
Shannon Callahan, Housing Bureau Director
Monday, April 1 – Sunday, June 30, 2019

- Busy Tentative Free
 Out of Office Working Elsewhere Outside of Working Hours

April 2019

▲ **Mon, Apr 1**

- 8:00 AM – 9:00 AM PBEM Director Interviews - Bias Awareness Training
 - 11:00 AM – 4:00 PM PBEM Director Interviews - Internal Leadership Panel
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▲ **Tue, Apr 2**

- 8:00 AM – 8:30 AM Meeting with Mayor's Office Staff to discuss Screening Criteria
 - 10:30 AM – 11:30 AM Due Process Discussion with Anita Lane, Matt Farley, and Ron Zito
 - 3:00 PM – 5:00 PM Portland Housing Advisory Commission (Public Hearing for NE Killingsworth tax exemption)
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▲ **Thu, Apr 4**

- 10:30 AM – 11:00 AM Meet with Mayor's Office Staff and Steven Holt
 - 11:30 AM – 1:00 PM Bureau Directors' Meeting
 - 1:00 PM – 1:30 PM Check-in with Kimberly Branam (Executive Director, Prosper Portland)
 - 5:30 PM – 6:00 PM (via phone) Prep call with the Joint Office of Homeless Services for budget forum
 - 6:30 PM – 8:30 PM Bond Oversight Committee Meeting at IRCO Community Center
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▲ **Fri, Apr 5**

- 9:00 AM – 9:30 AM (via phone) Weekly Public Information Office check-in
 - 9:30 AM – 10:30 AM Weekly meeting with Michael Buonocore, Executive Director, Home Forward
 - 11:00 AM – 11:30 AM (via phone) Budget forum staff check-in with Mayor's Office staff
 - 12:00 PM – 1:00 PM Meeting with Wendy Hain, Office of the City Attorney
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▲ **Sat, Apr 6**

- 10:00 AM – 12:00 PM Community Work Session on Housing and Homelessness with public testimony

▲ **Mon, Apr 8**

- 9:30 AM – 10:30 AM PHB, Metro and Home Forward
- 10:45 AM – 11:30 AM Weekly check-in with Cupid Alexander, Mayor's Office
- 6:00 PM – 8:30 PM EPAP Housing Sub-Committee

▲ **Tue, Apr 9**

- 9:30 AM – 10:00 AM Check-in with Commissioner Fish
- 4:30 PM – 5:00 PM Broadway Corridor - Concept Evaluation debrief and decision
- 6:30 PM – 8:30 PM Community Work Session

▲ **Wed, Apr 10**

- 2:00 PM – 3:00 PM Meeting with Audit Services to discuss Bond audit findings

▲ **Thu, Apr 11**

- 8:30 AM – 9:00 AM Meeting with Mayor's Office staff (Kristin Dennis, Cupid Alexander, Seraphie Allen) and Marc Jolin from the Joint Office of Homeless Services
- 9:30 AM – 10:20 AM Meeting with Chris Warner, PBOT Director
- 10:30 AM – 12:00 PM P&D Directors Meeting
- 5:00 PM – 6:00 PM Meeting with Sarah Zahn, former Chair of the Portland Housing Advisory Commission (PHAC)

▲ **Fri, Apr 12**

- 9:00 AM – 9:30 AM (*via phone*) Weekly Public Information Office check-in
- 3:00 PM – 4:00 PM Data Planning: Joint Office of Homeless Services, Multnomah County, and Portland Housing Bureau

▲ **Mon, Apr 15**

- 10:45 AM – 11:30 AM Weekly check-in with Cupid Alexander, Mayor's Office
- 1:30 PM – 2:00 PM Meeting to discuss Kaiser Housing Initiative
- 2:00 PM – 2:45 PM Meeting with Mayor Wheeler to discuss budget requests

▲ **Tue, Apr 16**

- 9:00 AM – 4:30 PM Session #3 – Results-Based Accountability Cohort Training
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▲ **Wed, Apr 17**

- 1:00 PM – 2:00 PM Participate in Congresswoman Bonamici's Housing Listening Session
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▲ **Thu, Apr 18**

