

January 2017

January 2017							February 2017						
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SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jan 1, 17 8:00am check kit contents expiration date	2 Holiday - New Year's Day 8:00am Private Appointment	3 Sick 8:00am Private Appointment	4 Sick	5 Pay Day 8:00am Council Agenda Communication Item 12:30pm Out of Office 1:30pm NOLA - PDX Agreement Comparisons (Thomas's Office) - McKay, Jason 5:00pm Private Appointment	6 Out of Office Terri's Flex	7
8	9 Certify Timesheet Meghann's Flex 11:00am Follow Up: Tom will call Thomas (503-823-5154 (phone)) - Rinehart, Tom 1:00pm FW: Housing/OMF Check in - Goodlow, Leslie 3:00pm Thomas/Ann Weekly Meeting (TWL's Office) - Lannom, Thomas	10 9:30am City Auditor's Office - Proposal to Amend Charter to Protect Auditor's Independence (Chambers) 12:00pm DO TIMESHEET 1:00pm Ken/Thomas Check In (Ken's Office) - Rust, Ken 3:30pm STRs (TWL's Office) - Lannom, Thomas	11 9:30am City Council 1:00pm Thomas/Terri Standing Meeting (TL's Office) - Lannom, Thomas 1:30pm BRFS Division Managers (OMF, Conf 12 Vista Rm (10)) - Rust, Ken	12 11:00am Thomas/Ann Weekly Meeting (TWL's Office) - Lannom, Thomas 3:30pm One-on-one with Thomas (B. Rice) (Thomas' Office) - Lannom, Thomas	13 11:30am Lunch (TBD) - Lannom, Thomas 3:00pm MHCRC Lawsuit (Sunset Conf. Room) - Lannom, Thomas 3:00pm MHCRC Legal Defense Cost Sharing (Rev Bur Sunset Conf Rm (6)) - Lannom, Thomas	14
15	16 Holiday - Martin Luther King Jr. Day	17 Private Appointment 9:00am Private Appointment 9:30am Supervisors and Managers Meeting (Rev Bur Rivers Conf Rm (20)) - Fertal, Meghann 11:00am Private Appointment 1:30pm Private Appointment	18 8:00am BSD Manager Interview Panels 9:30am Olympia pipeline @ Council (Chambers) 9:30am City Council	19 Pay Day 9:00am BRFS Mission, Values and Goals workshop (3rd floor-Fir Creek Room) - Rust, Ken 9:00am OMF Labor Management Committee (OMF, Conf 12 Horizon Rm (12-15)) - Massenburg, Julian 3:00pm LMC Co-Chair Check-in (Thomas' Office) - Lannom, Thomas	20 Terri's Flex 10:00am One-on-one with Thomas (M. Pinero) (Thomas' Office) - Lannom, Thomas 11:00am Thomas/Ann Weekly Meeting (TWL's Office) - Lannom, Thomas 12:00pm OMF General Information Session (Council Chambers) - Rinehart, Tom 2:30pm One-on-one with Thomas (L. Wolfe) (Thomas' Office) - Lannom,	21
22	23 Certify Timesheet Meghann's Flex 8:00am Private Appointment 10:00am Private Appointment 1:00pm Housing/OMF Check in (PHB Steel Conf Rm (60)) - Goodlow, Leslie 4:00pm Private Appointment	24 10:00am Meet w/ Mark Campbell Re: IGA (Ken's office, The Portland Building, Floor 12) - Rust, Ken 11:30am BSD Manager Position (TWL's Office) - Lannom, Thomas 12:00pm DO TIMESHEET 1:30pm Ken/Thomas Check In (Ken's Office) - Rust, Ken	25 9:30am City Council 11:30am new phone call at least (Mayor's Small Conference Room) - Chisek, Kyle 1:30pm BRFS Managers Meeting (OMF, Conf 12 Vista Rm (10)) - Rust, Ken	26 8:30am January 2017 FAUG Meeting (Portland Building, 2nd Floor, Room C) - Liang, Jack 10:00am LMBAC (Rev Bur Rivers Conf Rm (20)) - Frahler, Karla 11:00am Thomas/Ann Weekly Meeting (TWL's Office) - Lannom, Thomas 1:00pm Check in (Lannom's Office) - Lannom, Thomas	27 5:30pm Server Patch Fridays - Lannom, Thomas	28
