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## Calendar

**Leah Treat, Director, Portland Bureau of Transportation**

Sunday, October 01, 2017 – Sunday, December 31, 2017

Time zone: (UTC-08:00) Pacific Time (US & Canada)

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### October 2017

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### November 2017

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### December 2017

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■ Busy

▨ Tentative

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■ Out of Office

▤ Working Elsewhere

■ Outside of Working Hours

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## October 2017

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### ▲ Sun, Oct 1

■ All Day ATTEND: EcoMobility World Congress  
Kaohsiung, Taiwan

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### ▲ Mon, Oct 2

■ All Day ATTEND: EcoMobility World Congress  
Kaohsiung, Taiwan

■ 11:10 PM – 11:30 PM ARRIVE at the speaker-ready room (2:10-2:30PM)  
Warehouse B3

■ 11:30 PM – End of Day SPEAK: Parallel Session D1 RE: EcoMobility Alliance  
cities in action (2:30-4:00 p.m.)  
Warehouse B3

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▲ **Tue, Oct 3**

■ All Day ATTEND: EcoMobility World Congress  
Kaohsiung, Taiwan

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▲ **Wed, Oct 4**

■ All Day ATTEND: EcoMobility World Congress  
Kaohsiung, Taiwan

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▲ **Thu, Oct 5**

■ All Day ATTEND: EcoMobility World Congress  
Kaohsiung, Taiwan

■ 2:10 AM – 2:10 PM FLIGHT: China Airlines CI 6

■ 6:45 PM – 9:06 PM FLIGHT: Alaska Airlines AS 197

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▲ **Fri, Oct 6**

■ All Day Telework Day

■ 11:00 AM – 11:30 AM PHONE: Ed Reiskin, Director of Transportation, San  
Francisco Municipal Transportation Agency

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▲ **Sat, Oct 7 – Sun, Oct 8**

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▲ **Mon, Oct 9**

■ 9:00 AM – 9:30 AM MEET: Chris Warner, Assistant Director RE: Recurring  
Check-in

■ 9:30 AM – 10:00 AM MEET: Art Pearce, Policy Planning and Projects Group  
Manager RE: Recurring Check-in

■ 10:30 AM – 11:00 AM MEET: Sierra Stringfield, Executive Assistant RE:  
Recurring Check-in

■ 1:00 PM – 2:00 PM MEET: John Brady, Communications Director RE:  
Recurring Check-in

■ 2:00 PM – 2:30 PM MEET: Mychal Tetteh, Fixing Our Streets Program  
Manager RE: Recurring Check-in

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▲ **Tue, Oct 10**

■ 9:00 AM – 9:30 AM TOUR: Congress Building with Project Staff

■ 10:00 AM – 10:30 AM MEET: Staff RE: Investment Strategy

- 11:30 AM – 1:00 PM ATTEND: WTS Luncheon RE: PBOT's Vision Zero with Margi Bradway  
The Sentinel- 614 SW 11th Avenue
  - 2:00 PM – 2:30 PM MEET: Zan Gibbs, Equity and Inclusion Manager RE: Recurring Check-in
  - 4:00 PM – 4:30 PM MEET: Commissioner's Office RE: Weekly Check-in  
Commissioner's Office
  - 4:30 PM – 5:00 PM MEET: James Ofsink and Representatives of Portland Bus Lane Project RE: Dedicated Bus Lanes Project  
Commissioner's Office
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### ▲ Wed, Oct 11

- 9:00 AM – 10:00 AM MEET: Consul General Uchiyama of Consular Office of Japan RE: Japan Protocols Briefing
  - 10:15 AM – 11:00 AM PRESS INTERVIEW: Mr. Shinichi Suzuki of Kahoku Shimpo Publishing Co. RE: Cycling in Portland
  - 1:00 PM – 1:30 PM PHONE PRESS INTERVIEW: Bloomberg News
  - 2:15 PM – 2:30 PM MEET: Suzanne Kahn, Maintenance Operations Group Manager RE: Personnel Issue
  - 2:30 PM – 3:00 PM ATTEND: Maintenance Construction and Operations Division- Street Cleaning Section Meeting RE: Leah's Listening Tour
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### ▲ Thu, Oct 12

