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**Shannon Callahan, Housing Bureau Director**Monday, July 1, 2019 – Monday, September 30, 2019


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



**July 2019****▲ Mon, Jul 1**

-  10:45 AM – 11:30 AM Check-in with Cupid Alexander, Mayor's Office liaison to Housing Bureau


**▲ Tue, Jul 2**

-  10:15 AM – 11:00 AM Meeting to discuss DCTU contract and timekeeping overview with Jamaal Anthony, Labor Relations

**▲ Wed, Jul 3**

-  1:30 PM – 2:00 PM KATU interview
-  2:30 PM – 3:15 PM (*via phone*): 106 & Halsey Conversation (prep for City Council): PHB and Prosper Portland



**▲ Thu, Jul 4**

-  Independence Day Holiday


**▲ Fri, Jul 5**

-  Out of Office




**▲ Mon, Jul 8**

-  9:00 AM – 9:15 AM (*via phone*) Discussion with Margaret Salazar, Director, Oregon Housing and Community Services
-  6:00 PM – 8:30 PM EPAP Housing Sub-Committee

**▲ Tue, Jul 9**

-  2:00 PM – 4:00 PM Blackburn Center Grand Opening (Speaking Role - speaking after Mayor)

**▲ Thu, Jul 11**

-  10:00 AM – 10:30 AM Meeting: Shannon Callahan and Jennifer Cooperman
-  10:30 AM – 12:30 PM P&D Directors Meeting
-  3:30 PM – 4:30 PM Bond Opportunity Solicitation Review Committee Kick Off and Orientation meeting

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▲ **Fri, Jul 12**

- 8:15 AM – 8:45 AM Meeting with Mayor’s Office staff and Marc Jolin from the Joint Office of Homeless Services
- 9:00 AM – 9:30 AM (*via phone*) Public Information Office
- 11:00 AM – 12:00 PM PHB/Bridge Housing Meeting re: Parcel 3 Phase 2 and Oak Collective (CES project)
- 1:00 PM – 1:45 PM Meeting with Mayor’s Office and Affordable Housing Partners

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▲ **Mon, Jul 15**

- 2:00 PM – 3:00 PM Meeting to discuss OneApp Oregon with representatives from OneApp, Community Alliance of Tenants, Multifamily NW, and Oregon Law Center
- 4:30 PM – 5:00 PM Rental Registration Fee Briefing with Mayor’s Office Staff, PHB, and Revenue Bureau

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▲ **Tue, Jul 16**

- 12:30 PM – 1:00 PM (*via phone*): Conversation with Commissioner Fish
- 4:15 PM – 5:00 PM Meeting to discuss easement issue with City Attorney staff

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▲ **Wed, Jul 17**

- 9:00 AM – 10:00 AM Meeting with Jes Larson, former BOC Commissioner
- 1:00 PM – 2:00 PM Meeting to discuss Walnut Park Project with Cascadia Partners
- 2:30 PM – 3:00 PM Check-in with Tom Rinehart, CAO, Office of Management & Finance
- 3:30 PM – 4:00 PM (*via phone*) Check-in with Kimberly Branam (Executive Director, Prosper Portland)

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▲ **Thu, Jul 18**

- 9:00 AM – 11:00 AM Bond Oversight Committee Meeting
- 11:30 AM – 1:00 PM Bureau Directors Meeting
- 1:30 PM – 3:00 PM PolicyLink and City leadership work session

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▲ **Fri, Jul 19**

- 9:00 AM – 12:00 PM PolicyLink workshop on equitable development without displacement
  - 9:30 AM – 10:30 AM Meeting with Michael Buonocore, Executive Director, Home Forward
  - 2:30 PM – 3:30 PM PHB/Housing Oregon (Brian Hoop, Trell Anderson)
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▲ **Sat, Jul 20**

- ☐ 11:00 AM – 2:00 PM Oak Leaf Mobile Home Park Welcome Home Party (speaking at approx. 12:00 - 12:03)
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▲ **Mon, Jul 22**

