December 2009

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

Amanda Fritz

					2.00 DM ompile	
				4:00 PM - Bob Sallinger	2:00 PM - emails	
				(Audubon Society), Ron Carley (Coalition for a Livable Future)	2:30 PM - Amanda/Dora	
				,	3:00 PM - Roy Jay	
				4:30 PM - Celeste Lewis, Styrofoam Trays at Ainsworth School	3:30 PM - Amanda/Cary	
				5:00 PM - Tom	4:00 PM - Strategic Plan Portland Fire and Rescue	
				7:00 PM - Alliance of Portland Neighborhood Business	Interview with Jeff Guilfoy 4:30 PM - Commissioner Fish	
				Association (APNBA) Annual Holiday Event	meeting	
				9:30 PM - emails	5:00 PM - Emails, Visits and Calls	
				10:30 PM - VDF Board prep	6:00 PM - Parkrose Business Association Holiday event	
13	14	15	16	17	18	19
9:30 AM -	9:30 AM - Amanda/Tim	9:00 AM - Budget Council Work	9:00 AM - City Council meeting	9:00 AM - Staff meeting		2:30 PM -
Hometown	10:00 AM Tracy Prince	Group Meeting Time	1:30 PM - Federal Council	agenda prep	9:30 AM - BOEC	SEIU event
Heroes Salute	10:00 AM - Tracy Prince, Goose Hollow	12:00 PM - City Hall Holiday	Work Session	9:30 AM - Emails, Visits and	11:30 AM - Amanda/Amanda	
Awards		Potluck		Calls	and Scheduling	
Ceremony	10:30 AM - Amanda/Tom	42.00 PM Amelia Alaman	3:30 PM - Emails, Visits and	10-00 AM Washin Chaff	13.00 PM A	
3:30 PM -	11:00 AM - Gail Achterman,	12:00 PM - Amalia Alarcon Morris, Monthly ONI Check-In	Calls	10:00 AM - Weekly Staff Meeting	12:00 PM - Amanda/Tom	
emails,	Director Institute for Natural	,	4:30 PM - Metro Multifamily	J	12:30 PM - Amanda/Patti	
calendar	Resources and Sally Duncan,	1:00 PM - Emails, Visits and	Housing Association Holiday	11:00 AM - Mark Bello, ULP	1.00 DM Commission on Fuit-	
and web site	Policy Research Program Manager	Calls	Party	Discussion	1:00 PM - Commissioner Fritz and CAO Ken Rust Monthly	
		2:00 PM - Quarterly Meeting	6:00 PM - Evening Council	11:30 AM - Trish Baker	Meeting	
4:30 PM -	12:30 PM - emails and letters	with MC Commissioner Jeff	Session Senator Carter	12:00 PM] P	3.00 PM David Olasa and	
Make potato	1:00 PM - Maria Lisa Johnson,	Cogen	Proclamation, North Reach plan town hall	12:00 PM - Jesse Beason and Julie Massa	2:00 PM - David Olson and Mary Beth Henry Cable Meeting	
salad for	Director, Office of Human	3:00 PM - Emails, Visits and				
City Hall	Relations-Monthly Meeting	Calls		1:15 PM - Third Thur Meeting	3:00 PM - Amanda/Dora	
potluck	2:00 PM - Mayor Adams - N	4:00 PM - Updated: Bob		with Commissioner Leonard	3:30 PM - Amanda/Cary	
5:30 PM -	Reach Plan	Joondeph Oregon Advocacy,		2:00 PM - Council Meeting for	, ,	
emails and	3:00 PM - Free # - 26 # - 2 #	Chief Rosie Sizer, Maria Lisa		Time-Certain Items	4:00 PM - Graffiti Abatement,	
calendar	3:00 PM - Emails, Visits and Calls	Johnson		4:00 PM - Tom	Marcia Dennis	
7:30 PM -		5:00 PM - Preview City Council			4:30 PM - Emails, letters, and	
make	3:30 PM - Joe Hertsberg , BPS	with Tom		5:00 PM - City Hall Staff	clear desk	
potato salad	Strategic Planning Process, Interview	6:15 PM - Screening of		Holiday Gathering		
Jaida	211CG VICVV	Imagining Home		5:30 PM - Chavez meeting		
9:30 PM -	4:00 PM - Scheduling					
emails	4:15 PM - Emails, Visits and			7:15 PM - ONI Holiday Party		
	Calls					

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

6:00 PM - emails		