- 9:00 AM – 9:30 AM ATTEND: Administrative Services Division Meeting RE: Leah's Listening Tour
  - 9:30 AM – 10:00 AM MEET: John Brady, Communications Director RE: PSU Presentation Prep
  - 10:30 AM – 12:00 PM ATTEND: Planning & Development Directors Monthly Meeting
  - 1:30 PM – 3:30 PM ATTEND: PBOT Director's Team Meeting
  - 4:00 PM – 4:30 PM MEET: Cathy Henson, Human Resources Site Team Manager RE: Recurring Monthly Check-in
  - 6:40 PM – 8:40 PM PRESENT: PSU Traffic & Transportation Class  
PSU Urban Center Plaza, 506 SW Mill St, Room 204
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### ▲ Fri, Oct 13

- 9:00 AM – 10:00 AM MEET: Karin Kolodziejcki of MetaSkills, Leadership Coach
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### ▲ Sat, Oct 14 – Sun, Oct 15

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▲ **Mon, Oct 16**

- 9:00 AM – 10:00 AM MEET: Suk Rhee, Office of Neighborhood Involvement Director RE: Introductory Meeting  
Happy Cup Coffee
  - 10:00 AM – 11:00 AM MEET: Staff RE: 823-SAFE Recommendations
  - 1:00 PM – 2:00 PM MEET: Steve Townsen, Engineering Group Manager RE: Recurring Check-in / Annual Performance Review
  - 2:30 PM – 3:00 PM MEET: Chris Warner, Assistant Director RE: Recurring Check-in
  - 3:00 PM – 3:30 PM MEET: Sierra Stringfield, Executive Assistant RE: Recurring Check-in
  - 4:30 PM – 6:00 PM MEET: Dawn Uchiyama, Bureau of Environmental Services Assistant Director RE: Check-in  
Nel Centro
  - 6:00 PM – 6:30 PM PHONE: Brenda Carpenter of Carpenter Consulting RE: Maintenance Operations Workplace Culture Audit
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▲ **Tue, Oct 17**

- 1:00 PM – 2:00 PM MEET: Commissioner Saltzman RE: Recurring Check-in
  - 4:00 PM – 4:30 PM MEET: Vicki Cram and Government Relations Team RE: 2018 Federal Legislative Agenda Meeting
  - 4:30 PM – 5:00 PM MEET: PBOT Safety Staff RE: Program Updates
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▲ **Wed, Oct 18**

- 6:45 AM – 7:15 AM ATTEND: Maintenance Operations Street Maintenance Division Meeting (1 of 2) RE: Leah's Listening Tour
  - 7:30 AM – 8:00 AM ATTEND: Maintenance Operations Facilities / Tool Room / Sunderland Joint Sections Meeting RE: Leah's Listening Tour
  - ▨ 9:00 AM – 11:00 AM ATTEND: Maintenance Operations Expanded Staff Meeting RE: Culture Audit
  - 11:00 AM – 1:00 PM MEET: Director's Team RE: Budget / Investment Strategy
  - 1:30 PM – 2:00 PM ATTEND: Employee Services Team Meeting RE: Leah's Listening Tour
  - 2:00 PM – 2:30 PM MEET: Suzanne Kahn, Maintenance Operations Group Manager RE: Recurring Check-in
  - 3:00 PM – 3:30 PM MEET: John Brady, Communications Director RE: Prep for Japan Presentation
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▲ **Thu, Oct 19**

- 7:30 AM – 9:00 AM ATTEND: Joint Policy Advisory Committee on Transportation (JPACT) Meeting  
Metro Council Chamber- 600 NE Grand Ave
  - 9:30 AM – 11:00 AM ATTEND: PBOT Director's Team Meeting
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▲ **Fri, Oct 20**