- 1:30 PM – 2:00 PM Meeting with Stef Kondor, Related NW
 - 3:00 PM – 4:00 PM PHB/Prosper Portland Monthly check-in
 - 4:00 PM – 4:30 PM Meeting with Mayor Wheeler, Cupid Alexander, and Marc Jolin
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▲ **Fri, Apr 19**

- 9:00 AM – 9:30 AM (*via phone*) Weekly Public Information Office check-in
 - 1:00 PM – 2:00 PM Meeting with Ron Zito (Employee Relations) and Matt Farley (City Attorney's Office)
 - 2:30 PM – 3:30 PM Meeting with Jessica Chanay (Dir. of Research & Engagement, HereTogether)
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▲ **Mon, Apr 22**

- 10:45 AM – 11:30 AM Weekly check-in with Cupid Alexander, Mayor's Office
 - 1:30 PM – 2:00 PM Intro Meeting with Community Development Partners
 - 2:00 PM – 2:30 PM Meeting with Brandi Tuck, Executive Director, Portland Homeless Family Solutions
 - 5:30 PM – 6:30 PM Meeting with Peggy Brey (Dir., Department of County Human Services)
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▲ **Tue, Apr 23**

- 10:00 AM – 10:30 AM Meeting with Rob Justus (Principal, Home First Development)
 - 1:20 PM – 1:50 PM Metro check-in (rescheduled from April 17)
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▲ **Wed, Apr 24**

- 10:10 AM – 11:10 AM 2019 BuildRight Presentation (w/Elissa Gertler): "What's Next? Affordable Housing Bonds"
 - 1:00 PM – 5:00 PM Equity Manager Final Interviews
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▲ **Thu, Apr 25**

- 12:00 PM – 1:00 PM Meeting with Wendy Hain, Office of the City Attorney
 - 4:00 PM – 6:00 PM Speaking Role: Orchards of 82nd Grand Opening
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▲ **Fri, Apr 26**

- 9:00 AM – 9:30 AM (via phone) Weekly Public Information Office check-in
 - 11:30 AM – 12:30 PM Check-in: OMF & PHB
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▲ **Sat, Apr 27**

- 10:00 AM – 12:00 PM 72Foster Grand Opening
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▲ **Mon, Apr 29**

- 10:45 AM – 11:30 AM Weekly check-in with Cupid Alexander, Mayor's Office
 - 4:30 PM – 7:00 PM Attend State of the City 2019
Veterans Memorial Coliseum
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▲ **Tue, Apr 30**

- 9:30 AM – 12:00 PM Spring BMP WS & Budget Kick Off
Council Chambers
 - 3:00 PM – 4:00 PM Meeting with Steve Rudman
 - 4:15 PM – 5:00 PM 5020 Condos discussion with representatives from
Proud Ground and Hacienda Community Development
Corporation
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May 2019

▲ Wed, May 1

- 9:30 AM – 9:45 AM *(via phone)*: Meeting with Margaret Salazar, Director, Oregon Housing and Community Services
- 11:30 AM – 1:00 PM Bridge Meadows Bridge Builder Award Spring Luncheon
- 4:30 PM – 5:30 PM *(via phone)* Conference call to discuss Nesika Illahee with Oscar Arana and Paul Lumley (NAYA), Michael Buonocore (Home Forward), Marc Jolin (Joint Office of Homeless Services) and Liam Frost (Multnomah County)

▲ Thu, May 2

- 8:30 AM – 9:00 AM Meeting with Mayor's Office staff (Kristin Dennis, Cupid Alexander, Seraphie Allen) and Marc Jolin from the Joint Office of Homeless Services
- 10:30 AM – 11:00 AM Check-in with Kimberly Branam (Executive Director, Prosper Portland) and Kyle Chisek (Mayor's Office)
- 11:00 AM – 11:30 AM Check-in with Kimberly Branam (Executive Director, Prosper Portland)
- 11:30 AM – 1:00 PM Bureau Directors Meeting
- 1:00 PM – 1:30 PM Meeting with Michael Buonocore, Home Forward
- 6:00 PM – 9:00 PM IRCO Asian Family Center Gala

▲ Mon, May 6

- 10:45 AM – 11:30 AM Weekly check-in with Cupid Alexander, Mayor's Office
- 12:00 PM – 1:00 PM Blumenauer meeting at Native American Youth and Family Center (NAYA)
- 2:00 PM – 4:00 PM A Home for Everyone – Executive Committee Meeting