- 8:00 AM – 9:00 AM Meeting with Marc Jolin, Joint Office of Homeless Services
  - 2:00 PM – 3:00 PM Meeting to discuss 3000 Powell with Ken Bauman, Terry Emmert, and Adrienne DelCotto (City Attorney's Office)
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▲ **Tue, Jul 23**

- 9:00 AM – 10:00 AM Meeting with Jamaal Anthony and PHB managers to discuss DCTU contract and timekeeping overview
  - 3:00 PM – 4:00 PM Meeting with Frieda Christopher, Co-Chair, EPAP Housing Committee
  - 5:10 PM – 5:25 PM (*via phone*): Serilda Summers-McGee / Shannon Callahan
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▲ **Wed, Jul 24**

- 3:30 PM – 4:30 PM Tour of Vibrant! with Julie Garver
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▲ **Thu, Jul 25**

- 9:00 AM – 10:00 AM Meeting: PHB, PBDG, Cupid Alexander (Mayor's Office)
  - 1:00 PM – 2:00 PM Check-in: PHB/Prosper Portland
  - 2:30 PM – 3:30 PM Check-in: Andrea Durbin / Shannon Callahan
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▲ **Fri, Jul 26**

- 9:00 AM – 9:30 AM (*via phone*) Public Information Office
  - 1:00 PM – 2:00 PM Meeting: Shannon Callahan and Tia Williams, Mayor's Office Staff
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▲ **Mon, Jul 29**

- 9:30 AM – 12:30 PM Session #6 – Results-Based Accountability (RBA) Cohort, Video Conference with Erika Bernabie
- 11:15 AM – 11:45 AM Meet with Mayor's Office re: Rental Registration
- 1:30 PM – 2:00 PM Meeting: Commissioner Fritz / Shannon Callahan
- 2:30 PM – 3:30 PM Meeting with Katrina Holland, Community Alliance of Tenants

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▲ **Tue, Jul 30**

- 11:30 AM – 12:00 PM Bond Audit Entrance Conference
- 12:30 PM – 1:30 PM Meeting with new PHAC Commissioner Jessy Ledesma
- 2:30 PM – 3:30 PM Meeting #2 to discuss 3000 Powell with Ken Bauman, PHB, and representatives from Emmert International and the City Attorney's Office

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▲ **Wed, Jul 31**

- 10:00 AM – 10:30 AM (*via phone*): Check-in on rental registration with Thomas Lannom, Revenue Bureau

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August 2019

▲ **Thu, Aug 1**

- 11:30 AM – 1:00 PM Bureau Directors Meeting
- 1:00 PM – 1:30 PM Check-in: Tia Williams, Mayor's Office, and Shannon Callahan
- 3:00 PM – 4:00 PM Meeting with Kymberly Horner, new Executive Director of PCRI, and Nate McCoy, PHAC Commissioner

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▲ **Fri, Aug 2**

- 8:30 AM – 9:00 AM Meeting with Mayor's Office staff (Cupid Alexander, Seraphie Allen, Tia Williams) and Marc Jolin from the Joint Office of Homeless Services
- 9:00 AM – 9:30 AM (*via phone*) Public Information Office
- 9:30 AM – 10:30 AM Check-in with Michael Buonocore, Executive Director, Home Forward
- 12:00 PM – 1:00 PM Meeting with former Commissioner Dan Saltzman

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▲ **Mon, Aug 5**

- 10:45 AM – 11:30 AM Check-in with Tia Williams, Mayor's Office liaison to Housing Bureau
- 1:00 PM – 2:00 PM BDS/Housing Bureau re: Rental Registration
- 3:00 PM – 4:00 PM Meeting with Daniel Field and Ruth Adkins of Kaiser Permanente to discuss KP land parcel/ senior housing

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▲ **Tue, Aug 6**

- 3:00 PM – 5:00 PM Portland Housing Advisory Commission (PHAC) meeting

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▲ **Wed, Aug 7**

- 2:00 PM – 2:30 PM Check-in with Tom Rinehart, CAO, Office of Management & Finance
- 5:00 PM – 7:00 PM Nat'l Night Out Event: The Ellington - food, face painting, goats, watermelon carving

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▲ **Thu, Aug 8**

- 10:30 AM – 11:30 AM P&D Directors Meeting
- 6:00 PM – 8:30 PM Public Hearing on Mandatory Rental Relocation Rules, IRCO Community Center

