December 28, 2009 - January 03, 2010

December 2009

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Monday, December 28	
10:00am 12:00pm Commissioner Leonard's proposal; budget; contract	10:00am 10:30am Updated: Greg = Meeting (LaVonne's Office)
(LGV office) 12:00pm 3:00pm IPR transitions and administrative work	10:30am 5:00pm Sheltered Market planning; IPR review; payroll issue
3:00pm 5:30pm Peer Review coordination	
Tuesday, December 29	
9:00am 2:00pm Administrative 2:00pm 2:30pm Updated: Trim/Efiles implementation for Mgmt	8:00am 5:00pm Holiday
Services (Conf room)	
Wednesday, December 30	Saturday, January 0
8:30am 10:00am Budget planning 10:00am 10:30am Confirm embargo recipients and timing vs. meeting	
times with media (LaVonne's office)	
10:30am 11:30am 2009 Ombudsman Annual Report (Large Conference Room)	
11:30am 2:00pm Budget planning 2:00pm 3:00pm Updated: Beth Slovic Here (ASD Library)	
3:00pm 4:00pm Update meeting (LaVonne's office)	
3:30pm 4:30pm Janie Har (ASD Library)	
	Sunday, January 0.
Sriffin-Valade LaVonne	1 4/15/2010 5·17 PN

January 04 -January 10

 January 2010

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Monday, January	04 Thursday, January 0
8:30am 10:30am Sheltered Market audit final review; planning	9:00am 9:30am Email policy (Conf room)
10:30am 11:00am Updated: Embargo Packets to LaVonne for Council	10:00am 2:30pm OIR contract
11:00am 1:00pm Sheltered Market audit final review; planning	3:00pm 3:30pm Financial Audit Budget for FY2010 (Audit Services
1:00pm 2:00pm LaVonne Griffin-Valade and Mary-Beth Baptista Re:	Library, 131/310)
IPR c: Andrew 3x4079 (our office)	4:00pm 6:00pm Reply to Thomas Lannom (LaVonne's office or
2:00pm 5:30pm IPR discussions	conference room)
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Tuesday, January	
10:00am 10:30am Regular Check-in w/ Ombudsman 10:30am 5:00pm IPR discussions	10:00am 10:30am Weekly Check In w/LaVonne (tbd) 11:30am 1:30pm City Club
10:30am 5:00pm PR discussions	1:30pm 3:30pm Elections discussion; web site revision; OIR contract
	3:30pm 5:30pm Molly Scrutton
	3.30pm 3.30pm Mony Scrutton
Wednesday, January	06 Saturday, January 0
8:00am 3:00pm Audit release	
3:00pm 3:30pm Updated: Fraud Line check in	
3:30pm 5:30pm Administrative	
	Sunday, January 1

January 11 -January 17

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Monday, January 11	Thursday, January 14
9:00am 10:30am Supervising Deputies 10:30am 3:00pm Budget; New Year Ethics message; Commissioners re: IPR reform 3:00pm 4:00pm Meet w/ Suzanne re PCPA (Audit Services Library (City Hall, Room 310)) 4:00pm 5:00pm Budget; Commissioners re: IPR reform 5:30pm 7:00pm CCC	9:00am 10:00am Debrief 10:00am 10:30am Updated: Greg = Meeting (LaVonne's Office) 10:30am 1:00pm Administrative time budget; file retention; return phone calls 1:00pm 1:30pm Updated: MLS Update (Audit Services Library) 2:00pm 3:00pm TRIM training (LGV's office) 3:30pm 5:00pm Molly Scrutton
9:30am 11:30am PURB work session 11:30am 12:00pm quick check-in before PPB meeting on Taser audit (ASD Library) 12:30pm 3:00pm Dr. Weinstein 1:00 lab; 1:30 appointment out of the office 3:00pm 6:00pm Draft response	Friday, January 15 9:30am 10:00am Prepare for meeting with Mark Greinke - review our policy (Conf Room) 10:00am 10:30am Weekly Check In w/LaVonne (tbd) 11:00am 1:30pm City Club 1:30pm 3:00pm Administrative Time 3:00pm 3:30pm Budget (LaVonne's office) 3:30pm 5:00pm Peer Review Coordination
W I I I I	
9:00am 10:00am Updated: Briefing on Taser audit (Chief Sizer's office - 15th Floor, PPB) 10:30am 11:00am Updated: Management Services Monthly Meeting (LaVonne's Office, Room 140, City Hall) 11:00am 2:00pm Budget; IPR proposal 2:00pm 2:30pm Fraud check in 3:00pm 5:00pm PDC - CAFR Meeting @ PDC (Session at 3:35, be there at 3:20, leave here @ 3:00) 5:30pm 9:00pm CRC	Saturday, January 16 Sunday, January 17

