 AM – 11:30 AM Legislative Racial Equity Statement: City of Portland | Reimagine OR, Williams, Tia
1:00 PM – 1:30 PM Leila Check-In, Microsoft Teams Meeting, Smith, Markisha

4:00 PM – 4:45 PM City Bureau Directors Check-in, Via Zoom, Rinehart, Tom

Fri, Oct 9

All Day Furlough

Mon, Oct 12

9:30 AM – 10:30 AM 1:1 Markisha and Kapua, Smith, Markisha
10:45 AM – 11:15 AM Check-in Raahi and Markisha, Zoom, Raahi Reddy
1:00 PM – 1:30 PM Introduction to Paul Kelly Jr., Markisha to call Paul

Tue, Oct 13

9:00 AM – 9:30 AM LGBTQIA+ Policy Analyst Update, Palmer, Matthew
10:00 AM – 11:30 AM Office of Equity Staff Meeting
12:00 PM – 1:00 PM Oregon HECC Equity Lens Framework & USHE, Zoom Conference, Lais Martinez
2:00 PM – 2:45 PM Meeting: Federal Legislative Agenda Discussion, Microsoft Teams Meeting, Edwards, Elizabeth
3:00 PM – 4:00 PM (Conference line) Dr. Markisha Smith, Office of Equity & Human Rights (OEHR) Director, weekly (Cynthia), Fritz, Amanda

Wed, Oct 14

9:00 AM – 10:00 AM Danielle Brooks check in, Microsoft Teams Meeting, Smith, Markisha
10:00 AM – 12:00 PM Hold for Black Space, ZOOM, Mowry, Judith
12:00 PM – 1:00 PM Lunch conversation on Digital Justice and Surveillance, Microsoft Teams Meeting Dominguez Aguirre, Hector
3:00 PM – 4:30 PM Equity Managers' Weekly Meeting, Microsoft Teams Meeting, Duong, Thuan

Thu, Oct 15

8:00 AM – 9:00 AM ZOOM: Equity Baseline, Framework, and Tools, ZOOM, Diaz, Samuel
9:00 AM – 10:00 AM Jonathan 1:1 Check-in, Markisha's office, Smith, Markisha
10:00 AM – 10:30 AM BHR & Equity, Microsoft Teams Meeting, Cole, Michelle
10:30 AM – 12:00 PM P&D Directors Monthly Meeting, Durbin, Andrea
10:30 AM – 12:00 PM Citywide COVID-19 Information Coordination Meeting, Microsoft Teams Meeting, Nerwal, Rachit
12:00 PM – 12:30 PM Check-in: Dr. Smith and Dr. Dessou, Microsoft Teams Meeting
1:30 PM – 2:00 PM Tom/ Markisha Monthly Meetings (2020), TBD, Rinehart, Tom
2:00 PM – 2:30 PM COEP prep for Council, zoom, Masterman, Morgan
3:00 PM – 4:00 PM Audit: Emergency preparedness/response for people with disabilities Fercak, Alexandra
4:00 PM – 4:30 PM City Bureau Directors Check-in, Via Zoom, Rinehart, Tom

Fri, Oct 16

All Day Markisha - Out of Office

Mon, Oct 19

9:30 AM – 10:30 AM 1:1 Markisha and Kapua, TBD, Smith, Markisha
10:30 AM – 11:00 AM Racial Equity Statement: workshop, zoom, Williams, Tia
11:00 AM – 12:00 PM Nickole 1:1 w/ Markisha, Markisha's Office, Smith, Markisha
12:00 PM – 1:00 PM Resolution Discussion, Microsoft Teams Meeting, Smith, Markisha
1:15 PM – 1:30 PM Briefing w/ Cmr. Hardesty re: COEP, Zoom, Branam, Kimberly
2:30 PM – 4:00 PM New Commissioner Panel re: Diversity, Equity & Inclusion, Zoom, Shiplet, Diana

Tue, Oct 20

9:30 AM – 12:00 PM	Work Session - Fall BMP, zoom, Smith, Markisha
12:00 PM – 1:00 PM	[placeholder workshop for developing the definition of Digital Justice], Zoom, Dominguez Aguirre, Hector
1:00 PM – 2:00 PM	(Conference line) Dr. Markisha Smith, Office of Equity & Human Rights (OEHR) Director, weekly (Cynthia), Fritz, Amanda
3:00 PM – 3:30 PM	HR/Office of Equity and Human Rights check-in, Teams, Lane, Anita
4:00 PM – 4:30 PM	City Bureau Directors Check-in, Via Zoom, Rinehart, Tom