29	30 10:30am Staff Conversations (TWL's Office) - Lannom, Thomas	31 8:30am Tommy - Dentist 9:00am Trainer Presentation #1 (Rev Bur Rivers Conf Rm (20)) - Williams, Terri 10:30am Trainer Presentation #2 (Rev Bur Rivers Conf Rm (20)) - Williams, Terri 1:00pm Ken/Thomas Check In (Ken's Office) - Rust, Ken	Feb 1	2	3	4

February 2017

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SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jan 29	30	31	Feb 1	2	3	4
			<ul style="list-style-type: none"> 9:30am City Council 1:00pm Marijuana Fund Management (TWL's Office) - Lannom, Thomas 2:00pm CAFR at Council 	<ul style="list-style-type: none"> Pay Day 9:00am Renter Protections at Council 9:30am Revenue Bureau - TLT - STR (Ken's Office, TPB 12th floor) - Rinehart, Tom 9:30am Private Appointment 11:00am Thomas/Ann Weekly Meeting (TWL's Office) - Lannom, Thomas 5:00pm Private Appointment 	<ul style="list-style-type: none"> Terri's Flex 1:15pm OCT Discussion (Tom R's Office) - Rinehart, Tom 	
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	<ul style="list-style-type: none"> Certify Timesheet Meghann's Flex 8:00am Private Appointment 1:00pm FW: Housing/OMF Check in - Goodlow, Leslie 3:00pm Private Appointment 	<ul style="list-style-type: none"> Private Appointment Private Appointment 11:00am MEET: Tom Rinehart-JD (Fish Conf Room) - Fish, Nick 11:00am Meeting with Comm. Fish (Comm. Fish's Office) - Lannom, Thomas 12:00pm DO TIMESHEET 1:15pm Private Appointment 	<ul style="list-style-type: none"> 9:30am City Council 10:00am Ranck at Council 12:30pm Five minute Check-In (TWL's Office) - Lannom, Thomas 1:00pm Thomas/Terri Standing Meeting (TL's Office) - Lannom, Thomas 			
12	13	14	15	16	17	18
	<ul style="list-style-type: none"> 2:00pm OMF/PHB Collaboration Meeting (OMF, Conf 12 Vista Rm (10)) - Rinehart, Tom 	<ul style="list-style-type: none"> 10:00am Black History Month Lunchtime Film Planning (Rev Bur Rivers Conf Rm (20)) - Rios-Martinez, Huitzi 	<ul style="list-style-type: none"> 9:30am City Council 9:45am Stan Penkin Day 10:30am TLT Amendments 12:00pm OMF Speaker Series kicks off next week (Portland Auditorium (2ND FLOOR)) - Abiodun, Tosin 	<ul style="list-style-type: none"> Pay Day 9:00am OMF Labor Management Committee (OMF, Conf 12 Horizon Rm (12-15)) - 10:00am Mtng - HomeAway & TLT Tax Issues (Tracy Reeve's Office (City Hall, Rm 11:00am Thomas/Ann Weekly Meeting (TWL's Office) - Lannom, Thomas 3:00pm Revenue Budget Status (Rev Bur Sunset Conf Rm (6)) - Rivera, Aaron 	<ul style="list-style-type: none"> Terri's Flex 10:00am LMC Co-Chair Check-in (Thomas' Office) - Lannom, Thomas 	
19	20	21	22	23	24	25