January 18 -January 2010 February 2010 SMTWTFS SMTWTF 1 2 3 4 5 6 8 9 10 11 12 13 January 24 10 11 12 13 14 15 16 17 18 19 20 21 22 23 14 15 16 17 18 19 20 21 22 23 24 25 26 27 24 25 26 27 28 29 30 Monday, January 18 Thursday, January 21 8:00am 5:00pm Martin Luther King commemorative events 9:00am 11:00am Budget; Election update 11:00am 11:30am Updated: City Auditor LaVonne Griffin-Valade re:Police (NO STAFF) SC (RES FROM 1/25) 12:00pm 5:00pm BUDGET; PREPARE FOR TOMORROW'S CRC ORIENTATION Tuesday, January 19 Friday, January 22 9:00am 10:00am Budget discussion w/ Diane and IPR check in 10:00am 10:30am Weekly Check In w/LaVonne (tbd) 10:00am 10:30am Check-in w/ Ombudsman 10:30am 11:30am MBB & CS 11:00am 1:00pm IPR oversight improvement 12:00pm 1:30pm Meeting re Powers & Duties of CRC (Large Conference 1:30pm 2:30pm Updated: James Posey here to discuss SMP (Room 310) 1:30pm 5:00pm Administration; revisions; internal discussions with 2:30pm 6:30pm IPR oversight improvement staff

9:30am 10:00am prepare for upcoming meetings
10:00am 11:00am Records Retention and Admin Rules (Auditor's Office Conference Room)
11:00am 12:00pm Meeting Re Condo Agreement with PSU (Auditor's Office Large Conference Room, Room 140, City Hall)
12:15pm 1:00pm IPR Proposal discussion c: Andrew 3x4079 (our office)
1:00pm 6:30pm Review of issues; Election update; meet with Commissioners; discussion re: Archives Center; budget preparation

Sunday, January 24

January 25 - January 31	January 2010 February 2010 S M T W T F S 1 2 3 4 5 6 3 4 5 6 7 8 9 7 8 9 10 11 12 13 10 11 12 13 14 15 16 14 15 16 17 18 19 20 17 18 19 20 21 22 23 21 22 23 24 25 26 27 24 25 26 27 28 29 30 28
8:00am 5:30pm budget prep	
Tuesday, January 26 8:00am 11:00am Budget and staffing 11:00am 2:00pm David Greenberg 2:00pm 5:00pm Budget and staffing	Friday, January 29 8:00am 5:00pm Office reorganization
9:30am 10:30am Updated: MEET: Discuss Sheltered Market audit report (Dean Marriott's Office, 10th Floor Portland Building) 10:30am 1:00pm Fraud alert line preparation 1:00pm 1:30pm prepare for OIR discussion (LGV's office) 3:00pm 4:00pm Updated: Updates (Room 140) 4:00pm 5:00pm finalize go live hopefully Feb 1 (LGV's place)	Saturday, January 30
	Sunday, January 31

February 01 - February 07

February 2010

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Monday, February 01	Thursday, February 04
10:00am 10:30am Updated: MLS Update (Audit Services Library, 3rd Fl.,	8:00am 1:00pm Administration; review of draft IPR changes
City Hall)	1:30pm 2:30pm Police swearing in Portland Building Auditorium
10:30am 11:00am Updated: Emergency management audit update (ASD	3:00pm 5:00pm Meeting Re Condo Agreement with PSU
library)	Representatives (PSU Campus - Market Center
11:30am 12:00pm Check in	Building, 1600 SW 4th Ave., Suite 515)
12:00pm 5:00pm Preparation for appointments	building, 1000 3W 4th Ave., Suite 313)
12.00pm 5.00pm rreparation for appointments	
Tuesday, February 02	Friday, February 05
8:00am 10:00am Preparation for appointments	10:00am 10:30am Weekly Check In w/LaVonne (tbd)
10:00am 10:30am Regular Check-in w/ Ombudsman	11:30am 2:00pm City Club
11:15am 12:15pm Amendments to the IPR Ordinance (Commissioner	11.00am 2.00pm only onab
Leonard's Conference Room)	
1:30pm 2:30pm Dave Johnson, PURB (LGV's office)	
3:30pm 4:00pm Canceled: Response Protocols	
3.30pm 4.00pm canceled. Response Protocols	
Wednesday, February 03	Saturday, February 06
9:00am 10:30am ALGA conference call	Saturday, February 00
10:30am 1:00pm Council	
3:00pm 4:00pm FW: Jennifer Sims Retirement Event (Portland Building	
Room C)	
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	Sunday, February 07
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February 08 - February 14

