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**Shannon Callahan, Housing Bureau Director**Quarter 1, 2020: Wednesday, January 1, 2020 – Tuesday, March 31, 2020

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

**January 2020****▲ Wed, Jan 1** 8:00 AM – 5:00 PM [New Years Day Holiday](#)**▲ Thu, Jan 2** 11:00 AM – 12:00 PM Meeting with Kari Herinckx, Sen. Merkley's District Rep for Multnomah, Washington Counties**▲ Fri, Jan 3** 9:00 AM – 9:30 AM (*via phone*) Public Information Office check-in**▲ Mon, Jan 6** 1:00 PM – 5:00 PM Healthy Communities Coalition CBA Negotiations**▲ Tue, Jan 7** 7:45 AM – 9:00 AM Attend 2020 Legislative Breakfast at City Hall 10:00 AM – 10:45 AM Check-in with Tia Williams, Mayor's Office liaison to Housing Bureau 11:00 AM – 12:00 PM N/NE Housing Strategy and Preference Policy Evaluation with Prof. Amie Thurber, PSU 3:00 PM – 5:00 PM PHAC – Portland Housing Advisory Commission**▲ Wed, Jan 8** 5:30 PM – 6:30 PM Meeting with Angela Martin**▲ Thu, Jan 9** 10:30 AM – 12:00 PM P&D Directors Meeting 1:00 PM – 2:00 PM Meet with Kristin Dennis, Mayor's Office 3:00 PM – 4:00 PM Meet with Tyrone Poole, One App Oregon 6:00 PM – 8:00 PM Open House with Williams & Russell Working Group

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▲ **Fri, Jan 10**

- 9:00 AM – 9:30 AM (via phone) Public Information Office check-in
- 10:00 AM – 11:00 AM Meeting to discuss Tri-Met TOD guidelines
- 12:30 PM – 3:00 PM Prosper Portland, PHB, and Bureau of Planning and Sustainability leadership meeting
- 3:30 PM – 4:15 PM Attend quarterly meeting of Housing Oregon and Mayor's Office staff

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▲ **Mon, Jan 13**

- 8:30 AM – 9:15 AM Mayor's Office Smart Growth Meeting
- 12:00 PM – 2:00 PM Metro Bond permanent supportive housing discussion: Home Forward, PHB, Joint Office of Homeless Services

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▲ **Tue, Jan 14**

- 9:30 AM – 10:15 AM Check-in with Tia Williams, Mayor's Office liaison to Housing Bureau
- 11:30 AM – 12:00 PM *via phone*: Interview with Kris Smock (to inform Housing Oregon's strategic planning)
- 2:00 PM – 3:00 PM Discussion of LGBTQ+ Housing Opportunities with Mayor's Office staff

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▲ **Wed, Jan 15**

- 8:30 AM – 9:00 AM Check-in with Tom Rinehart, CAO, Office of Management & Finance
- 3:30 PM – 4:30 PM Check-in with Elissa Gertler

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▲ **Thu, Jan 16**

- 8:30 AM – 9:15 AM Mayor's Office meeting on Homelessness
  - 9:15 AM – 10:00 AM Check-in with Marc Jolin, Director, Joint Office of Homeless Services
  - 10:15 AM – 11:15 AM Meeting with Mayor Wheeler, Prosper Portland, and Healthy Communities Coalition (Broadway Corridor)
  - 11:30 AM – 1:00 PM Bureau Directors Monthly Meeting
  - 3:00 PM – 4:00 PM Audit Exit Conference – Lents Urban Renewal Area audit
  - 6:00 PM – 8:30 PM N/NE Oversight Committee meeting
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▲ **Fri, Jan 17**

- 9:00 AM – 9:30 AM (via phone) Public Information Office check-in
  - 9:30 AM – 10:30 AM Cathy Bless, Bureau of Human Resources
  - 12:15 PM – 1:15 PM Meet with Taylor Smiley-Wolfe, PHAC Commissioner
  - 3:00 PM – 4:00 PM Check-in with Margaret Salazar, Director, Oregon Housing and Community Services
  - 4:15 PM – 4:45 PM Meet with Mayor’s Office staff and Margaret Salazar
  - 5:00 PM – 6:00 PM Michael Buonocore, Executive Director, Home Forward
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▲ **Mon, Jan 20**

- 8:30 AM – 10:30 AM Attend Annual Skanner MLK Jr. Breakfast
  - 8:00 AM – 5:00 PM [MLK Holiday](#)
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▲ **Tue, Jan 21**

- 12:30 PM – 2:00 PM Budget Advisory Committee Meeting
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▲ **Wed, Jan 22**