Wed, Oct 21

8:00 AM – 8:30 AM	Director's Racial Equity Sub-Group, Zoom, Rinehart, Tom
10:30 AM – 11:30 AM	Black space/CAAN meet, Microsoft Teams Meeting, Dean, Marvin
3:00 PM – 4:30 PM	Equity manager meeting w/CBO re: budget, Microsoft Teams Meeting, Duong, Thuan

Thu, Oct 22

8:00 AM – 8:30 AM	BHR/OEHR Check-in, Microsoft Teams Meeting, Cole, Michelle
9:15 AM – 10:00 AM	Meeting with Markisha Smith re PPB Bargaining, Brown, Heidi
9:30 AM – 10:30 AM	Equity Managers Mayor's Office Racial Impact Statement briefing, Williams, Tia
11:00 AM – 12:00 PM	Judith 1:1 Check-in, Smith, Markisha
4:00 PM – 4:30 PM	City Bureau Directors Check-in, Via Zoom, Rinehart, Tom

Fri, Oct 23

All Day Markisha - Out of Office

Mon, Oct 26

8:00 AM – 10:00 AM	MEETING: PPB Bargaining Management Meeting, Blanco Chapin, Amaya
9:30 AM – 10:30 AM	1:1 Markisha and Kapua, TBD, Smith, Markisha
10:30 AM – 11:00 AM	Quick check-in w TE , phone, Elejalde, Tatiana

Tue, Oct 27

9:00 AM – 9:45 AM	Follow-up re: Internal Service Equity Managers, Microsoft Teams Meeting, Edwards, Elizabeth
10:00 AM – 11:00 AM	Office of Equity Staff Meeting,
11:00 AM – 12:00 PM	Black Space, Mowry, Judith
12:00 PM – 1:00 PM	Karena & Dr. Smith, support@hooksglobal.com
1:00 PM – 1:30 PM	Dr. Markisha Smith, Lovell, Charles
2:00 PM – 4:00 PM	Equity Practitioners Monthly Meeting
4:00 PM – 4:30 PM	(Conference line) Dr. Markisha Smith, Office of Equity & Human Rights (OEHR) Director, weekly (Cynthia) *rescheduled from 10/27, Fritz, Amanda
4:00 PM – 4:30 PM	City Bureau Directors Check-in, Via Zoom, Rinehart, Tom

Wed, Oct 28

8:00 AM – 9:00 AM	CARES ACT Unallocated Funds Discussion, Zoom, Rinehart, Tom
10:00 AM – 11:00 AM	Dr. Smith and Anthony Miranda, zoom
11:30 AM – 12:00 PM	1:1 Check-in Claudia and Markisha, Markisha's office, Smith, Markisha
1:00 PM – 2:00 PM	Stipends Taskforce Meeting, Microsoft Teams Meeting, Keo, Touk
2:00 PM – 3:00 PM	Fall BMP Session-Vote
3:00 PM – 4:30 PM	Equity Managers' Weekly Meeting, Microsoft Teams Meeting, Duong, Thuan
7:00 PM – 8:00 PM	Dr Markisha Smith - "What Needs to Change," AAUW of OR ,Patricia Garner

7:00 PM – 9:00 PM Together on the Path to Anti-racism: "What Needs to Change"

Thu, Oct 29

11:30 AM – 12:00 PM COEP Presentation review/prep, Zoom, Rinehart, Tom

4:00 PM – 4:30 PM City Bureau Directors Check-in, Via Zoom, Rinehart, Tom

Fri, Oct 30

All Day Markisha - Out of Office

November 2020 Calendar – Office of Equity and Human Rights – Dr. Markisha Smith, Director

Mon, Nov 2

11:00 AM – 11:30 AM Markisha/Thuan, Microsoft Teams Meeting, Duong, Thuan
3:00 PM – 3:30 PM PBOT Meeting
3:00 PM – 3:30 PM PDX Yellow Strategy Discussion, Microsoft Teams Meeting, Williams, Millicent

