

Week of: 10/24/11

Mon 10-24	Tue 10-25	Wed 10-26	Thu 10-27	Fri 10-28	Sat 10-29	Sun 10-30
<p>8:30 AM - 9:30 AM - OFFICE TIME</p> <p>9:45 AM - 10:30 AM - MEET: Mark/ Greg/ Dan Eisenbeis RE: Prep for tour with Rep Keny-Guyer loc: (Tom's Office)</p> <p>10:30 AM - 12:30 PM - MEET: Director's Team RE: Budget loc: (PDOT - Conf, Shelley Wade Gallery, 8th flr.)</p> <p>12:30 PM - 1:00 PM - OFFICE TIME/ LUNCH</p> <p>1:00 PM - 2:00 PM - MEET: John Rist RE: Check-In loc: (Tom's Office)</p> <p>2:00 PM - 3:00 PM - ATTEND: BES/PBOT Maintenance Agreement Review Kickoff Meeting loc: (Portland Building 12th flr HORIZON conf room)</p> <p>3:00 PM - 4:00 PM - MEET: Suzanne Kahn and Eric Peterson RE: Regular Check-In loc: (Tom's Office)</p> <p>4:00 PM - 4:30 PM - MEET: Dan Layden and Andrew Aebi RE: SE 33rd & Pardee LID loc: (Tom's Office)</p> <p>4:30 PM - 5:00 PM -</p>	<p>7:30 AM - 8:00 AM - TRAVEL TIME</p> <p>8:00 AM - 1:30 PM - ATTEND: 18th Annual Public Employees Diversity Conference- Executive "Session Equity and Empowerment Lens" loc: (Oregon Convention Center- 777 NE MLK Jr. Blvd. Portland, OR 97232)</p> <p>1:30 PM - 2:00 PM - TRAVEL TIME</p> <p>2:00 PM - 3:00 PM - MEET: Tom and Catherine RE: Weekly Check-In loc: (Catherine's Office)</p> <p>3:00 PM - 4:00 PM - MEET: Scott Moede loc: (City Attorney's Office- Conference Room)</p> <p>4:00 PM - 4:30 PM - MEET: Jennifer Yocom loc: (Jennifer's Office)</p> <p>4:30 PM - 5:30 PM - OFFICE TIME</p> <p>5:30 PM - 5:30 PM - End of day review</p>	<p>8:35 AM - 9:00 AM - TRAVEL TIME loc: (Van will pick you up around 8:35)</p> <p>9:00 AM - 11:30 AM - ATTEND: Transportation Tour for Rep. Keny-Guyer</p> <p>11:30 AM - 12:30 PM - TRAVEL TIME</p> <p>12:30 PM - 2:00 PM - OFFICE TIME/ LUNCH</p> <p>2:00 PM - 2:30 PM - MEET: Sierra and Maureen RE: Weekly Check-In loc: (Tom's Office)</p> <p>2:30 PM - 3:00 PM - MEET: Greg Jones RE: Weekly Check-In loc: (Tom's Office)</p> <p>3:00 PM - 3:30 PM - MEET: John Rist RE: Check-In loc: (Tom's Office)</p> <p>3:30 PM - 4:30 PM - MEET: Lavinia Gordon RE: Weekly Check-In loc: (Tom's Office)</p> <p>4:30 PM - 4:30 PM - End of day review</p>	<p>8:30 AM - 10:30 AM - OFFICE TIME</p> <p>10:30 AM - 12:00 PM - ATTEND: Planning & Development Directors meeting loc: (Portland Building, 5th Floor, Water Bureau, Bull Run Conference Room)</p> <p>12:00 PM - 1:30 PM - OFFICE TIME/ LUNCH</p> <p>1:30 PM - 3:30 PM - ATTEND: Directors Work Session loc: (Broadway Room)</p> <p>3:30 PM - 4:00 PM - TRAVEL TIME</p> <p>4:00 PM - 5:00 PM - MEET: Jason Tell RE: Check-In loc: (Jason's office)</p> <p>5:00 PM - 5:30 PM - TRAVEL TIME</p> <p>5:30 PM - 5:30 PM - End of day review</p>	<p>8:30 AM - 9:30 AM - OFFICE TIME</p> <p>9:30 AM - 10:00 AM - TRAVEL TIME</p> <p>10:00 AM - 11:30 AM - PMLR Bridge Tour loc: (East Side-PMLR Bridge)</p> <p>11:30 AM - 12:00 PM - TRAVEL TIME</p> <p>12:00 PM - 12:30 PM - OFFICE TIME/ LUNCH</p> <p>12:30 PM - 1:30 PM - MEET: Catherine RE: Check-In loc: (Catherine's Office)</p> <p>1:30 PM - 2:00 PM - OFFICE TIME</p> <p>2:00 PM - 2:30 PM - MEET: Dawn Jansen RE: HR Check-In loc: (Tom's Office)</p> <p>2:30 PM - 3:00 PM - MEET: Steve Townsen RE: Weekly Check-In loc: (Tom's Office)</p> <p>3:00 PM - 4:00 PM - MEET: Change Order Review Committee (CORC) with Carter MacNichol loc: (Tom's Office)</p> <p>4:00 PM - 5:00 PM - OFFICE TIME</p>		

MEET: Suzanne RE: Check-In loc: (Tom's Office) 5:00 PM - 5:00 PM - End of day review				5:00 PM - 5:00 PM - End of day review		
---	--	--	--	---	--	--