

December 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		<p>1</p> <p>9:30 AM - Council Work Group-OMF Fall Budget Work Session</p> <p>12:30 PM - Bureau Directors' Portfolio Meeting/Lunch</p> <p>2:00 PM - Emails, Visits and Calls</p> <p>3:30 PM - Preview City Council with Tom</p> <p>5:00 PM - The Gathering</p> <p>7:30 PM - Community Workshop on Portland Plan</p> <p>10:30 PM - City Council prep</p>	<p>2</p> <p>9:00 AM - City Council meeting</p> <p>12:00 PM - Amanda/Amanda and scheduling</p> <p>1:00 PM - Weekly Staff Meeting</p> <p>2:30 PM - Mtg at League of Women Voters</p> <p>4:30 PM - letters etc</p> <p>5:00 PM - Tom/Amanda</p> <p>7:30 PM - emails, web site and letters</p>	<p>3</p> <p>8:30 AM - Black Oregon Symposium</p> <p>11:30 AM - John Mohlis, Executive Secretary-Treasurer, Columbia Pacific Building Trades Council</p> <p>12:00 PM - Jeff Curtis, Rose Festival Foundation Executive Director</p> <p>1:00 PM - Citywide Wellness Committee Meeting</p>	<p>4</p> <p>9:30 AM - Amanda/Sara</p> <p>10:00 AM - Amanda/Dora</p> <p>10:30 AM - Amanda/Tom</p> <p>11:00 AM - Amanda/Tim</p> <p>11:30 AM - Amanda/Cary</p> <p>12:00 PM - Meeting with Disability Commissioners</p>	<p>5</p> <p>AF out of town</p>
<p>6</p> <p>3:30 PM - United Nations Office (Local) Annual Human Rights Day Celebration</p> <p>6:30 PM - emails and web site</p> <p>11:00 PM - Amanda's letters of recommendation</p> <p>11:30 PM - NWHW grant review/revision</p>	<p>7</p> <p>10:00 AM - Tom/Amanda</p> <p>11:00 AM - Maria Lisa Johnson and Polo Catalani</p> <p>1:00 PM - Emails, Visits and Calls</p> <p>2:30 PM - Amanda M briefing on 12/4 Columbia River Crossing Project Sponsor's Council Meeting</p> <p>3:00 PM - Tom/Amanda</p> <p>4:00 PM - Richard Harris Director DHS, Chief Sizer, Commissioner Saltzman</p> <p>6:30 PM - Community Workshop on Portland Plan</p>	<p>8</p> <p>10:00 AM - Wellness Strategic Direction Follow-up Meeting</p> <p>12:00 PM - Columbia Pacific Building and Construction Trades Council Holiday Party</p> <p>1:30 PM - Scheduling</p> <p>2:00 PM - Dan Bates, Govt Relations</p> <p>2:45 PM - Oregonian Ed Board</p> <p>4:00 PM - Preview City Council with Tom</p> <p>6:30 PM - PPS High School Redesign meeting</p>	<p>9</p> <p>9:00 AM - City Council meeting</p> <p>12:30 PM - Human Rights Event</p> <p>1:30 PM - ONI BAC Steering Committee</p> <p>2:00 PM - Council hearings</p> <p>3:00 PM - Emails etc</p> <p>4:00 PM - Dave Woboril and Tracy Reeve, City Attorney's Office</p> <p>5:00 PM - MPAC</p> <p>8:00 PM - Emails and calendar</p>	<p>10</p> <p>9:00 AM - Staff meeting agenda prep</p> <p>9:30 AM - Weekly Staff Meeting</p> <p>10:30 AM - Mult Co hearing on Urban reserves</p> <p>11:30 AM - OHWR meeting</p> <p>1:00 PM - Beckie Child President Mental Health America of Oregon, Chris Bouneff