- 8:00 AM – 9:30 AM ATTEND: Columbia Corridor Association Board Meeting  
Pacific Corp 20th Floor
  - 1:30 PM – 2:30 PM MEET: Karin Kolodziejski of MetaSkills, Leadership Coach
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▲ **Sat, Oct 21 – Sun, Oct 22**

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▲ **Mon, Oct 23**

- 10:00 AM – 10:30 AM ATTEND: Snowplow Obstacle Course Media Event  
Sunderland Yard- 9325 NE Sunderland Ave
  - 1:00 PM – 1:30 PM MEET: Chris Warner, Assistant Director RE: Recurring Check-in
  - 2:00 PM – 2:30 PM MEET: Art Pearce, Policy Planning and Projects Group Manager RE: Recurring Check-in
  - 3:00 PM – 4:30 PM MEET: Rian Windsheimer, Region 1 Manager, Oregon Department of Transportation RE: Outer Powell
  - 4:30 PM – 5:00 PM MEET: Sierra Stringfield, Executive Assistant RE: Recurring Check-in
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▲ **Tue, Oct 24**

- 8:00 AM – 1:45 PM ATTEND: NW Public Employees Diversity Conference  
Oregon Convention Center, 777 NE MLK Jr. Blvd.,
  - 2:30 PM – 3:00 PM ATTEND: Maintenance Operations Environmental Systems Division- Sewer Cleaning Sections Meeting RE: Leah's Listening Tour
  - 3:00 PM – 3:30 PM MEET: Suzanne Kahn, Maintenance Operations Group Manager RE: Recurring Check-in
  - 4:00 PM – 5:00 PM MEET: John Brady, Communications Director RE: Japan Presentation Prep / Communications Recurring Check-in / Performance Review
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▲ **Wed, Oct 25**

- 6:45 AM – 7:15 AM ATTEND: Maintenance Operations Street Maintenance Division Meeting (2 of 2) RE: Leah's Listening Tour
  - 8:30 AM – 9:00 AM MEET: Mychal Tetteh, Fixing Our Streets Program Manager RE: Recurring Check-in
  - 9:45 AM – 10:45 AM SPEAK: Livable Streets Strategy at Council City Hall Council Chambers
  - 1:15 PM – 4:30 PM INTERVIEW PANEL: City's Chief Financial Officer
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▲ **Thu, Oct 26**

- 9:00 AM – 9:30 AM MEET: City Attorney's Office RE: Confidential Matter
  - 10:30 AM – 11:00 AM MEET: Dave Benson, Parking Services Group Manager RE: Monthly Check-in
  - 1:00 PM – 2:00 PM MEET: Zan Gibbs, Equity and Inclusion Manager RE: Performance Review / Recurring Check-in
  - 3:00 PM – 3:30 PM MEET: Christine Leon, Development Permitting & Transit Group Manager RE: Monthly Check-in
  - 4:30 PM – 5:00 PM MEET: City Attorney's Office/Risk RE: Confidential Issue
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▲ **Fri, Oct 27**

- 9:00 AM – 9:30 AM PHONE: Jeffrey Tumlin of Nelson Nygard
  - 1:00 PM – 2:00 PM LUNCH: Serilda Summers-McGee of Bureau of Human Resources RE: Introductory Meeting  
Portland Food Hall, 827 SW 2nd Ave
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▲ **Sat, Oct 28 - Sun, Oct 29**

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▲ **Mon, Oct 30**

- 10:00 AM – 10:30 AM MEET: Chris Warner, Assistant Director RE: Recurring Check-in
  - 10:30 AM – 11:00 AM MEET: Sierra Stringfield, Executive Assistant RE: Recurring Check-in
  - 1:00 PM – 3:00 PM MEET: Director's Team RE: Budget / Investment Strategy
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▲ **Tue, Oct 31**

- All Day ATTEND: International Cycling Forum  
Sendai, Japan
- 10:38 AM – 11:41 AM FLIGHT: AS2136
- 1:20 PM – 11:40 PM FLIGHT: NH0177