February 2010

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Monday, February 08	Thursday, February 11
9:00am 10:30am Supervising Deputies 10:30am 11:30am IPR Ordinance Amendment (Commissioner Leonard's Office)	10:00am 10:30am Updated: Greg = Meeting (LaVonne's Office) 10:30am 5:00pm Response to Subcommittee memo
11:30am 5:00pm Follow up discussions IPR amendments	
Tuesday, February 09	
9:30am 11:30am BDS Work Session 11:30am 1:00pm Judith DeVilliers here at 11:30 1:00pm 2:30pm prepare for discussion with Commission Fritz 2:30pm 3:30pm Updated: City Auditor Griffin-Valade Monthly Meeting	9:00am 11:00am Updated: Disaster Policy Council Meeting (Lovejoy Room - City Hall) 10:00am 10:30am Weekly Check In w/LaVonne (tbd) 11:30am 1:00pm City Club
(Tim and Tom will attend) (Comissioner's office)	Thisballi Hisballi old
Wednesday, February 10	Saturday, February 13
9:00am 3:00pm response to Subcommittee report 3:00pm 4:00pm Updated: Updates (Room 140) 5:30pm 8:30pm CRC	
	Sunday, February 14

February 15 - February 21

February 2010

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Monday, February 15	Thursday, February 18
8:00am 5:00pm City Holiday President's Day	8:30am 9:30am PPB Promotion Ceremony 9:00 14th floor of the
	Justice Center 9:30am 2:30pm Response Memo
	2:30pm 5:00pm went home ill
Tuesday, February 16 9:30am 11:30am Winter BMP	Friday, February 19 10:00am 10:30am Weekly Check In w/LaVonne (tbd)
10:00am 10:30am Canceled: Check-in w/ Ombudsman	12:30pm 2:00pm Meeting with NAMI Group (Lovejoy Room, City Hall)
2:00pm 2:30pm Updated: Memo, what else (LaVonne's office or conf	2:30pm 3:30pm Canceled: Discuss Requested Budget Questions
room) 3:30pm 4:30pm Dave Johnson (LaVonne's Office)	(Auditor's Office) 3:30pm 5:00pm IPR Changes
3.35pm 4.35pm Bave 30m30m (Eavonne 3 onico)	5.50pm 5.50pm in K Ghanges
Wednesday, February 17	Saturday, February 20
8:00am 3:00pm response to Quality Housing Workgroup report;	
response to budget questions; prep for meeting w/ Audit Services	
3:30pm 5:30pm response to QHW report; response to budget	
questions	
5:30pm 9:00pm CRC meeting/ appeal	
	Sunday, February 21