Tue, Nov 3

11:00 AM – 12:00 PM Prequalification Board Meeting, Purchasing, General
11:30 AM – 12:30 PM Black Space, Mowry, Judith
1:00 PM – 2:00 PM (Conference line) Dr. Markisha Smith, Office of Equity & Human Rights (OEHR) Director, weekly (Claire), Fritz, Amanda
3:00 PM – 3:30 PM HR/OEHR Check-In, Teams, Lane, Anita

Wed, Nov 4

9:45 AM – 10:30 AM COEP at Council, Masterman, Morgan

Thu, Nov 5

8:00 AM – 8:30 AM BHR/OEHR Check-in, Microsoft Teams Meeting, Cole, Michelle
9:00 AM – 10:00 AM Check-in: E. Oluchi/Dr. Smith, Microsoft Teams Meeting, Smith, Markisha
10:00 AM – 10:30 AM BHR & Equity, Microsoft Teams Meeting, Cole, Michelle
12:00 PM – 1:00 PM Bureau Directors Monthly Meeting, Zoom, Rinehart, Tom
1:00 PM – 2:00 PM Karena & Dr. Smith, support@hooksglobal.com
2:00 PM – 3:00 PM Council Fall BMP Vote
3:00 PM – 3:30 PM R&R- BID 00001532 | Better Naito Forever Specific Group Discussion, MS Teams, Strickland, Destinee

Fri, Nov 6

All Day Markisha - Out of Office

Mon, Nov 9

9:30 AM – 10:30 AM 1:1 Markisha and Kapua, Smith, Markisha
11:00 AM – 12:00 PM CJ 1:1 w/ Markisha, Smith, Markisha
1:00 PM – 2:00 PM Check in 1-1, Sanchez-Marquez, Yolanda
2:00 PM – 2:30 PM Check in with Elejalde, Tatiana

Tue, Nov 10

9:30 AM – 11:30 AM WORK SESSION: Federal Legislative and Regulatory Agenda & State Legislative Agenda, Wheeler, Ted
10:00 AM – 11:30 AM Office of Equity Staff Meeting
11:30 AM – 12:30 PM CAAN Always Eat Together Lunch Meeting, Microsoft Teams Meeting, Brannon, Jay
12:00 PM – 1:00 PM Karena & Dr. Smith, support@hooksglobal.com
1:00 PM – 2:00 PM (Zoom) Dr. Markisha Smith, Office of Equity & Human Rights (OEHR) Director, weekly (Cynthia), Fritz, Amanda
4:30 PM – 5:00 PM ZOOM: OEHR and PPB Position Diaz, Samuel
5:00 PM – 6:00 PM Regional DEI Leaders Call, Zoom, Raahi Reddy

Wed, Nov 11

All Day Free

Thu, Nov 12

8:00 AM – 8:15 AM	Tools for Budget Equity check-in, Microsoft Teams Meeting, Kinard, Jessica
8:15 AM – 9:00 AM	Directors' Racial Equity Subgroup, Microsoft Teams Meeting, Ocken, Julie
10:00 AM – 10:30 AM	BHR & Equity, Microsoft Teams Meeting, Cole, Michelle
10:30 AM – 11:00 AM	Mr. Odol and Markisha Check-In, Microsoft Teams Meeting, Smith, Markisha
11:00 AM – 12:00 PM	Council Presentation for Language Access
1:30 PM – 2:30 PM	Tatiana 1:1 w/ Markisha, Markisha's Office, Smith, Markisha
3:00 PM – 4:00 PM	ZOOM Meeting: November - Community Engagement and Equity Forum, Wilson, Lorraine
4:00 PM – 4:30 PM	City Bureau Directors Check-in, Via Zoom, Rinehart, Tom

Fri, Nov 13

All Day Markisha - Out of Office

Mon, Nov 16

9:30 AM – 10:30 AM	1:1 Markisha and Kapua, Smith, Markisha
11:00 AM – 12:00 PM	Nickole 1:1 w/ Markisha, Smith, Markisha
3:00 PM – 3:30 PM	Fall BMP Check-in, Microsoft Teams Meeting, Bennett, Nikki
4:00 PM – 5:00 PM	Anti-Displacement Prep Meeting (via zoom), Durbin, Andrea