- 11:00 AM – 12:00 PM Meeting to discuss Housing Bond audit draft report
  - 3:00 PM – 3:15 PM via phone: meeting with Mark Goodman
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▲ **Thu, Jan 23**

- 8:30 AM – 9:15 AM Community Conversations talking points meeting with Mayor’s Office staff
  - 12:00 PM – 1:30 PM Tour of property at 230 Ash
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▲ **Fri, Jan 24**

- 9:00 AM – 9:30 AM (via phone) Public Information Office check-in
  - 9:30 AM – 10:00 AM (via phone): PHB, BPS, and Mayor’s Office check-in on Residential Infill Project (RIP)
  - 12:00 PM – 1:00 PM Meeting with Terry Emmert and Ken Bauman
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▲ **Mon, Jan 27**

- 8:45 AM – 9:30 AM Mayor’s Office meeting on Anti-Displacement
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▲ **Tue, Jan 28**

■ 9:30 AM – 10:15 AM Check-in with Tia Williams, Mayor’s Office liaison to Housing Bureau

■ 3:00 PM – 4:00 PM Meeting with Steve Messinetti, Habitat for Humanity

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▲ **Wed, Jan 29**

■ 9:45 AM – 10:30 AM Meeting with Commissioner Eudaly and Kimberly Branam, Executive Director of Prosper Portland

■ 2:00 PM – 2:15 PM *via phone*: Meeting with Kristin Wells

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▲ **Thu, Jan 30**

■ 8:15 AM – 8:45 AM Meeting with Mayor’s Community Conversations presenters

■ 8:30 AM – 9:15 AM Mayor’s Office meeting on Homelessness

■ 11:00 AM – 12:00 PM Meeting with Kimberly Branam and PHB/Prosper Portland staff re: Broadway Corridor

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▲ **Fri, Jan 31**

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

■ 10:00 AM – 10:45 AM *via phone*: Mayor’s Community Conversations check-in

## February 2020

### ▲ Sat, Feb 1

- 9:00 AM – 12:00 PM Mayor's Community Conversations: SE Portland Homelessness meeting

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### ▲ Mon, Feb 3

- 11:00 AM – 11:30 AM Check-in with Tom Rinehart, CAO, Office of Management & Finance
- 1:00 PM – 5:00 PM Healthy Communities Coalition CBA Negotiations

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### ▲ Tue, Feb 4

- 2:00 PM – 3:00 PM Meeting with Commissioner Eudaly
- 3:00 PM – 5:00 PM Portland Housing Advisory Commission (PHAC)

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### ▲ Wed, Feb 5

- 9:00 AM – 10:30 AM Metro Housing Bond Community Oversight Committee Meeting
- 2:30 PM – 3:30 PM Meeting to discuss Metro/PHB Housing IGA
- 5:30 PM – 6:30 PM Meet with Andy Miller, Human Solutions

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### ▲ Thu, Feb 6

- 8:30 AM – 9:15 AM Mayor's Office meeting on Homelessness
- 9:30 AM – 11:30 AM Bond Oversight Committee Meeting (BOC)
- 11:30 AM – 1:00 PM Bureau Directors Monthly Meeting
- 3:30 PM – 5:00 PM Check-in with Bureau of Planning and Sustainability Director and Staff

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### ▲ Fri, Feb 7

- 9:00 AM – 9:45 AM Check-in with Michael Buonocore, Executive Director, Home Forward

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### ▲ Tue, Feb 11

- 3:00 PM – 3:30 PM Meet with Sarah Stevenson, Executive Director, Innovative Housing, Inc.
  - 4:00 PM – 4:30 PM Meet with Commissioner Fritz
  - 7:00 PM – 9:00 PM Multnomah Neighborhood Association Meeting
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▲ **Wed, Feb 12**

- 3:30 PM – 4:00 PM *via phone*: Meeting with Julia Delgado, Urban League of Portland
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▲ **Thu, Feb 13**

- 8:30 AM – 9:15 AM Mayor's Office meeting on Homelessness
  - 9:15 AM – 10:00 AM Check-in with Marc Jolin, Director, Joint Office of Homeless Services
  - 10:30 AM – 12:00 PM P&D Directors Meeting
  - 2:00 PM – 2:30 PM Meeting with Cole Merkel, Deputy Director, Outreach & Engagement, HereTogether Oregon
  - 6:30 PM – 8:30 PM Mayor's Community Conversations: Central NE Portland Homelessness Meeting
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▲ **Mon, Feb 17**

- 7:30 AM – 5:30 PM **President's Day Holiday**
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▲ **Tue, Feb 18**