February 22 - February 28

February 2010

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Monday, February 22	2Thursday, February 25
8:00am 9:30am Second review of Survey Team recommendations 9:30am 11:00am Updated: Review of Survey Team Recommendations & Answer Questions (ASD Library) 11:00am 3:00pm Budget discussion prep/ Fire working draft 3:30pm Updated: Fire working draft (time held for questions/discussion) (ASD Library (310)) 4:00pm 5:00pm Police Oversight Reform Discussion (our office) 4:30pm Canceled: Discussion - Campaign Finance Fund Referral (Conference Room)	10:00am 10:30am Updated: Greg = Meeting (LaVonne's Office) 12:00pm 1:00pm Kathy Short phone call at noon 1:30pm 2:30pm Updated: Campaign Finance Fund Referral - Meeting with Janice Thompson (LaVonne's Office)
Tuesday February 2	Priday Fabruary 24
Tuesday, February 23	Friday, February 26 9:30am 9:40am MEET: Auditor Griffin-Valade & Cmmr Fish, Quick
8:00am 5:00pm OIR Group 2:45pm 3:00pm Meet/Greet Consultants OIR Group - location tba c-lavonne x-4808	9:30am 9:40am MEE I: Auditor Griffin-Valade & Cmmr Fish, Quick Check In (Cmmr's Office) 10:00am 10:30am Weekly Check In w/LaVonne (tbd) 10:30am 4:30pm IPR changes; response to QRH group
Wednesday, February 24 10:00am 11:00am Tort claim (City Hall, Room 140) 1:30pm 2:00pm Rescheduled: Campaign Finance Fund Referral (Conference Room) 3:00pm 4:00pm Updated: Updates (Room 140)	Saturday, February 27
	Sunday, February 28
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March 01 - March 07

March 2010

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April 2010

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- 0.65		Monday, March 01		5.00	Thursday, March 04
8:00am	5:00pm OIR group materials; IPR changes -	 various meetings 	8:00am	5:00pm Out of Office Vacation Day	1
		Tuesday, March 02			Friday, March 05
8:00am	4:30pm Audit Services Retreat - Hold the Da	ate (Kennedy	8:00am	5:00pm Peer Review Committee	rriday, Marcir o <u>s</u>
oroca	School Library)	(o.ooa	отобрии оби истом обишников	
10:00am	10:30am Regular Check-in w/ Ombudsman				
	Torogani Noganar onlock in the onlocation and				
0.00	W	<u>/ednesday, March 03</u>			Saturday, March 06
8:00am	5:00pm Out of Office vacation day				
					Sunday, March 07

March 08 - March 14

March 2010

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Monday, March 0	Thursday, March 11
8:00am 5:00pm Peer Review Committee	9:00am 10:00am Updated: Greg = Meeting (LaVonne's Office)
	10:00am 11:00am Updated: Dr. Le Roy Haines from the Albina Ministerial
	Alliance & 9 representatives Re: Police Oversight Reforms c: (503) 421-5353 (Rose Room)
	11:00am 11:30am Meeting with Commissioner Fritz (Comm. Fritz's Office)
	11:30am 4:00pm IPR changes
	4:00pm 4:30pm Updated: Mark Kramer, Jason Kaffoury & other reps
	from the Lawyers Guild Re: IPR reform c: Mark (503)
	516-1732 or (503) 243-2733 (our office)
Tuesday, March 0	9 Friday, March 12
10:00am 10:30am Management Services Monthly Meeting (Large	10:00am 10:30am Weekly Check In w/LaVonne (tbd)
Conference Room)	10:30am 1:00pm Mary-Beth & Constantine
10:30am 4:00pm Preparation for meetings; administration	1:00pm 5:00pm IPR changes
4:00pm 4:30pm PGE Park Agreements - Contract Documents Signing (Your Office)	
(Tour office)	
Wednesday, March 10) Saturday, March 13
8:00am 10:30am Commissioner Saltzman, Budget, and CRC prep 10:30am 11:00am Discussion: Campaign Finance Fund Referral	
(Conference Room)	
11:00am 1:00pm IPR ordinance revision	
1:00pm 2:00pm Updated: Maxine Bernstein from Oregonian Re: IPR	
reforms resolution c: 503.913.4183. (our office)	
2:00pm 3:00pm Budget, Audit Services, and CRC prep	
3:00pm 4:00pm Updated: Updates (Room 140) 4:00pm 5:30pm IPR press release; CRC prep	
5:30pm 8:00pm CRC	
Sissem Giospin Gito	Sunday, March 14