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## November 2017

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### ▲ Wed, Nov 1

■	All Day	ATTEND: International Cycling Forum Sendai, Japan
■	2:35 AM – 3:35 AM	FLIGHT: NH3235

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### ▲ Thu, Nov 2

■	All Day	ATTEND: International Cycling Forum Sendai, Japan
■	8:00 PM – 12:30 AM	SPEAK/PRESENT: International Cycling Forum Panel Westin Hotel Sendai, Sendai, Miyagi Prefecture

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### ▲ Fri, Nov 3

■	All Day	ATTEND: International Cycling Forum Sendai, Japan
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### ▲ Sat, Nov 4 – Sun, Nov 5

■	All Day	ATTEND: International Cycling Forum Tokyo, Japan
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### ▲ Mon, Nov 6

■	All Day	ATTEND: International Cycling Forum Tokyo, Japan
■	1:15 AM – 11:20 AM	FLIGHT: NH178
■	12:58 PM – 1:48 PM	FLIGHT: AS2063

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### ▲ Tue, Nov 7

■	All Day	Out of Office Sick
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### ▲ Wed, Nov 8

■	9:00 AM – 10:00 AM	ATTEND: PBOT Director's Team Meeting
■	10:15 AM – 10:30 AM	MEET: Staff RE: Prep for Detroit BUILD Conference

- ▨ 10:30 AM – 11:30 AM PHONE: BUILD Autonomous Vehicle Session Prep Call
  - 11:30 AM – 1:00 PM ATTEND: TREC's Women in Transportation Leadership Roundtable Luncheon featuring Tamika Butler Urban Center Building at PSU, 506 SW Mill Street
  - 1:30 PM – 2:00 PM MEET: Chris Warner, Assistant Director RE: Recurring Check-in
  - 3:00 PM – 4:00 PM MEET: Karin Kolodziejski of MetaSkills, Leadership Coach
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▲ **Thu, Nov 9**

- All Day Out of Office in afternoon Vacation
  - 8:00 AM – 9:30 AM ATTEND: Streetcar PEG Meeting TriMet Administrative Office
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▲ **Fri, Nov 10**

- All Day HOLIDAY: Veteran's Day (Observed) Office Closed
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▲ **Sat, Nov 11 - Sun, Nov 12**

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▲ **Mon, Nov 13**

- 8:15 AM – 8:45 AM MEET: Mike Jordan, Bureau of Environmental Services Director RE: Check-in
  - 10:00 AM – 10:30 AM MEET: Steve Townsen, Engineering Group Manager RE: Recurring Check-in
  - 10:30 AM – 11:00 AM MEET: City Attorney's Office RE: Confidential Matter
  - 1:00 PM – 2:30 PM ATTEND: Build Portland Advisory Meeting
  - 4:00 PM – 5:00 PM MEET: Brenda Carpenter of Carpenter Consulting RE: Maintenance Operations Workplace Culture Audit
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▲ **Tue, Nov 14**

- 9:00 AM – 9:30 AM MEET: Chris Warner, Assistant Director RE: Recurring Check-in
  - 9:30 AM – 10:00 AM MEET: John Brady, Communications Director RE: Prep for BUILD Conference
  - 1:00 PM – 2:00 PM MEET: Commissioner Saltzman RE: Recurring Check-in
  - 3:00 PM – 5:00 PM ATTEND: PBOT Director's Team Meeting
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▲ **Wed, Nov 15**

■	All Day	ATTEND: BUILD 2017 Detroit, MI
■	6:30 AM – 9:50 AM	FLIGHT: DL2090
■	11:15 AM – 1:01 PM	FLIGHT: DL 86

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▲ **Thu, Nov 16**

■	All Day	ATTEND: BUILD 2017 Detroit, MI
■	11:00 AM – 1:30 PM	SPEAK/PRESENT: How Autonomous Vehicles Can Improve Your (Urban) Life! Techstars Mobility

