

# November 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
	<p><b>11:00 AM</b> - Tom/Amanda</p> <p><b>12:30 PM</b> - emails</p> <p><b>1:00 PM</b> - Judy Clark, consultant to the Office of Human Relations</p> <p><b>1:30 PM</b> - Mayor Adams drop-in</p> <p><b>2:00 PM</b> - Public Involvement Advisory Committee</p> <p><b>2:30 PM</b> - Carmen Merlo, Director of the Portland Office of Emergency Management</p> <p><b>3:00 PM</b> - Emails, visits, and calls</p> <p><b>3:30 PM</b> - Sidewalks Advisory Committee Meeting</p> <p><b>5:30 PM</b> - Office of Neighborhood Involvement Budget Advisory Committee</p> <p><b>9:30 PM</b> - emails</p>	<p><b>10:00 AM</b> - Mayor Adams</p> <p><b>11:00 AM</b> - Amalia Alarcon de Morris, Director of the Office of Neighborhood Involvement</p> <p><b>12:00 PM</b> - Scheduling</p> <p><b>12:30 PM</b> - emails</p> <p><b>1:30 PM</b> - 17<sup>th</sup> Annual Northwest Public Employees Diversity Conference - Town Hall</p> <p><b>5:00 PM</b> - Preview City Council with Tom</p> <p><b>7:00 PM</b> - City Council prep</p> <p><b>8:00 PM</b> - Election Night with Tim</p>	<p><b>8:30 AM</b> - Emails</p> <p><b>9:30 AM</b> - City Council meeting</p> <p><b>12:30 PM</b> - Terry Beeler, Century Link</p> <p><b>1:00 PM</b> - City Council</p> <p><b>3:00 PM</b> - Emails, visits, and calls</p> <p><b>9:30 PM</b> - Emails etc</p>	<p><b>9:00 AM</b> - Staff meeting agenda prep</p> <p><b>9:30 AM</b> - Emails, visits and calls</p> <p><b>10:00 AM</b> - Weekly Staff Meeting</p> <p><b>11:00 AM</b> - Dawn Hanson, constituent</p> <p><b>11:30 AM</b> - Amanda/Dora</p> <p><b>12:30 PM</b> - Amanda/Cary and Amanda/Milena/scheduling</p> <p><b>1:00 PM</b> - Amanda/Sara</p> <p><b>1:30 PM</b> - Citywide Wellness Meeting</p> <p><b>2:30 PM</b> - Amanda/Patti</p> <p><b>3:00 PM</b> - Bob Salinger, Audubon Society, re: Airport Futures</p> <p><b>3:30 PM</b> - Amanda/Tim</p>	<p><b>(Out of office)</b></p> <p><b>3:30 PM</b> - Phone call with Tom</p> <p><b>6:30 PM</b> - Roosevelt HS Official Field Dedication Event</p> <p><b>10:00 PM</b> - Internal email review</p>	
<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>
<p><b>2:00 PM</b> - emails</p> <p><b>7:30 PM</b> - emails</p> <p><b>11:30 PM</b> - Web site</p>	<p><b>9:00 AM</b> - Tom/Amanda</p> <p><b>9:30 AM</b> - Native American Youth and Family Center/Urban League</p> <p><b>10:30 AM</b> - Commissioner Fish</p> <p><b>11:00 AM</b> - Dr. Bill Nunley, Lisa Turley (Director of the Bureau of Emergency Communications), Tim Crail, and Dora Perry re: 911 for Safer PDX</p>	<p><b>9:30 AM</b> - Emails, visits, calls</p> <p><b>12:00 PM</b> - Central City Concern Annual Luncheon</p> <p><b>1:30 PM</b> - Maria Lisa Johnson, Director of the Office of Human Relations</p> <p><b>2:30 PM</b> - Alison Gavine and other constituents re: wireless facilities</p>	<p><b>9:00 AM</b> - City Council meeting</p> <p><b>1:00 PM</b> - Weekly Staff Meeting</p> <p><b>2:00 PM</b> - Council hearings -</p> <p><b>3:00 PM</b> - Mayor Adams re: upcoming Equity Meetings</p> <p><b>5:00 PM</b> - Metro Policy Advisory Committee</p>	<p><b>(Veteran's Day)</b></p> <p><b>9:30 AM</b> - Hollywood Veteran's Day Parade</p> <p><b>12:30 PM</b> - Gateway Area Business Association</p> <p><b>6:00 PM</b> - Volunteers of America Home Free Annual Fundraiser</p> <p><b>9:00 PM</b> - trackits and website</p>	<p><b>11:30 AM</b> - Phone call with Bureau of Technical Services re: Outlook</p> <p><b>12:00 PM</b> - Scheduling</p> <p><b>12:30 PM</b> - Warren Miller (Mayor Adams' Deputy Chief of Staff) drop-in meeting</p> <p><b>6:00 PM</b> - Native American Youth and Family Center Dinner and Auction</p>	<p><b>12:00 AM</b> - National Coalition of Dialogue and Deliberation Regional Conference</p> <p><b>9:00 AM</b> - Equity Meeting</p>