▲ Tue, May 7

- 1:30 PM – 2:00 PM Meeting with Shannon Ruth Adkins re: proposal for investment in homeless seniors
- 3:00 PM – 5:00 PM PHAC--Portland Housing Advisory Commission
- 5:00 PM – 7:30 PM Federal Funding Annual Action Plan Hearing 2019

▲ **Thu, May 9**

- 8:30 AM – 9:00 AM Meeting with Mayor’s Office staff (Kristin Dennis, Cupid Alexander, Seraphie Allen) and Marc Jolin from the Joint Office of Homeless Services
- 10:30 AM – 12:00 PM P&D Directors Meeting
- 1:00 PM – 2:00 PM Bond Meeting Part Two at Metro, with Michael Buonocore. Jonathan Trutt and Amanda Saul (Home Forward), Jes Larson and Elissa Gertler (Metro), Liam Frost (Multnomah County), and Marc Jolin (Joint Office of Homeless Services)
- 6:00 PM – 8:00 PM N/NE Oversight Committee Meeting

▲ **Fri, May 10**

- 9:00 AM – 9:30 AM *(via phone)* Weekly Public Information Office check-in
- 9:30 AM – 10:30 AM Weekly meeting with Michael Buonocore, Executive Director, Home Forward
- 10:30 AM – 11:30 AM Meeting to discuss Bargaining implications with Jerrell Gaddis and Jamaal Anthony (Labor Relations)
- 1:00 PM – 2:00 PM Meeting with Markisha Smith, Director, Office of Equity and Human Rights

▲ **Mon, May 13**

- 3:00 PM – 4:00 PM Introductory meeting with Andrea Durbin, Director, Bureau of Planning and Sustainability
- 6:00 PM – 8:30 PM East Portland Action Plan Housing Sub-Committee

▲ **Tue, May 14**

- 9:30 AM – 11:30 AM Budget Committee Meeting (approved budget work session)
- 3:00 PM – 3:45 PM PHB / PHC meeting with Felicia Tripp and Peg Malloy

▲ **Wed, May 15**

- 12:30 PM – 1:00 PM *(via phone)* meeting with Serilda Summers-McGee
- 3:00 PM – 5:00 PM Bond Opportunity Solicitation: Mandatory Information Meeting

▲ **Thu, May 16**

- 8:30 AM – 9:00 AM Meeting with Mayor’s Office staff (Kristin Dennis, Cupid Alexander, Seraphie Allen) and Marc Jolin from the Joint Office of Homeless Services
- 1:30 PM – 2:30 PM Meeting with Nate McCoy (National Association of Minority Contractors – Oregon) to discuss PHB Bond Community Concern Letter
- 3:00 PM – 3:30 PM Check-in with Kimberly Branam (Executive Director, Prosper Portland)
- 3:30 PM – 4:30 PM PHB/Prosper Portland Monthly Check-In

▲ **Fri, May 17**

- 9:00 AM – 9:30 AM (*via phone*) Weekly Public Information Office check-in
- 9:30 AM – 10:30 AM Weekly meeting with Michael Buonocore, Executive Director, Home Forward
- 11:30 AM – 12:15 PM Meeting with Wendy Hain, Office of the City Attorney
- 1:00 PM – 2:00 PM HMIS Conversation with Margaret Salazar (HCS) and Doug Carlson (HUD)
- 2:00 PM – 3:00 PM Bi-monthly check-in with Margaret Salazar, Director, Oregon Housing and Community Services

▲ **Mon, May 20**

- 10:45 AM – 11:30 AM Weekly check-in with Cupid Alexander, Mayor’s Office
- 4:00 PM – 4:30 PM Bi-monthly check-in with Commissioner Fritz

▲ **Tue, May 21**

- 12:00 PM – 1:00 PM Meeting at Mayor's Office
- 2:00 PM – 3:00 PM Meeting with City Attorney’s Office to discuss 30th/Powell easement strategy

▲ **Wed, May 22**

- 5:30 PM – 8:30 PM PHC Farewell Social for Felicia Tripp-Folsom

▲ **Thu, May 23**

- 10:00 AM – 11:00 AM Meeting to discuss Kaiser Rx Home Fund with the Mayor’s Office and representatives from Kaiser