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▲ **Fri, Nov 17**

■	All Day	ATTEND: BUILD 2017 Detroit, MI
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▲ **Sat, Nov 18**

■	All Day	ATTEND: BUILD 2017 Detroit, MI
■	5:25 AM – 10:18 AM	FLIGHT: DL1800

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▲ **Sun, Nov 19**

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▲ **Mon, Nov 20**

■	9:30 AM – 10:00 AM	MEET: John Brady, Communications Director RE: Check-in and Prep for Walton's World Video Shoot
■	10:00 AM – 10:30 AM	MEET: Art Pearce, Policy Planning and Projects Group Manager RE: Recurring Check-in
■	10:30 AM – 11:00 AM	MEET: City Attorney's Office RE: Confidential Matter
■	1:00 PM – 2:00 PM	VIDEO SHOOT: ESPN Walton's World South Waterfront- Elephants Deli at Tilikum Crossing
■	2:30 PM – 3:00 PM	MEET: Sierra Stringfield, Executive Assistant RE: Recurring Check-in
■	3:00 PM – 3:30 PM	MEET: Chris Warner, Assistant Director RE: Recurring Check-in
■	4:00 PM – 4:30 PM	MEET: Karol Collymore of Nike RE: BIKETOWN

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▲ **Tue, Nov 21**

- 9:00 AM – 11:00 AM MEET: Director's Team RE: Budget / Investment Strategy
  - 11:00 AM – 12:30 PM LUNCH: Bryant Enge, Office of Management and Finance, Bureau of Internal Business Services Director Yard House
  - 1:00 PM – 2:00 PM MEET: Commissioner Saltzman RE: Recurring Check-in
  - 3:00 PM – 3:30 PM ATTEND: Streetcar Division Meeting RE: Leah's Listening Tour  
PSI- 1031 NW 11th Avenue (cross street is Marshall)
  - 4:00 PM – 5:00 PM MEET: Curtis Robinhold and Representatives from Port of Portland RE: Introductory Meeting/regional planning Nel Centro
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▲ **Wed, Nov 22**

- 2:00 PM – 2:30 PM ATTEND: Maintenance Operations Sidewalk Repair Section Meeting RE: Leah's Listening Tour
  - 3:00 PM – 4:00 PM MEET: Rian Windsheimer, Region 1 Manager, Oregon Department of Transportation RE: Recurring Monthly Meeting
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▲ **Thu, Nov 23**

■ All Day HOLIDAY: Thanksgiving Day (Observed)  
Office Closed

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▲ **Fri, Nov 24**

■ All Day HOLIDAY: Thanksgiving Day (Observed)  
Office Closed

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▲ **Sat, Nov 25 - Sun, Nov 26**

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▲ **Mon, Nov 27**

- 9:00 AM – 9:30 AM MEET: Chris Warner, Assistant Director RE: Recurring Check-in
- 10:30 AM – 11:10 AM MEET: Staff RE: Outer Division
- 1:00 PM – 1:30 PM PHONE: Ogilvy Interview RE: Ford Smart Mobility
- 2:30 PM – 3:00 PM MEET: Steve Townsen, Engineering Group Manager RE: Recurring Check-in
- 3:00 PM – 3:30 PM MEET: Staff RE: Prep for 11/27 Columbia Blvd event

- 5:30 PM – 7:00 PM ATTEND/SPEAK: Event with Speaker Kotek about pedestrian crossing by George Middle School Roosevelt High School Commons- 6941 N Central St
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▲ **Tue, Nov 28**

- 9:30 AM – 10:00 AM ATTEND: Planning Division Meeting RE: Leah's Listening Tour
  - 10:00 AM – 11:00 AM PHONE: NACTO Policy Committee
  - 1:00 PM – 2:00 PM MEET: Commissioner Saltzman RE: Recurring Check-in
  - 2:30 PM – 3:00 PM MEET: Art Pearce, Policy Planning and Projects Group Manager RE: Hiring Process
  - 3:00 PM – 3:30 PM MEDIA INTERVIEW: Prep with staff and then Elliott PHONE
  - 3:30 PM – 5:00 PM ATTEND: Anna Kanwit's Appreciation Event City Hall Atrium
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▲ **Wed, Nov 29**