NAMI, Angela Kimball MHO, Chief Rosie Sizer, Maria Lisa Johnson</p> <p>2:00 PM - Sallie Edmunds and Joe Zehnder, BPS Meeting</p> <p>3:00 PM - Yvonne Deckard, Lisa Turley</p> <p>3:30 PM - Emails, Visits and Calls</p>	<p>11</p> <p>12:00 AM - OHWR</p> <p>3:00 AM - Briefing to Commissioner Amanda Fritz - the Portland Bicycle Plan for 2030</p> <p>8:00 AM - VDF Board Meeting</p> <p>9:30 AM - Amanda/Tom/ Council visits</p> <p>10:00 AM - scheduling</p> <p>10:30 AM - Amanda/Patti</p> <p>11:00 AM - Amanda/Sara</p> <p>11:30 AM - Mayor Adams Meeting</p> <p>12:00 PM - CCA annual mtg</p> <p>2:00 PM - Citywide Parks Team Calls</p>	<p>12</p> <p>10:00 AM - web site and photos for OHWR</p> <p>4:00 PM - emails and web site</p> <p>7:00 PM - Rivers photos</p> <p>8:00 PM - emails</p>

				<p>4:00 PM - Bob Sallinger (Audubon Society), Ron Carley (Coalition for a Livable Future)</p> <p>4:30 PM - Celeste Lewis, Styrofoam Trays at Ainsworth School</p> <p>5:00 PM - Tom</p> <p>7:00 PM - Alliance of Portland Neighborhood Business Association (APNBA) Annual Holiday Event</p> <p>9:30 PM - emails</p> <p>10:30 PM - VDF Board prep</p>	<p>2:00 PM - emails</p> <p>2:30 PM - Amanda/Dora</p> <p>3:00 PM - Roy Jay</p> <p>3:30 PM - Amanda/Cary</p> <p>4:00 PM - Strategic Plan Portland Fire and Rescue Interview with Jeff Guilfoy</p> <p>4:30 PM - Commissioner Fish meeting</p> <p>5:00 PM - Emails, Visits and Calls</p> <p>6:00 PM - Parkrose Business Association Holiday event</p>	
<p>13</p> <p>9:30 AM - Hometown Heroes Salute Awards Ceremony</p> <p>3:30 PM - emails, calendar and web site</p> <p>4:30 PM - Make potato salad for City Hall potluck</p> <p>5:30 PM - emails and calendar</p> <p>7:30 PM - make potato salad</p> <p>9:30 PM - emails</p>	<p>14</p> <p>9:30 AM - Amanda/Tim</p> <p>10:00 AM - Tracy Prince, Goose Hollow</p> <p>10:30 AM - Amanda/Tom</p> <p>11:00 AM - Gail Achterman, Director Institute for Natural Resources and Sally Duncan, Policy Research Program Manager</p> <p>12:30 PM - emails and letters</p> <p>1:00 PM - Maria Lisa Johnson, Director, Office of Human Relations-Monthly Meeting</p> <p>2:00 PM - Mayor Adams - N Reach Plan</p> <p>3:00 PM - Emails, Visits and Calls</p> <p>3:30 PM - Joe Hertsberg , BPS Strategic Planning Process, Interview</p> <p>4:00 PM - Scheduling</p> <p>4:15 PM - Emails, Visits and Calls</p>	<p>15</p> <p>9:00 AM - Budget Council Work Group Meeting Time</p> <p>12:00 PM - City Hall Holiday Potluck</p> <p>12:00 PM - Amalia Alarcon Morris, Monthly ONI Check-In</p> <p>1:00 PM - Emails, Visits and Calls</p> <p>2:00 PM - Quarterly Meeting with MC Commissioner Jeff Cogen</p> <p>3:00 PM - Emails, Visits and Calls</p> <p>4:00 PM - Updated: Bob Joondeph Oregon Advocacy, Chief Rosie Sizer, Maria Lisa Johnson</p> <p>5:00 PM - Preview City Council with Tom</p> <p>6:15 