Tue, Nov 17

8:00 AM – 9:00 AM	OEHR/BHR Check In, Teams Meeting, Bless, Cathy
9:30 AM – 10:00 AM	LGBTQIA+ Policy Analyst Check In Palmer, Matthew
10:00 AM – 12:00 PM	Anti-Displacement Coalition & Bureau Directors, Durbin, Andrea
11:00 AM – 12:00 PM	Prequalification Board Meeting (PB Med 8 ppl AV - Rm 1021), Purchasing, General
1:00 PM – 2:00 PM	(Zoom) Dr. Markisha Smith, Office of Equity & Human Rights (OEHR) Director, weekly (Cynthia), Fritz, Amanda
2:30 PM – 3:00 PM	1:1 Markisha and Jeff, Microsoft Teams Meeting, Smith, Markisha
3:00 PM – 3:30 PM	HR/OEHR Check-In, Teams, Lane, Anita
4:00 PM – 4:30 PM	City Bureau Directors Check-in, Via Zoom, Rinehart, Tom

Wed, Nov 18

9:00 AM – 10:00 AM	Disability Equity Resolution
10:00 AM – 11:00 AM	Rescheduled 1:1 w/ Danielle, Microsoft Teams Meeting, Brooks, Danielle
1:00 PM – 1:30 PM	Mayor's Office CBO OEHR Civic Life: fall bump reinvestment follow up, zoom, Williams, Tia
1:30 PM – 2:00 PM	mini check in, Microsoft Teams Meeting, Mowry, Judith
3:00 PM – 4:30 PM	Monthly joint Equity Managers/OEHR meeting, Microsoft Teams Meeting, Duong, Thuan

Thu, Nov 19

8:00 AM – 8:30 AM	BHR/OEHR Check-in, Microsoft Teams Meeting, Cole, Michelle
10:00 AM – 12:00 PM	RBA 2020 Cohort Session 7 Final - Group A, Zoom, Dessou, Koffi
10:30 AM – 12:00 PM	Citywide COVID-19 Information Coordination Meeting, Microsoft Teams Meeting, Nerwal, Rachit
1:30 PM – 2:00 PM	Tom/ Markisha Monthly Meetings (2020), Zoom, Rinehart, Tom
4:00 PM – 4:30 PM	City Bureau Directors Check-in, Via Zoom, Rinehart, Tom

Fri, Nov 20

All Day Markisha - Out of Office

Mon, Nov 23

9:00 AM – 9:30 AM Interview for Commissioner video, Buterbaugh, Reed
9:00 AM – 10:00 AM Video Recording Session
11:00 AM – 12:00 PM Karena & Dr. Smith, support@hooksglobal.com
1:00 PM – 3:00 PM MEETING: PPA Bargaining Management Meeting, Blanco Chapin, Amaya

Tue, Nov 24

All Day Markisha - Out of Office

Wed, Nov 25

All Day Markisha - Out of Office

Thu, Nov 26

All Day Markisha – Out of Office

Fri, Nov 27

All Day Markisha - Out of Office

Mon, Nov 30

All Day Markisha – Out of Office

December 2020 Calendar – Office of Equity and Human Rights – Dr. Markisha Smith, Director

Tue, Dec 1

9:00 AM – 10:00 AM MEETING: Discuss PPA Bargaining, Blanco Chapin, Amaya
9:30 AM – 11:30 AM WORK SESSION: Language Pay Differential Policy, Link in appointment, Wheeler, Ted
11:30 AM – 12:30 PM CAAN Always Eat Together Lunch Meeting, Microsoft Teams Meeting, Brannon, Jay
1:00 PM – 2:00 PM (Conference line) Dr. Markisha Smith, Office of Equity & Human Rights (OEHR) Director, weekly (Cynthia), Fritz, Amanda
3:00 PM – 3:30 PM HR/OEHR Check-In, Teams, Lane, Anita
3:30 PM – 4:00 PM Mark Jackson Check-In, Microsoft Teams Meeting, Smith, Markisha
4:00 PM – 4:30 PM City Bureau Directors Check-in, Via Zoom, Rinehart, Tom