- 8:30 AM – 9:00 AM ATTEND: Utilities, Construction, Inspection Division Combined Sections Meeting RE: Leah's Listening Tour
  - 9:00 AM – 9:30 AM MEET: Staff RE: Prep for Congestion Pricing at Council
  - 10:00 AM – 11:00 AM MEET: Karin Kolodziejcki of MetaSkills, Leadership Coach
  - 1:00 PM – 3:00 PM ATTEND: PBOT Director's Team Meeting
  - 3:30 PM – 4:00 PM MEET: Jeramy Patton, Business Services Group Manager RE: Monthly Check-in
  - 4:00 PM – 4:30 PM MEET: Serilda Summers-McGee, Director, Bureau of Human Resources RE: Class Comp Session
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▲ **Thu, Nov 30**

- 9:00 AM – 9:30 AM MEET: Suzanne Kahn, Maintenance Operations Group Manager RE: Recurring Check-in
- 10:30 AM – 11:00 AM ATTEND: Right of Way Acquisition Section Meeting RE: Leah's Listening Tour
- ▨ 11:00 AM – 11:30 AM MEET: Mayor Wheeler and Staff RE: Discussion to Identify Permitting Pilot
- 12:30 PM – 1:15 PM MEET: Development Review Division / Temp Street Use Permitting Joint Meeting RE: Leah's Listening Tour
- 2:00 PM – 4:00 PM SPEAK: Congestion Pricing at Council City Hall
- 4:45 PM – 6:15 PM ATTEND: Anna Kanwit's Retirement Party Raven & Rose

- 6:40 PM – 8:40 PM ATTEND: PSU Traffic & Transportation Class  
Parson's Gallery, Level 2 of the PSU Urban Center Plaza
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## December 2017

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### ▲ Fri, Dec 1

- 8:30 AM – 5:15 PM INTERVIEWS: Maintenance Operations Group Manager
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### ▲ Sat, Dec 2 – Sun, Dec 3

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### ▲ Mon, Dec 4

- 9:00 AM – 10:00 AM MEET: Kelley Forseth of Clarity Consulting RE: Change Management Workshop
  - 10:30 AM – 11:00 AM MEET: Chris Warner, Assistant Director RE: Recurring Check-in
  - 1:00 PM – 1:30 PM MEET: Art Pearce, Policy Planning and Projects Group Manager RE: Recurring Check-in
  - 2:00 PM – 2:30 PM ATTEND: Communications Team Meeting RE: Leah's Listening Tour
  - 3:00 PM – 3:30 PM MEET: Jillian Detweiler, Street Trust Executive Director
  - 4:00 PM – 5:00 PM MEET: City Attorney's Office / Risk RE: Case Management / Status Meeting
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### ▲ Tue, Dec 5

- 6:45 AM – 7:15 AM ATTEND: Environmental Systems- Repair Section Meeting RE: Leah's Listening Tour
- 7:30 AM – 8:00 AM ATTEND: Electrical Maintenance of Signals, Streetlights, and ITS Section Meeting RE: Leah's Listening Tour
- 9:00 AM – 10:00 AM MEET: Staff RE: Vision Zero Updates and Residential Speeds Briefing
- 10:30 AM – 11:00 AM MEET: Mychal Tetteh, Fixing Our Streets Program Manager RE: Recurring Check-in
- 1:00 PM – 2:00 PM MEET: Commissioner Saltzman RE: Recurring Check-in Commissioner's Office
- 2:30 PM – 3:30 PM MEET: Susan Anderson, Director of Bureau of Planning and Sustainability RE: Monthly Check-in
- 4:00 PM – 4:30 PM MEET: Zan Gibbs, Equity and Inclusion Manager RE: Recurring Check-in