	<p><b>1:00 PM</b> - Meet with Diverse and Empowered Employees of Portland (DEEP) Board Officers</p> <p><b>1:30 PM</b> - Bernie Bottomly and Carly Riter (Portland Business Alliance) re: Urban Renewal</p> <p><b>2:00 PM</b> - Ken Rust, Chief Administrative Officer</p> <p><b>3:00 PM</b> - Amanda/Patti</p> <p><b>3:30 PM</b> – Police Chief Mike Reese</p> <p><b>4:00 PM</b> - Legislative work session follow-up</p> <p><b>4:30 PM</b> - Mayor Adams</p> <p><b>7:00 PM</b> - Spirit of Portland Award Presentation Ceremony</p> <p><b>10:00 PM</b> - emails</p>	<p><b>3:30 PM</b> - Rochelle Silver, Citizens Review Committee</p> <p><b>4:00 PM</b> - Preview City Council with Tom</p> <p><b>10:30 PM</b> - Council prep and emails</p>			<p><b>9:30 PM</b> - emails</p>	<p><b>10:00 PM</b> - Emails and calendar</p> <p><b>11:00 PM</b> - TrackIts</p>
<p><b>14</b></p> <p><b>4:00 PM</b> - emails</p> <p><b>5:30 PM</b> - emails</p> <p><b>8:30 PM</b> - emails</p>	<p><b>15</b></p> <p><b>8:00 AM</b> - Visit the Confederated Tribes of the Umatilla Indian Reservation</p> <p><b>6:30 PM</b> – Southeast Uplift Wireless Facilities forum</p> <p><b>9:30 PM</b> - emails</p>	<p><b>16</b></p> <p><b>10:00 AM</b> - Scheduling</p> <p><b>10:30 AM</b> - Emails, visits, and calls</p> <p><b>11:00 AM</b> - ECC Functional Exercise</p> <p><b>12:00 PM</b> - Prep for afternoon meetings</p> <p><b>1:00 PM</b> - Amalia Alarcon de Morris, Director of the Office of Neighborhood Involvement and staff re: possible change in office space for Crime Prevention</p> <p><b>2:00 PM</b> - - Amalia Alarcon de Morris</p> <p><b>3:00 PM</b> - Susan Anderson, Director of the Bureau of Planning and Sustainability</p>	<p><b>17</b></p> <p><b>9:00 AM</b> - City Council Meeting</p> <p><b>1:00 PM</b> – Maria Lisa Johnson, Director of the Office of Human Relations</p> <p><b>1:30 PM</b> - Emails, visits, and calls</p> <p><b>2:00 PM</b> - Council hearings -</p> <p><b>4:00 PM</b> - Emails, visits, and calls</p> <p><b>5:00 PM</b> - Metro Policy Advisory Committee</p> <p><b>8:30 PM</b> - letters</p> <p><b>10:00 PM</b> - emails</p>	<p><b>18</b></p> <p><b>9:00 AM</b> - Staff meeting agenda prep</p> <p><b>9:30 AM</b> - Weekly Staff Meeting</p> <p><b>10:30 AM</b> - Dave Hoffman, constituent re: ACS, a Xerox Company</p> <p><b>11:00 AM</b> - Sabine Hilding and Joan Horton, constituents re: Pesticides</p> <p><b>11:30 AM</b> - Scheduling</p> <p><b>12:00 PM</b> - Amanda/Tom</p> <p><b>1:00 PM</b> – Neighborhood Directors &amp; Chairs meeting</p> <p><b>2:00 PM</b> - Amanda/Tom</p> <p><b>3:00 PM</b> - Council Meeting for Time-Certain Items</p>	<p><b>19</b></p> <p><b>9:00 AM</b> – Ann Beier, Director of the Office of Healthy Working Rivers</p> <p><b>10:00 AM</b> - Emails, visits, and calls</p> <p><b>11:00 AM</b> - David Olson, Director of the Office of Cable Communications and Franchise Management</p> <p><b>12:00 PM</b> - Amanda/Dora</p> <p><b>1:00 PM</b> – Safer PDX Steering Committee</p> <p><b>3:30 PM</b> - Keith Witcosky and Bruce Warner, Portland Development Commission</p> <p><b>4:30 PM</b> - Amanda/Tim</p>	<p><b>20</b></p> <p><b>11:00 AM</b> – Immigrant and Refugee Cultural Organization (IRCO) Diversity &amp; Civic Leadership Program workshop: ENGAGE</p> <p><b>10:00 PM</b> - Internal emails</p>

		<p><b>4:00 PM</b> - Preview City Council with Tom</p> <p><b>5:30 PM</b> - Denis Stevens, Canadian Consul General for Oregon, Washington, Idaho and Alaska welcome reception</p> <p><b>9:00 PM</b> - Emails and calendar</p> <p><b>9:30 PM</b> - City Council prep</p>		<p><b>5:30 PM</b> - Letters and emails</p> <p><b>7:00 PM</b> – Portland Business Alliance Business Leadership Evening</p> <p><b>9:30 PM</b> - Letters and emails</p>		