▲ **Fri, May 24**

- 8:00 AM – 9:00 AM Meet with Chris Warner, PBOT / Shannon Callahan, PHB / Kimberly Branam, Prosper / Staff RE: Gateway LID's
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▲ **Mon, May 27**

■ 7:30 AM – 5:30 PM Memorial Day Holiday – Out of Office

▲ **Tue, May 28**

■ 1:00 PM – 2:00 PM Meeting with Mayor’s Office to discuss DePaul Treatment Center

■ 3:00 PM – 3:30 PM Meeting with Wendy Hain (Office of the City Attorney) re: Conflict of Interest

▲ **Wed, May 29**

■ 9:30 AM – 10:30 AM Meeting at Native American Youth and Family Center (NAYA) to discuss Nesika Illahee

■ 12:00 PM – 12:45 PM Meeting with Mayor’s Office Staff (Kristin Dennis, Andrea Valderrama, Mustafa Washington) and City Attorney

▲ **Thu, May 30**

■ 8:30 AM – 9:00 AM Meeting with Mayor’s Office staff (Kristin Dennis, Cupid Alexander, Seraphie Allen) and Marc Jolin from the Joint Office of Homeless Services

■ 12:00 PM – 1:00 PM Bonds and Ballot Measures Discussion with Elizabeth Edwards (OGR), Chris Warner (PBOT), Ryan Gillespie (Portland Fire & Rescue), Kimberly Branam (Prosper Portland), Adena Long (Parks & Rec), Dan Eisenbeis (State Government Relations), and Jennifer Cooperman (OMF)

■ 2:30 PM – 3:30 PM Meeting w/ Hays Witt & Vivian Satterfield

▲ **Fri, May 31**

■ 9:00 AM – 9:30 AM (*via phone*) Weekly Public Information Office check-in

June 2019

▲ Tue, Jun 18

- 10:00 AM – 11:00 AM (via phone): Call with Senator Wyden's Staff re: Housing Policies
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▲ Wed, Jun 19

- 1:30 PM – 2:00 PM Data Sharing Check-in
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▲ Thu, Jun 20

- 9:00 AM – 10:00 AM PHB / Government Relations Follow-up Discussion
 - 2:00 PM – 2:30 PM Monthly check-in with Tom Rinehart, CAO, Office of Management & Finance
 - 5:30 PM – 8:00 PM Woody Guthrie Place Grand Opening Celebration
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▲ Fri, Jun 21

- 9:00 AM – 9:30 AM (via phone) Weekly Public Information Office check-in
 - 9:30 AM – 10:30 AM Weekly meeting with Michael Buonocore, Executive Director, Home Forward
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▲ Mon, Jun 24

- 11:00 AM – 11:30 AM Weekly check-in with Cupid Alexander, Mayor's Office
 - 1:00 PM – 1:30 PM (via phone): Prep call to discuss PolicyLink site visit
 - 2:00 PM – 3:00 PM Meeting with Commissioner Eudaly
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▲ Tue, Jun 25

- 11:00 AM – 12:00 PM Meeting with Martha Pellegrino
 - 2:00 PM – 5:00 PM Broadway Corridor Steering Committee
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▲ Wed, Jun 26

- 8:45 AM – 12:30 PM HUD program briefing
- 1:30 PM – 2:00 PM Meeting with Mark Strong to discuss Purchase and Sale Agreement
- 2:30 PM – 3:30 PM Monthly check-in with Andrea Durbin, Director, Bureau of Planning and Sustainability
- 4:30 PM – 5:30 PM Meeting with Margot Black (RSC Commissioner)

▲ **Thu, Jun 27**

- 10:00 AM – 11:00 AM Meeting with Wells Fargo to discuss Neighborhood LIFT 2019 (Chabre Vickers, Andrew Tweedie, Cupid Alexander, Shannon Callahan)
- 11:15 AM – 12:00 PM Housing Model Presentation from Larry Jackson and James Mason

▲ **Fri, Jun 28**

- 9:00 AM – 9:30 AM (*via phone*) Weekly Public Information Office check-in
 - 9:30 AM – 10:30 AM Weekly meeting with Michael Buonocore, Executive Director, Home Forward
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