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▲ **Wed, Dec 6**

- 7:30 AM – 9:00 AM ATTEND: Portland Streetcar, Inc Board of Directors Meeting
- 9:30 AM – 10:00 AM MEET: Dave Benson, Parking Services Group Manager RE: Monthly Check-in
- 10:00 AM – 10:10 AM MEET: Tom Rinehart, Director of Office of Management and Finance RE: Monthly Meeting
- 11:00 AM – 11:30 AM ATTEND: Parking Enforcement Division Staff Meeting RE: Leah's Listening Tour
- 2:00 PM – 2:30 PM ATTEND: Parking Operations Division Meeting RE: Leah's Listening Tour
- 3:30 PM – 4:30 PM MEET: Karin Kolodziejcki of MetaSkills, Leadership Coach

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▲ **Thu, Dec 7**

- 8:00 AM – 2:30 PM ATTEND: Bureau Directors Off-site Meeting World Trade Center - 121 SW Salmon
- 2:30 PM – 3:00 PM PHONE: Rian Windsheimer, Region 1 Manager, Oregon Department of Transportation
- 3:00 PM – 5:00 PM ATTEND: PBOT Director's Team Meeting
- 5:30 PM – 8:30 PM ATTEND: WTS Winter Gala (Parking Kitty recipient of Project of the Year award) Embassy Suites, 319 SW Pine Street in Portland

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▲ **Fri, Dec 8**

- All Day Telework Day

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▲ **Sat, Dec 9 – Sun, Dec 10**

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▲ **Mon, Dec 11**

- 9:00 AM – 10:00 AM MEET: PBOT Bureau and Budget Advisory Committee Co-Chairs Momoko Saunders and Tony Lamb RE: Quarterly Check-in
- 1:00 PM – 2:30 PM MEET: Director's Team RE: Budget / Investment Strategy
- 3:00 PM – 3:30 PM MEET: Steve Townsen, Engineering Group Manager RE: Recurring Check-in
- 4:00 PM – 4:30 PM MEET: Chris Warner, Assistant Director RE: Recurring Check-in

- 4:30 PM – 5:00 PM MEET: Sierra Stringfield, Executive Assistant RE: Recurring Check-in
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### ▲ Tue, Dec 12

- 7:00 AM – 7:30 AM ATTEND: Survey Section Meeting RE: Leah's Listening Session
  - 8:30 AM – 12:30 PM ATTEND: PBOT Management Team Meeting / Leading Change Training with Kelley Forseth of Clarity Consulting
  - 1:00 PM – 2:00 PM MEET: Commissioner Saltzman RE: Recurring Check-in
  - 2:30 PM – 3:00 PM MEET: Dan Bower of Portland Streetcar, Inc / Staff RE: Streetcar Vehicle Purchase
  - 4:00 PM – 6:00 PM ATTEND: PBOT Bureau and Budget Advisory Committee December Meeting
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### ▲ Wed, Dec 13

- 9:00 AM – 9:30 AM MEET: John Brady, Communications Director RE: Recurring Check-in
  - 9:30 AM – 10:00 AM MEET: Staff RE: Prep for 12/14 Congestion Pricing Workshop
  - 10:00 AM – 10:30 AM MEET: Sierra Stringfield, Executive Assistant RE: Recurring Check-in
  - 10:30 AM – 11:00 AM MEET: Community Right of Way Use Permitting Section RE: Leah's Listening Tour
  - 1:30 PM – 2:00 PM ATTEND: Active Transportation and Safety Division Meeting RE: Leah's Listening Tour
  - 2:30 PM – 3:00 PM MEET: Suzanne Kahn, Maintenance Operations Group Manager RE: Recurring Check-in
  - 3:00 PM – 5:00 PM ATTEND: PBOT Director's Team Meeting
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### ▲ Thu, Dec 14