- 2:30 PM – 3:00 PM PCRI development update/summary
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▲ **Wed, Feb 19**

- 3:00 PM – 4:00 PM Meeting with Sarah Stevenson, Executive Director, Innovative Housing, Inc.
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▲ **Thu, Feb 20**

- 3:00 PM – 3:30 PM Meeting with Kimberly Branam, Executive Director, Prosper Portland
  - 3:30 PM – 4:30 PM Meeting with PHB and Prosper Portland staff and directors
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▲ **Fri, Feb 21**

- 9:00 AM – 9:45 AM Check-in with Michael Buonocore, Executive Director, Home Forward
  - 10:00 AM – 11:30 AM Meeting with Bureau of Planning and Sustainability, Prosper Portland, and Portland Housing Bureau directors and staff re: RQ and SW Corridor
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▲ **Mon, Feb 24**

- 8:45 AM – 9:15 AM Mayor's Office meeting on Anti-Displacement
  - 3:00 PM – 3:20 PM *via phone*: SW Corridor IGA discussion with David Unsworth (TriMet) and Teresa Boyle
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▲ **Tue, Feb 25**

- 8:00 AM – 3:30 PM LEAD program kick-off
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▲ **Wed, Feb 26**

- 12:30 PM – 1:30 PM Broadway Corridor-specific CBA follow-up on housing
  - 3:00 PM – 3:20 PM via phone: check-in with Margaret Salazar, Director, Oregon Housing and Community Services
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▲ **Thu, Feb 27**

- 1:00 PM – 2:00 PM Faith Communities and Housing Financing follow-up meeting with Julia Nielsen, Andy Goebel, and Stephanie VanRheen (Portsmouth Union Church); Melissa Reed, Laveta Gilmore-Jones (Leaven)
  - 2:30 PM – 4:00 PM Bureau of Planning and Sustainability / PHB check-in with directors and staff
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▲ **Fri, Feb 28**

- 9:00 AM – 9:30 AM via phone: check-in with Michelle Kirby, Interim Director, Bureau of Revenue and Financial Services
  - 1:00 PM – 2:00 PM Meeting with Jes Larson, Housing Policy Program Manager, Oregon Metro
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## March 2020

### ▲ Mon, Mar 2

- 4:00 PM – 4:30 PM Check-in with Marc Jolin, Director, Joint Office of Homeless Services

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### ▲ Tue, Mar 3

- 10:00 AM – 10:45 AM Check-in with Tia Williams, Mayor's Office liaison to Housing Bureau
- 3:00 PM – 5:00 PM Portland Housing Advisory Commission (PHAC)
- 6:30 PM – 8:30 PM Mayor's Community Conversations: North Portland Homelessness Meeting

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### ▲ Thu, Mar 5

- 10:00 AM – 10:30 AM Inclusionary Housing update with Mayor's Office staff
- 10:30 AM – 11:30 AM Meeting with Kimberly Branam (Prosper Portland) and Kristin Dennis (Mayor's Office)
- 11:30 AM – 1:00 PM Bureau Directors monthly meeting
- 3:00 PM – 3:15 PM via phone: Meeting with Rebecca Esau (Director, Bureau of Development Services) re: Inclusionary Housing and proposed plan for a market analysis

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### ▲ Fri, Mar 6

- 9:00 AM – 11:00 AM Tri-County supportive housing meeting

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### ▲ Sat, Mar 7

- 9:00 AM – 12:00 PM Mayor's Community Conversations: SW Portland Homelessness Meeting

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### ▲ Mon, Mar 9

- 8:30 AM – 9:20 AM Mayor's Office Smart Growth Meeting
- 2:00 PM – 3:00 PM Check-in with Michael Buonocore, Executive Director, Home Forward
- 3:30 PM – 3:50 PM via phone: HMIS governance discussion with HUD, the Joint Office of Homeless Services, and PHB
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▲ **Tue, Mar 10**

- 9:30 AM – 10:15 AM Check-in with Tia Williams, Mayor's Office liaison to Housing Bureau
- 2:30 PM – 3:30 PM Meeting with L&H Housing Coalition and the Mayor's team
- 4:00 PM – 4:30 PM Meeting with Mayor's Office staff re: Taft Hotel

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▲ **Wed, Mar 11**

- 2:30 PM – 3:00 PM via phone: Meeting with Andrea Durbin (Director, Bureau of Planning and Sustainability) and Kimberly Branam (Executive Director, Prosper Portland)
- 4:00 PM – 5:00 PM Housing Oregon Policy Council meeting