March 15 - March 21

March 2010

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April 2010

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Monday, March 15	Thursday, March 18
9:00am 12:00pm Administrative; peer review coordination; prepare for	8:00am 1:00pm IPR Ordinance hearing at 2:00
pm meetings	1:00pm 2:00pm Updated: Oregon Action Re: Police oversight reforms
12:00pm 1:00pm Matt Davis (IPR Officer)	c: Ron Williams (503) 282-6588 and Gerard Ackle
1:00pm 3:00pm Budget hearings	(503) 901-2022 (Lovejoy Room)
3:30pm 4:00pm Updated: Meet with Janice Thompson (Conference	2:00pm 6:30pm Council hearing on IPR changes
Room)	2.00pm 0.30pm council nearing on it it changes
4:00pm 5:00pm Jim Redden(Interview) (Auditor's Office)	
4:00pm 5:00pm Portland Tribune Meeting w. Mary-Beth & Constantin	
(Your Office)	
Tuesday, March 16	Friday, March 19
9:00am 11:00am Budget hearings	10:00am 10:30am Weekly Check In w/LaVonne (tbd)
11:00am 11:30am IPR Ordinance (??)	10:30am 5:00pm Follow up on IPR ordinance amendments and
11:30am 12:00pm Budget hearings	preparation for other discussions
2:00pm 2:30pm Lien Memo (Conf room if available)	preparation for other discussions
2:30pm 5:30pm preparation for special CRC meeting	
5:30pm 8:00pm CRC	
Wednesday, March 17	Saturday, March 20
8:00am 2:00pm prep for hearing	Saturday, March 20
10:00am 10:30am Meeting with Jim Redden & Photographer - Portland	
Tribune (Your Office)	
11:00am 12:00pm James Pitkin (Willamette Week) (Lovejoy Room)	
2:00pm 4:30pm Budget hearings	
4:45pm 5:30pm Meeting with Promise King, Oregon League of Minority	
Voters (Your Office)	
	Sunday, March 21
	Sunday, March 21
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March 22 - March 28

March 2010

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Monday, March 22	
8:00am 11:30am administration	10:00am 10:30am Discussion of IPR Ordinance Details - Mayor Adams
11:30am 11:45am Quick check-in on emergency management audit (LaVonne's office)	(Mayor's Office) 10:00am 10:30am Updated: Greg = Meeting (LaVonne's Office) 11:00am 11:30am Briefing on Title 29 Lien collections (auditor's office) 12:30pm 1:30pm Updated: Updates (Room 140) 3:00pm 5:00pm Anna Griffin
Tuesday, March 23	Friday, March 26
8:30am 10:00am Prepare for today's meetings 10:00am 10:30am Updated: Update meeting on drug controls at Police Bureau (ASD Library) 10:30am 11:30am City Club group interview prep 11:30am 1:00pm Meeting with City Club Group (Large Conference Room) 1:00pm 2:00pm discuss the table 2:00pm 3:00pm Discussion of IPR Ordinance Details - Commissioner Fritz (Commissioner Fritz's Office) 4:00pm 5:00pm Discussion of IPR Ordinance Details - Commissioner Fish (Commissioner Fish's Office)	10:00am 11:00am Dave Benson 11:00am 12:00pm MBB & CS 12:00pm 2:00pm Budget 2:00pm 3:00pm Budget, perf eval & Mgmt leave (LaVonne's office)
Wednesday, March 24	Saturday, March 27
9:15am 9:30am Meet/ Greet and dry run on Council testimony with Moss Adams (for 9:30 time certain) (ASD Library) 9:30am 10:30am Updated: Council Financial Audit presentation 11:00am 2:00pm preparation for upcoming meetings 2:00pm 2:30pm PCPA audit-survey update (ASD library) 4:00pm 4:30pm Updated: Auditor's Office PortlandOnline (Large Conference Room)	
	Sunday, March 28

March 29 -April 04

March 2010

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April 2010

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	Thomas decreased and the
8:00am 1:00pm Prepare Budget Presentation 1:00pm 5:00pm Budget sessions	8:00am 9:00am Meeting with March & Flynn (LGV office) 9:00am 11:30am Budget Sessions 11:30am 1:00pm Comments at Dedication of PSU Recreation Center (PSU Recreation Center on Campus) 1:00pm 2:00pm Police Bureau hiring ceremony 2:00pm 5:00pm Administrative
9:00am 12:00pm Budget Sessions 11:30am 12:00pm Canceled: Commander Dave Benson from PPCOA Re: IPR Reform c: 3-0240 (our office) 2:00pm 5:00pm Budget Sessions	8:00am 10:00am New Survey
9:30am 10:30am Reserve for Council 12:30pm 1:00pm Update before Council (Commissioner Leonard's Conference Room) 2:00pm 5:00pm Budget Sessions 5:00pm 9:00pm Council session on IPR Ordinance at 6:00	31 Saturday, April 0
	Sunday, April O