<p><b>21</b></p> <p><b>4:30 PM</b> - Emails and Charter Commission process</p> <p><b>8:30 PM</b> - emails</p> <p><b>11:30 PM</b> - emails</p>	<p><b>22</b></p> <p><b>11:30 AM</b> - Phone call with Brian Hoop, Office of Neighborhood Involvement</p> <p><b>11:30 AM</b> - Scheduling</p> <p><b>2:30 PM</b> - Markham School tour for Portland Public Schools bond measure</p> <p><b>6:30 PM</b> - Emails and Charter Commission</p>	<p><b>23</b></p> <p><b>9:00 AM</b> - Staff meeting agenda prep</p> <p><b>9:30 AM</b> - Amanda/Milena/scheduling</p> <p><b>9:30 AM</b> - Warren Miller (Mayor Adams’ Deputy Chief of Staff) drop-in meeting re: Charter Commission</p> <p><b>10:00 AM</b> – Commissioner Saltzman drop-in meeting re: Charter Commission</p> <p><b>11:30 AM</b> - Serve Turkey Dinner at Open Meadow Middle School</p> <p><b>1:00 PM</b> - Phone call with Lisa Turley, Director of the Bureau of Emergency Communications</p> <p><b>2:00 PM</b> - Weekly Staff Meeting</p> <p><b>3:00 PM</b> - Amanda/Sara</p> <p><b>3:30 PM</b> – Commissioner Fish and then Commissioner Leonard drop-in meeting re: Charter Commission</p> <p><b>4:30 PM</b> - Amanda/Cary</p> <p><b>10:00 PM</b> - Emails and letters</p>	<p><b>24</b></p> <p><b>(Out of office)</b></p> <p><b>10:30 AM</b> - Letters and desk-clearing</p> <p><b>1:30 PM</b> – Amalia Alarcon de Morris, Director of the Office of Neighborhood Involvement</p> <p><b>7:30 PM</b> - Internal emails</p> <p><b>9:00 PM</b> - External emails</p>	<p><b>25</b></p> <p><b>(Thanksgiving Day)</b></p> <p><b>10:00 AM</b> - emails</p> <p><b>11:00 AM</b> - emails</p> <p><b>10:30 PM</b> - Office calendar review</p> <p><b>11:00 PM</b> - Blog post</p>	<p><b>26</b></p> <p><b>(City Holiday – out of office)</b></p> <p><b>8:30 PM</b> - FBI issue coordination (re: alleged bomb plot) via texts and calls</p>	<p><b>27</b></p> <p><b>9:30 AM</b> - FBI issue coordination</p> <p><b>10:30 PM</b> - emails</p>

<p><b>28</b></p> <p><b>12:00 AM</b> - Calendar and web site</p> <p><b>10:00 AM</b> - Alleged bomb plot follow-up</p> <p><b>12:30 PM</b> - Alleged bomb plot follow-up</p> <p><b>5:00 PM</b> - Somali Solidarity press conference</p> <p><b>8:00 PM</b> - Emails and calendar</p>	<p><b>29</b></p> <p><b>10:00 AM</b> - Southeast Works Open House</p> <p><b>12:00 PM</b> - Phone calls: Deborah Kafoury, Multnomah County Commissioner re: Wireless Facilities; Dwight Holton, US District Attorney re: alleged bomb plot; Kayse Jama, Center for Intercultural Organizing</p> <p><b>1:00 PM</b> - Tom/Amanda</p> <p><b>1:30 PM</b> - Noah Siegel (Mayor Adams' Director of International Affairs); Drop-in meeting with Linda Meng, Office of the City Attorney</p> <p><b>2:30 PM</b> - Brian Stading, Qwest/Century Link Regional President</p> <p><b>3:00 PM</b> - Dan Handelman, Portland Cop Watch and others re: Police Oversight Stakeholder Committee</p> <p><b>3:30 PM</b> - Emails, visits, and calls</p> <p><b>4:00 PM</b> - Commissioner Saltzman</p> <p><b>5:00 PM</b> - travel</p> <p><b>5:30 PM</b> - Forest Park Conservancy book signing party</p> <p><b>6:30 PM</b> - Meet with Muslim Community Members RE: Follow up to alleged bomb plot and community issues</p> <p><b>10:00 PM</b> - emails</p>	<p><b>30</b></p> <p><b>9:00 AM</b> - Council work session</p> <p><b>11:30 AM</b> - emails</p> <p><b>12:00 PM</b> - Project Respond Brown Bag Lunch</p> <p><b>1:30 PM</b> - City Auditor Griffin-Valade</p> <p><b>3:00 PM</b> - Emails, visits, and calls</p> <p><b>3:30 PM</b> - Phone call with Dwight Holton, US District Attorney</p> <p><b>4:00 PM</b> - Rochelle Silver and Michael Bigham</p> <p><b>4:30 PM</b> - Preview City Council with Tom</p> <p><b>6:30 PM</b> - West Hayden Island Public Involvement Workshop</p> <p><b>8:00 PM</b> - Charter Commission, emails, and Council prep</p>				
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