- 9:00 AM – 9:30 AM ATTEND: Administrative Services / Business Technology Services Joint Divisions Meeting RE: Leah's Listening Tour
  - 9:30 AM – 10:00 AM ATTEND: Joint Traffic Design and Traffic Operations Divisions Meeting RE: Leah's Listening Tour
  - 10:30 AM – 12:00 PM ATTEND: Planning & Development Directors Monthly Meeting
  - 1:00 PM – 4:30 PM ATTEND: Congestion Pricing Workshop June Key Delta Community Center; 5940 N. Albina
  - 5:00 PM – 7:00 PM ATTEND: Fixing Our Streets Quarterly Oversight Committee Meeting
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▲ **Fri, Dec 15**

- 6:30 AM – 8:00 AM SPEAK: Maintenance Operations Appreciation Event  
MO Assembly Area- 2929 N Kerby
  - 9:00 AM – 3:30 PM INTERVIEWS: Maintenance Operations Group Manager
  - 3:00 PM – 5:00 PM ATTEND: Dante James' Farewell  
City Hall Atrium
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▲ **Sat, Dec 16 – Sun, Dec 17**

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▲ **Mon, Dec 18**

- 9:00 AM – 9:30 AM MEET: Chris Warner, Assistant Director RE: Recurring  
Check-in
  - 10:00 AM – 10:30 AM CONFERENCE CALL: Mark Dowd et al RE: Next Steps for  
The Smart Cities Lab
  - 10:30 AM – 11:00 AM MEET: Art Pearce, Policy Planning and Projects Group  
Manager RE: Recurring Check-in
  - 11:00 AM – 12:15 PM WEBINAR: Dockless Bike Share Update- a cities-only  
NACTO forum
  - 12:00 PM – 1:30 PM LUNCH: Susan Anderson, Bureau of Planning and  
Sustainability Director / Kimberly Branam, Prosper  
Portland Director  
Nel Centro
  - 1:45 PM – 6:00 PM INTERVIEWS: Active Transportation and Safety Division  
Manager
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▲ **Tue, Dec 19**

- 9:00 AM – 9:45 AM MEET: Saltzman Staff / Wheeler Staff RE: Smart  
Autonomous Vehicle Initiative (SAVI) Next Steps
  - 10:30 AM – 11:00 AM MEET: Commissioner Fritz RE: Quarterly Check-in  
Commissioner Fritz's Office
  - 1:00 PM – 1:30 PM MEET: Sierra Stringfield, Executive Assistant RE:  
Recurring Check-in
  - 1:30 PM – 2:00 PM MEET: Bruce Warner, TriMet Executive Director
  - 2:30 PM – 3:00 PM MEET: Commissioner's Office RE: Check-in
  - 3:00 PM – 4:00 PM MEET: Karin Kolodziejski of MetaSkills, Leadership  
Coach
  - 4:00 PM – 4:30 PM MEET: Jeramy Patton, Business Services Group  
Manager RE: Budget
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▲ **Wed, Dec 20**

- 9:00 AM – 9:45 AM MEET: Chief Outlaw RE: Introductory Meeting
  - 10:30 AM – 11:00 AM MEET: Zan Gibbs, Equity and Inclusion Manager RE: Recurring Check-in
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▲ **Thu, Dec 21**

- 10:00 AM – 10:45 AM MEET: Staff RE: Citywide Parking
  - 1:00 PM – 2:00 PM MEET: Cathy Henson, Human Resources Site Team Manager RE: Recurring Monthly Check-in
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▲ **Fri, Dec 22**

- All Day Out of Office Sick
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▲ **Sat, Dec 23 - Sun, Dec 24**

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▲ **Mon, Dec 25**

- All Day HOLIDAY: Christmas Day (Observed)  
Office Closed
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▲ **Tue, Dec 26**

- All Day Out of Office Vacation
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▲ **Wed, Dec 27**

- All Day Out of Office Vacation
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▲ **Thu, Dec 28**

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▲ **Fri, Dec 29**

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▲ **Sat, Dec 30 – Sun, Dec 31**

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