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▲ **Fri, Aug 9**

- 9:00 AM – 9:30 AM (*via phone*) Public Information Office
- 1:00 PM – 2:00 PM Bond Update Meeting - PHB and Home Forward

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▲ **Mon, Aug 12**

- 10:45 AM – 11:30 AM Check-in with Tia Williams, Mayor's Office liaison to Housing Bureau
- 2:00 PM – 3:00 PM Meeting to discuss 3000 Powell with City Attorney's Office
- 6:00 PM – 8:30 PM EPAP Housing Sub-Committee

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▲ **Tue, Aug 13**

- 10:00 AM – 10:30 AM Meeting with Cody Romero, Brink Communications
- 11:15 AM – 12:00 PM Meeting with Christina Malamut and Severin Campbell – Bond Audit
- 12:30 PM – 1:30 PM Meeting with Stef Kondor, new PHAC Commissioner
- 2:30 PM – 3:00 PM Meeting with Audit Services to discuss the Lents audit
- 3:00 PM – 3:30 PM (*via phone*): Shannon Callahan and Michelle Cole
- 4:15 PM – 5:00 PM Meeting with Mayor's Office Staff (Tia Williams and Samuel Diaz): IH prep discussion

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▲ **Wed, Aug 14**

- 8:30 AM – 9:30 AM Meeting: Shannon Callahan and Peggy Brey, Director, Department of County Human Services
- 9:45 AM – 11:00 AM Speak at Mayor's Press Conference (Stand Against Hate)
- 1:00 PM – 2:00 PM Meeting with Trell Anderson, ED, Northwest Housing Alternatives

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▲ **Thu, Aug 15**

- 12:00 PM – 5:00 PM Community Review and Interviews for PHB-Owned Bond Opportunity Solicitation Project Proposals
  - 2:00 PM – 3:00 PM Meeting to discuss DePaul Treatment Center: Shannon Callahan, Kimberly Branam (Prosper Portland), Kristin Dennis (Mayor's Office)
  - 3:00 PM – 3:30 PM Check-in with Kimberly Branam (Executive Director, Prosper Portland)
  - 3:30 PM – 4:30 PM Check-in: PHB/Prosper Portland
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▲ **Fri, Aug 16**

- 9:00 AM – 9:30 AM *(via phone)* Public Information Office
  - 1:00 PM – 1:45 PM Meeting with Tiffani Penson
  - 2:00 PM – 3:00 PM Meeting with Commissioner Eudaly's Office re: admin rules for FAIR
  - 3:15 PM – 4:15 PM Meeting with Suk Rhee, Director, Office of Community and Civic Life
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▲ **Mon, Aug 19**

- 8:00 AM – 9:00 AM Meeting: Shannon Callahan and Marc Jolin, Joint Office of Homeless Services
  - 3:00 PM – 5:00 PM Healthy Communities Coalition CBA Negotiations
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▲ **Tue, Aug 20**

- 3:00 PM – 3:30 PM *(via phone)*: Serilda Summers-McGee /Shannon Callahan
  - 4:00 PM – 4:15 PM *(via phone)*: check-in with Tom Rinehart, CAO, Office of Management and Finance
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▲ **Wed, Aug 21**

- 8:30 AM – 2:00 PM Community Review and Interviews for Scattered Site Bond Opportunity Solicitation Proposals
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▲ **Thu, Aug 22**

- 8:30 AM – 2:00 PM Community Review and Interviews for East Portland Bond Opportunity Solicitation Proposals
- 12:00 PM – 1:00 PM Meeting with Fernando Velez, new PHAC Commissioner
- 2:30 PM – 3:30 PM Check-in: Andrea Durbin (Director, Planning and Sustainability) and Shannon Callahan
- 4:30 PM – 5:00 PM Meeting with Mayor's Office Staff (Kristin Dennis, Cupid Alexander, and Seraphie Allen)