PM - Screening of Imagining Home</p>	<p>16</p> <p>9:00 AM - City Council meeting</p> <p>1:30 PM - Federal Council Work Session</p> <p>3:30 PM - Emails, Visits and Calls</p> <p>4:30 PM - Metro Multifamily Housing Association Holiday Party</p> <p>6:00 PM - Evening Council Session Senator Carter Proclamation, North Reach plan town hall</p>	<p>17</p> <p>9:00 AM - Staff meeting agenda prep</p> <p>9:30 AM - Emails, Visits and Calls</p> <p>10:00 AM - Weekly Staff Meeting</p> <p>11:00 AM - Mark Bello, ULP Discussion</p> <p>11:30 AM - Trish Baker</p> <p>12:00 PM - Jesse Beason and Julie Massa</p> <p>1:15 PM - Third Thur Meeting with Commissioner Leonard</p> <p>2:00 PM - Council Meeting for Time-Certain Items</p> <p>4:00 PM - Tom</p> <p>5:00 PM - City Hall Staff Holiday Gathering</p> <p>5:30 PM - Chavez meeting</p> <p>7:15 PM - ONI Holiday Party</p>	<p>18</p> <p>9:30 AM - BOEC</p> <p>11:30 AM - Amanda/Amanda and Scheduling</p> <p>12:00 PM - Amanda/Tom</p> <p>12:30 PM - Amanda/Patti</p> <p>1:00 PM - Commissioner Fritz and CAO Ken Rust Monthly Meeting</p> <p>2:00 PM - David Olson and Mary Beth Henry Cable Meeting</p> <p>3:00 PM - Amanda/Dora</p> <p>3:30 PM - Amanda/Cary</p> <p>4:00 PM - Graffiti Abatement, Marcia Dennis</p> <p>4:30 PM - Emails, letters, and clear desk</p>	<p>19</p> <p>2:30 PM - SEIU event</p>

	<p>4:30 PM - Carmen Merlo, Emergency Coordination Center Update</p> <p>5:00 PM - Dora</p> <p>5:30 PM - ONI BAC</p> <p>8:00 PM - Make Potato Salad</p> <p>9:00 PM - emails</p> <p>9:30 PM - Maria Lisa feedback</p>					
<p>20</p> <p>5:00 PM - web site</p> <p>6:00 PM - emails</p> <p>11:00 PM - web site</p>	<p>21</p> <p>9:30 AM - emails</p> <p>10:30 PM - emails</p>	<p>22</p> <p>12:00 AM - Calendar and web site</p> <p>1:00 PM - Arbitration agreement</p> <p>2:00 PM - emails</p> <p>9:00 PM - emails</p>	<p>23</p>	<p>24</p> <p>11:30 AM - emails</p>	<p>25</p>	<p>26</p>
<p>27</p>	<p>28</p> <p>2:00 PM - emails</p> <p>2:30 PM - Wellness Strategic Plan Draft</p> <p>6:00 PM - Wellness Strategic Plan draft</p> <p>10:00 PM - emails</p>	<p>29</p> <p>9:30 AM - Amanda/Sara</p> <p>10:00 AM - Scheduling Amanda/Amanda</p> <p>10:30 AM - Amanda/Cary</p> <p>11:00 AM - Commissioner Fritz & Commissioner Fish End of Year Check In</p> <p>1:00 PM - Tom/Amanda</p> <p>1:30 PM - Judith Mowry, Sidewalk Management Committee Preparation</p> <p>2:00 PM - Mental Health Providers Meeting Joanne Fuller, Chief Sizer, Comm. Saltzman, Maria Lisa Johnson, Judith Mowry</p> <p>3:30 PM - Amanda/Tim</p> <p>4:00 PM - Emails, Visits and Calls</p>	<p>30</p> <p>2:00 PM - emails</p> <p>10:00 PM - emails</p> <p>10:30 PM - calendar</p>	<p>31</p> <p>12:30 AM - emails</p> <p>1:30 PM - KOIN TV, Tim Joyce</p> <p>2:00 PM - Scheduling</p> <p>2:30 PM - Office Open House</p>		

		6:00 PM - emails				