	<ul style="list-style-type: none"> Holiday - President's Day Certify Timesheet Meghann's Flex 	<ul style="list-style-type: none"> 9:30am Supervisors and Managers Meeting (Rev Bur Rivers Conf Rm (20)) - Fertal, Meghann 12:00pm DO TIMESHEET 1:00pm Ken/Thomas Check In (Ken's Office) - Rust, Ken 	<ul style="list-style-type: none"> 9:30am How do we move FTIMA forward and access potential high dollar Sch C filers 9:30am City Council 1:30pm BRFS Managers Meeting (OMF, Conf 12 Vista Rm (10)) - Rust, Ken 3:00pm Check-In/HomeAway (TWL's Office) - Lannom, Thomas 4:00pm Business Services Division (Tom's office, TPB, 4:00pm Private Appointment 	<ul style="list-style-type: none"> 10:00am LMC Co-Chair Checkin - Frahler, Karla 11:00am Thomas/Ann Weekly Meeting (TWL's Office) - 1:30pm Exec Team Meeting (Rev Bur Sunset Conf Rm (6)) - 2:30pm Debrief Meeting w/Water (TWL's Office) - Lannom, Thomas 3:00pm IA w/Water for Space (TWL's Office) - Lannom, Thomas 4:00pm One-on-One (TWL's Office) - Lannom, Thomas 	<ul style="list-style-type: none"> 1:00pm HVT Administrative Rule Issue (TL's Office) - Karter, Scott 5:30pm Server Patch Fridays - Lannom, Thomas 	
26	27	28	Mar 1	2	3	4
	<ul style="list-style-type: none"> 9:00am Follow-up to Rec Marijuana Fund Meeting with CBO/Police (Call Aaron's line at x36861) - Stewart, Paul 1:00pm PHB/OMF collaboration meeting- rescheduled for 02/27 (EBS Conference Room, 14th Floor, Portland Building) - Lewis, Jonathan 1:15pm Left early 	<ul style="list-style-type: none"> Private Appointment Private Appointment 8:30am Private Appointment 1:00pm Julie Shervey Retirement Party (Columbia Square 8th Floor Conf. Rm.) - Lannom, Thomas 3:00pm Housing Per-Unit Registration (TWL's Office) - Lannom, Thomas 				

March 2017

March 2017							April 2017						
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SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Feb 26	27	28	Mar 1	2	3	4
			<ul style="list-style-type: none"> 9:30am Robert McCullough to address Council 9:30am City Council 10:30am Spring BMP Development (Revenue) (Revenue Bureau) - Stewart, Paul 12:00pm OMF SPEAKER SERIES (EBS Conference Room, 14th Floor (Portland Building)) - Abiodun, Tosin 	<ul style="list-style-type: none"> Pay Day 9:30am STR Enforcement Cooperation & Data Sharing (TWL's Office) - Lannom, Thomas 1:30pm Short-Term Rentals: Entrance Meeting with Revenue (Revenue) 2:30pm PE (TWL's Office) - Lannom, Thomas 2:45pm PE (TWL's Office) - Lannom, Thomas 5:00pm Private Appointment 	<ul style="list-style-type: none"> Terri's Flex 11:00am Thomas/Ann Weekly Meeting (TWL's Office) - Lannom, Thomas 2:45pm Ken/Thomas Check In (Ken's Office) - Rust, Ken 	
5	6	7	8	9	10	11
	<ul style="list-style-type: none"> Certify Timesheet Meghann's Flex 8:00am Private Appointment 	<ul style="list-style-type: none"> 9:30am Supervisors and Managers Meeting (Rev Bur Rivers Conf Rm (20)) - Fertal, Meghann 12:00pm DO TIMESHEET 1:00pm Quarterly Safety Committee Meeting (Rev Bur Rivers Conf Rm (20); Rev Bur Vista Conf Rm (12)) - Karter, Scott 3:00pm MCBIT Check-in with Mark Campbell (Thomas Lannom's Office) - Karter, Scott 	<ul style="list-style-type: none"> Private Appointment 9:30am Conference Call (Telephone) - Lannom, Thomas 9:30am City Council 10:00am LMC Meeting (Rev Bur Rivers Conf Rm (20)) - Fertal, Meghann 10:00am 221 Request of Lopez Martinez to address Council regarding years of unpaid City 1:00pm Thomas/Terri Standing Meeting (TL's Office) - Lannom, Thomas 	<ul style="list-style-type: none"> 10:00am Ken/Thomas Check In (Ken's Office) - Rust, Ken 11:15am Thomas/Ann Weekly Meeting (TWL's Office) - Lannom, Thomas 	<ul style="list-style-type: none"> 2:00pm One-on-one with Thomas (W. Farrier) (Thomas' Office) - Lannom, Thomas 	<ul style="list-style-type: none"> 9:00am Granny Morgan's Birthday - Thomas Lannom