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▲ **Fri, Aug 23**

- 9:00 AM – 9:30 AM (via phone) Public Information Office
- 9:30 AM – 10:30 AM BHR/Housing Discussion with Serilda Summers-Mc Gee
- 11:30 AM – 12:30 PM Jennifer Cooperman / Shannon Callahan
- 1:00 PM – 2:00 PM RIP/BHD presentation to PHB management team
- 2:30 PM – 3:30 PM Check-in with Tia Williams, Mayor's Office Staff
- 4:00 PM – 5:00 PM Meeting with Vivian Satterfield

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▲ **Sat, Aug 24**

- 7:00 PM – 9:00 PM International Night Market, PCC SE Campus

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▲ **Mon, Aug 26**

- 10:45 AM – 11:30 AM Check-in with Tia Williams, Mayor's Office liaison to Housing Bureau
- 2:00 PM – 4:00 PM AHFE Executive Committee Meeting

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▲ **Tue, Aug 27**

- 2:30 PM – 3:00 PM (via phone): Discussion with Marc Jolin, Joint Office of Homeless Services
- 3:30 PM – 4:00 PM Meeting with Commissioner Hardesty re: affordable housing

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▲ **Wed, Aug 28**

- 11:30 AM – 12:45 PM Serilda Summers-McGee Farewell
- 6:00 PM – 8:30 PM EPAP Homecoming Picnic & General Meeting

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▲ **Thu, Aug 29**

- 8:30 AM – 9:00 AM Meeting with Mayor's Office staff (Seraphie Allen, Tia Williams) and Marc Jolin from the Joint Office of Homeless Services
  - 9:00 AM – 9:30 AM Meet with Mayor's Office Staff re: Bond Solicitation Briefing
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## September 2019

### ▲ Mon, Sep 2

Labor Day Holiday

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### ▲ Tue, Sep 3

- 9:30 AM – 11:30 AM Work Session: Housing Opportunities (RIP, Better Housing by Design, Anti-Displacement)
  - 12:00 PM – 1:00 PM Check-in: Kimberly Branam, Shannon Callahan, Suk Rhee
  - 3:00 PM – 5:00 PM Portland Housing Advisory Commission (PHAC) meeting
  - 4:00 PM – 4:30 PM (*via phone*): Shannon Callahan / Tyrone Poole
  - 4:30 PM – 5:00 PM (*via phone*): Shannon Callahan / Homer Williams
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### ▲ Wed, Sep 4

- 11:30 AM – 11:45 AM (*via phone*): Jill Sherman (Gerding Edlen) / Shannon Callahan
  - 4:00 PM – 4:30 PM (*via phone*): PHB & OHCS Conference Call
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### ▲ Thu, Sep 5

- 9:00 AM – 10:30 AM City Bureaus & Metro Coordination
  - 10:30 AM – 11:00 AM Check-in with Kimberly Branam (Executive Director, Prosper Portland)
  - 11:00 AM – 11:30 AM Meeting with Steven Holt and Tom Rinehart to prepare for Off-Site Bureau Directors' Meeting
  - 11:30 AM – 1:00 PM Bureau Directors Meeting
  - 4:00 PM – 5:00 PM Meeting to discuss to discuss Broadway Corridor affordable housing objectives and implementation strategy with Prosper Portland
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### ▲ Fri, Sep 6

- 11:30 AM – 1:00 PM Meeting with Marc Jolin (Joint Office of Homeless Services) and Michael Buonocore (Home Forward)
- 1:00 PM – 2:00 PM Meeting to discuss Portland Housing Bond with Multnomah County Chair Deborah Kafoury and Marc Jolin (Joint Office of Homeless Services)
- 3:30 PM – 5:00 PM LISAH launch event



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▲ **Mon, Sep 9**

- 10:45 AM – 11:30 AM Check-in with Tia Williams, Mayor's Office liaison to Housing Bureau
- 2:00 PM – 2:45 PM Meeting with Patrick Starks, Partner Opportunity Zone Advisors (OZA) LLC

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▲ **Tue, Sep 10**

- 10:00 AM – 10:30 AM Meeting with Commissioner Fish
- 11:00 AM – 12:00 PM Housing Opportunity Initiatives Work Session (Better Housing by Design) in Council Chambers