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▲ **Thu, Mar 12**

- 9:30 AM – 12:30 PM Portland Housing Bureau Budget Work Session
- 12:00 PM – 1:00 PM Bureau Directors meeting to discuss COVID-19

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▲ **Mon, Mar 16**

- 4:00 PM – 4:15 PM City Directors check-in opportunity

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▲ **Tue, Mar 17**

- 9:30 AM – 10:15 AM via phone: Check-in with Tia Williams, Mayor's Office liaison to Housing Bureau
- 3:00 PM – 4:00 PM via phone: COVID-19 discussion with Bureau of Emergency Management
- 4:00 PM – 4:15 PM City Directors check-in opportunity

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▲ **Wed, Mar 18**

- 10:00 AM – 10:30 AM Via phone: Meeting with Kymberly Horner, Executive Director, PCRI
- 11:00 AM – 12:00 PM Via Zoom: Economic Impact Action Committee Meeting
- 4:00 PM – 4:15 PM via Skype: City Directors check-in opportunity

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▲ **Thu, Mar 19**

- 9:15 AM – 10:00 AM Via phone: Check-in with Marc Jolin, Director, Joint Office of Homeless Services
- 11:00 AM – 12:00 PM Via Zoom: Economic Impact Action Committee Meeting

- 2:00 PM – 2:30 PM via phone: Meeting with Ed Blackburn (church coalition)
  - 4:00 PM – 4:15 PM via Skype: City Directors check-in opportunity
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▲ **Fri, Mar 20**

- 9:00 AM – 11:00 AM Zoom meeting: Supportive Housing Services Implementation
  - 11:00 AM – 12:00 PM Via Zoom: Economic Impact Action Committee Meeting
  - 1:00 PM – 1:30 PM via phone: Meeting with Julia DeGraw
  - 4:00 PM – 4:15 PM via Skype: City Directors check-in opportunity
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▲ **Mon, Mar 23**

- 11:00 AM – 12:00 PM Via Zoom: Economic Impact Action Committee Meeting
  - 4:00 PM – 4:15 PM via Skype: City Directors check-in opportunity
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▲ **Tue, Mar 24**

- 9:30 AM – 10:15 AM via phone: Check-in with Tia Williams, Mayor's Office liaison to Housing Bureau
  - 11 AM – 12:00 PM Via Zoom: Economic Impact Action Committee Meeting
  - 2:30 PM – 3:00 PM via phone: Check-in with Tom Rinehart, CAO, Office of Management & Finance
  - 4:00 PM – 4:15 PM via Skype: City Directors check-in opportunity
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▲ **Wed, Mar 25**

- 11:30 AM – 12:00 PM Via Zoom: Economic Impact Action Committee Meeting
  - 1:30 PM – 2:15 PM via MS Teams: Prep w/ PBEM & Directors for Council Disaster Policy meeting
  - 2:30 PM – 3:00 PM via phone: Check-in with Margaret Salazar, Director, Oregon Housing and Community Services
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▲ **Thu, Mar 26**

- 8:30 AM – 9:00 AM via Skype: Meeting with Diane Linn, Proud Ground
  - 11:00 AM – 12:00 PM via Zoom: Economic Impact Action Committee Meeting
  - 2:00 PM – 3:00 PM via Skype: Meeting with Andrea Durbin (Director, BPS) and Kimberly Branam (Executive Director, Prosper Portland)
  - 4:00 PM – 4:15 PM via Skype: City Directors check-in opportunity
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▲ **Fri, Mar 27**

- 8:45 AM – 10:30 AM via Zoom: COVID-19 Dialogue with Community Based Organizations and Mayor Wheeler's Office
  - 10:00 AM – 12:00 PM via Skype: Disaster Policy Council
  - 3:00 PM – 4:00 PM via Skype: PHB/Housing Oregon/OHCS/Governor Brown's Office, et al
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▲ **Mon, Mar 30**

- 10:00 AM – 11:00 AM Mayor's Press Conference
  - 11:00 AM – 12:00 PM via Zoom: Economic Impact Action Committee Meeting
  - 2:30 – 3:00 PM via Skype: Meeting with Home Forward
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▲ **Tue, Mar 31**

- 9:30 AM – 10:15 AM via phone: Check-in with Tia Williams, Mayor's Office liaison to Housing Bureau
- 10:00 AM – 11:00 AM via Zoom: Virtual Town Hall with Mayor Ted Wheeler
- 2:30 PM – 3:15 PM via Zoom: Meeting with Prosper Portland
- 4:00 –PM – 4:15 PM via Skype: City Directors check-in opportunity
- 6:20 –PM – 7:00 PM via Skype: Interview with KATU 2