Wed, Dec 2

9:00 AM – 9:30 AM Introductions to the new City Arts Manager/ Dr. Smith, Microsoft Teams, Oppenheim, Shoshanah
9:30 AM – 10:00 AM Check-In: PDX Yellow Cab, Microsoft Teams Meeting, Smith, Markisha
10:00 AM – 11:00 AM Judith/Markisha check in, Microsoft Teams Meeting, Mowry, Judith
1:30 PM – 2:00 PM Check-in re: LGBTQIA+ Policy Analyst Position, Palmer, Matthew
2:30 PM – 3:00 PM Weekly Check-In for Recruitments & Other Actions, Microsoft Teams Meeting, Lane, Anita
3:00 PM – 4:30 PM Equity Manager Weekly Meeting , Microsoft Teams Meeting, Duong, Thuan
5:00 PM – 6:30 PM Female Bureau Director Zoom HH/Goodbyes for Tracy and Elizabeth , Durbin, Andrea
6:00 PM – 7:00 PM Ashlie Grundy and Markisha Check-In

Thu, Dec 3

8:00 AM – 8:30 AM BHR/OEHR Check-in, Microsoft Teams Meeting, Cole, Michelle
9:00 AM – 9:30 AM PPB Equity Analyst Position Check-In, Microsoft Teams Meeting, Smith, Markisha
9:30 AM – 10:00 AM Open Letter to Wheeler, State of Black Femmes Response meeting, Microsoft Teams Meeting, Blair, Aja
10:00 AM – 11:00 AM Mtg: Director's Racial Equity Plan #5 , Microsoft Teams Meeting, Rhee, Suk
11:15 AM – 11:45 AM Koffi - Markisha check in, Microsoft Teams Meeting, Dessou, Koffi
12:00 PM – 1:00 PM Bureau Directors Monthly Meeting, Zoom, Rinehart, Tom
1:00 PM – 4:00 PM Interview Panel: Human Resources People and Culture Strategist (Analyst IV) Position Zoom Meeting, BHR Communications
2:00 PM – 4:00 PM FY 2021-22 Budget Kick-off [Zoom link attached], City Budget Office

Fri, Dec 4

All Day Markisha - Out of Office

Mon, Dec 7

9:00 AM – 12:00 PM Leadership Training - Unit 2 Microaggressions and Race/Intervention, Moore, Janice
9:30 AM – 2:30 PM FP & R Training, Smith, Markisha
1:00 PM – 2:00 PM Monthly BHR Equity Meeting Zoom Meeting, BHR Communications
2:00 PM – 4:00 PM MEETING: PPA Management Meeting, Blanco Chapin, Amaya

Tue, Dec 8

10:00 AM – 11:30 AM Office of Equity Staff Meeting

1:00 PM – 2:00 PM	(Conference line) Dr. Markisha Smith, Office of Equity & Human Rights (OEHR) Director, weekly (Cynthia), Fritz, Amanda
2:00 PM – 2:30 PM	1:1 Check-in Claudia and Markisha, Smith, Markisha
4:00 PM – 4:30 PM	City Bureau Directors Check-in, Via Zoom, Rinehart, Tom
5:00 PM – 6:00 PM	Regional DEI Leaders Call , Zoom, Raahi Reddy

Wed, Dec 9

9:00 AM – 10:00 AM	Danielle 1:1 Check-in, Smith, Markisha
1:30 PM – 2:30 PM	Yolanda 1:1 check-in , Markisha's office, Smith, Markisha
3:00 PM – 4:00 PM	Karena & Dr. Smith, support@hooksglobal.com
4:00 PM – 4:30 PM	ecc/courtney duke: quick check in, Microsoft Teams Meeting, Duke, Courtney

Thu, Dec 10

10:30 AM – 12:00 PM	P&D Directors Monthly Meeting, Durbin, Andrea
1:30 PM – 2:30 PM	Tatiana 1:1 w/ Markisha, Markisha's Office, Smith, Markisha
4:00 PM – 4:30 PM	Canceled: City Bureau Directors Check-in, Via Zoom, Rinehart, Tom

Fri, Dec 11

All Day	Markisha - Out of Office
8:30 AM – 9:00 AM	Markisha/Rudy DEI Check In, Microsoft Teams Meeting, RIVERA-LINDSTROM
10:00 AM – 11:30 AM	Invitation: Multnomah County Black COVID Response Meeting @ Fri Dec 11, 2020 10am - 11:30am (PST) (markisha.smith@portlandoregon.gov)
12:00 PM – 12:30 PM	Help Processing RBA Invoice #16, Microsoft Teams Meeting, Smith, Markisha