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▲ **Wed, Sep 11**

- 11:30 AM – 12:00 PM Check-in with Tom Rinehart, CAO, Office of Management & Finance
- 12:30 PM – 1:30 PM Meeting with Elissa Gertler, Metro Planning and Development Director
- 3:30 PM – 4:30 PM Metro Policy Council - Housing Oregon

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▲ **Thu, Sep 12**

- 9:30 AM – 10:00 AM Meet with Mayor/Mayor's Office Staff (Tia Williams)
- 10:30 AM – 12:00 PM P&D Directors Meeting
- 2:15 PM – 3:30 PM (*via phone*): Individual calls to Bond Oversight Committee Members (Susan Emmons, Todd Struble, Allan Lazo, Anneliese Koehler) re: Bond Opportunity Solicitation

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▲ **Fri, Sep 13**

- 8:00 AM – 12:00 PM Bureau Directors off-site meeting
- 2:00 PM – 3:00 PM Check-in: Margaret Salazar (Director, Oregon Housing and Community Services) and Shannon Callahan (with Molly Rogers and Julie Cody)

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▲ **Mon, Sep 16**

- 8:00 AM – 9:00 AM Meeting with Marc Jolin, Joint Office of Homeless Services
- 10:45 AM – 11:30 AM Check-in with Tia Williams, Mayor's Office liaison to Housing Bureau
- 4:00 PM – 4:30 PM Meeting with Commissioner Fritz

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▲ **Tue, Sep 17**

- 2:30 PM – 4:00 PM Bond Opportunity Solicitation Press Event with Mayor's Office

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▲ **Wed, Sep 18**

- 12:00 PM – 1:00 PM Meeting with Kaia Sand, Street Roots
- 1:30 PM – 2:00 PM Meeting with John McCulloch, McCulloch Construction
- 5:30 PM – 9:00 PM Attend Housing Oregon Awards Gala

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▲ **Thu, Sep 19**

- 12:00 PM – 1:30 PM Attend Lunch Plenary - Housing Oregon Conference
- 2:00 PM – 2:30 PM Meeting with Mayor's Office Staff and Marc Jolin, Joint Office of Homeless Services
- 3:00 PM – 3:30 PM (*via phone*): check-in with Kimberly Branam, Prosper Portland
- 6:00 PM – 8:30 PM N/NE Oversight Committee Meeting

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▲ **Fri, Sep 20**

- 9:00 AM – 9:30 AM (*via phone*) Public Information Office
- 10:30 AM – 11:30 AM Attend groundbreaking for 106/Halsey

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▲ **Mon, Sep 23**

- 8:30 AM – 9:30 AM Meeting with Liam Frost, Multnomah County Chair's Office
- 10:45 AM – 11:30 AM Check-in with Tia Williams, Mayor's Office liaison to Housing Bureau
- 12:00 PM – 1:30 PM PCRI / PHB working lunch
- 3:00 PM – 3:45 PM Meeting with Margaret Van Vliet to discuss non-profit housing design / EAH Housing Inc.

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▲ **Tue, Sep 24**

- 12:00 PM – 12:30 PM Meeting with the Office of Management and Finance to discuss Bonds & Ballot Measures (follow up to May 30 meeting)
- 2:00 PM – 5:00 PM P&D Directors Special Meeting: East Portland

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▲ **Wed, Sep 25**

- **Out of Office**

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▲ **Thu, Sep 26**

- 8:30 AM – 9:00 AM Meeting with Mayor's Office staff (Seraphie Allen, Tia Williams) and Marc Jolin from the Joint Office of Homeless Services
- 12:00 PM – 1:00 PM Meeting with Steven Holt
- 6:00 PM – 6:30 PM Shine - PCRI

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▲ **Fri, Sep 27**

- 9:00 AM – 9:30 AM (via phone) Public Information Office
- 9:30 AM – 10:30 AM Check-in with Michael Buonocore, Executive Director, Home Forward
- 2:30 PM – 3:30 PM Inter-bureau Rossi Farms conversation

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▲ **Mon, Sep 30**

- 8:00 AM – 9:00 AM Meeting with Marc Jolin, Joint Office of Homeless Services
- 11:10 AM – 11:55 AM Check-in with Tia Williams, Mayor's Office liaison to Housing Bureau