12	13	14	15	16	17	18
	<ul style="list-style-type: none"> Sick Child 3:00pm FTI Discussion - Expansion Request (BTS - Conf Bubble Room (12-25)) - Poole, Erin 		<ul style="list-style-type: none"> Sick 1:00pm PCM Grant expires June 30, 2017 	<ul style="list-style-type: none"> Sick Child Pay Day 	<ul style="list-style-type: none"> Terri's Flex 12:00pm OMF General Information Session (Auditorium) - Rinehart, Tom 3:30pm One-on-one with Thomas (A. Buller) (Thomas' Office) - Lannom, Thomas 	
19	20	21	22	23	24	25
	<ul style="list-style-type: none"> Certify Timesheet Meghann's Flex 1:00pm FW: Housing/OMF Check in - Goodlow, Leslie 3:00pm LMC Co-Chair Check-in (Thomas' Office) - Lannom, Thomas 6:00pm Arts Tax Oversight Committee Meeting 6:00pm AOC Meeting (501 N Dixon St, Portland, OR 97227) - Fertal, Meghann 	<ul style="list-style-type: none"> Private Appointment 9:30am Supervisors and Managers Meeting 9:30am Portland Housing Bureau 10:00am Reminder about TLT Forecast - 10:45am BDS Budget at Council (Chambers) 11:30am Lunch (Mandarin Cove) - 12:00pm DO TIMESHEET 1:00pm Ken/Thomas Check In (Ken's Office) 3:00pm AP8 Projection - Revenue Division 4:00pm Private Appointment 	<ul style="list-style-type: none"> 9:30am All Staff Meeting (Rev Bur Rivers Conf Rm (20)) - Fertal, Meghann 9:30am City Council 1:00pm Thomas/Terri Standing Meeting (TL's Office) - Lannom, Thomas 1:30pm BRFS Managers Meeting (OMF, Conf 12 Vista Rm (10)) - Rust, Ken 3:00pm Quarterly Equity Co-Chair Check-in (TL's Office) - Lannom, Thomas 	<ul style="list-style-type: none"> 9:00am FTIMA status update and next steps (Rev Bur Vista Conf Rm (12)) - Anicker, Becky 11:30am Water Bureau Budget at Council (Chambers) 3:00pm FW: OMF Budget Presentation Discussion (OMF, Conf 12 Horizon Rm (12-15)) - Rinehart, Tom 	<ul style="list-style-type: none"> 12:30pm Lunch (Mandarin Cove) - Lannom, Thomas 4:00pm Private Appointment 	
26	27	28	29	30	31	Apr 1
<ul style="list-style-type: none"> 8:00am Fill out Bike and Walk Bucks Certificate 	<ul style="list-style-type: none"> LMBAC - need to schedule for Spring BUMP - Hammond, Janice 11:00am Private Appointment 11:30am Lunch in lunchroom 	<ul style="list-style-type: none"> 9:30am FW: Council Budget Work Session (Facilities - TPB - Room C) - Storm, 9:30am OMF Budget at Council (Chambers) 11:30am ONI Budget at Council (Chambers) 1:00pm FW: Leadership Team Meeting (OMF, Conf 12 Horizon Rm (12-15)) - Rinehart, 2:00pm FW: LMC Meeting (Rev Bur Rivers Conf Rm (20)) - Fertal, Meghann 4:30pm Deadline for Bike and Walk Bucks 	<ul style="list-style-type: none"> 9:30am City Council 2:30pm Thomas and Becky one-on-one (Thomas' Office) - Lannom, Thomas 	<ul style="list-style-type: none"> Pay Day 	<ul style="list-style-type: none"> Terri's Flex 5:30pm Server Patch Fridays - Lannom, Thomas 	