Mon, Dec 14

9:30 AM – 10:30 AM	1:1 Markisha and Kapua, TBD, Smith, Markisha
11:00 AM – 12:00 PM	CJ 1:1 w/ Markisha, Smith, Markisha
1:00 PM – 3:00 PM	Black Space, Mowry, Judith
4:00 PM – 5:00 PM	Dr. Smith and Karena, karena@hooksglobal.com

Tue, Dec 15

10:00 AM – 10:30 AM	Koffi-Markisha check in on Budget Equity Tool, Microsoft Teams Meeting, Dessou, Koffi
11:00 AM – 12:00 PM	Prequalification Board Meeting (PB Med 8 ppl AV - Rm 1021), Purchasing, General
11:30 AM – 12:00 PM	Charter Commission / OEHR Meier, Julia
1:00 PM – 2:00 PM	(Conference line) Dr. Markisha Smith, Office of Equity & Human Rights (OEHR) Director, weekly (Cynthia), Fritz, Amanda
2:30 PM – 2:45 PM	Dr. Smith/Kimberly Phone Call, Branam, Kimberly
2:30 PM – 3:30 PM	Budget Equity Tool Training [Zoom Link], City Budget Office
4:00 PM – 4:30 PM	City Bureau Directors Check-in, Via Zoom, Rinehart, Tom

Wed, Dec 16

10:00 AM – 11:00 AM	LGBTQIA+ Policy Analyst Check In, Palmer, Matthew
10:30 AM – 11:30 AM	Check-in, Skype, Bennett, Nikki
11:30 AM – 12:00 PM	Check in Judith and Markisha, Microsoft Teams Meeting, Mowry, Judith

1:15 PM – 1:45 PM HR/OEHR Check-In, Teams, Lane, Anita
2:00 PM – 3:00 PM 1:1 Markisha and Grace Labrador-Hallett, Microsoft Teams Meeting, Smith, Markisha
2:30 PM – 3:00 PM Weekly Check-In for Recruitments & Other Actions, Microsoft Teams, Lane, Anita
3:00 PM – 4:30 PM Monthly joint Equity Managers/OEHR meeting, Microsoft Teams Meeting, Duong, Thuan

Thu, Dec 17

8:00 AM – 8:30 AM BHR/OEHR Check-in, Microsoft Teams Meeting, Cole, Michelle
10:00 AM – 11:00 AM Jonathan 1:1 Check-in, Markisha's office, Smith, Markisha
10:30 AM – 11:00 AM BHR & Equity, Microsoft Teams Meeting, Cole, Michelle
10:30 AM – 12:00 PM Citywide COVID-19 Information Coordination Meeting, Microsoft Teams, Nerwal, Rachit
12:00 PM – 1:00 PM New Hires NeoGov Process, Microsoft Teams Meeting, Smith, Markisha
12:00 PM – 2:00 PM MEETING: PPA Management Meeting, Blanco Chapin, Amaya
1:30 PM – 2:00 PM Tom/ Markisha Monthly Meetings (2020), Zoom, Rinehart, Tom
2:00 PM – 5:00 PM City Council Meeting - Thursday, December 17, 2020 2:00 p.m.
2:30 PM – 3:30 PM Budget Manual Highlights [Zoom Link], City Budget Office
4:00 PM – 4:30 PM City Bureau Directors Check-in, Via Zoom, Rinehart, Tom

Fri, Dec 18

All Day Markisha - Out of Office

Mon, Dec 21

All Day Markisha - Out of Office

Tue, Dec 22

All Day Markisha - Out of Office

Wed, Dec 23

All Day Markisha - Out of Office

Thu, Dec 24

All Day Markisha - Out of Office

10:00 AM – 10:30 AM BHR & Equity, Microsoft Teams Meeting, Cole, Michelle
11:00 AM – 12:00 PM Judith 1:1 Check-in, Markisha's office, Smith, Markisha
1:00 PM – 2:00 PM 1:1 Markisha and Leila Haile, Microsoft Teams Meeting, Smith, Markisha

Fri, Dec 25 - Thu, Dec 31

All Day Markisha - Out of Office