
Oliveira, Donnie Calendar

Saturday, July 1, 2023 – Saturday, September 30, 2023

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

(Adjusted for Daylight Saving Time)

July 2023

Su Mo Tu We Th Fr Sa

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August 2023

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September 2023

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Mon, Jul 3

▲ [Independence Day](#)

Tue, Jul 4

▲ Wed, Jul 5

▲ Thu, Jul 6

▲ [Planning & Development Directors Meeting](#)

Microsoft Teams Meeting

11:00 AM – 12:30

PM

[Lunch](#)

12:30 PM – 1:30 PM

▲
Fri,
Jul 7

[Leading Through Change \(virtual option 2/2\)](#)

Zoom

9:00 AM – 11:00 AM

[BPS Executive Team](#)

Microsoft Teams Meeting

11:00 AM – 12:00

PM

(STAFF) MEET: Cmr. Rubio Staff/Dir. Donnie Oliveira, Bureau of Planning & Sustainability (BPS), weekly	12:00 PM – 1:00 PM
Microsoft Teams Meeting	
Lunch	1:00 PM – 1:30 PM
ReOrg meeting	2:00 PM – 2:30 PM
Commissioner Rubio's conf room; hybrid w Zoom (link included)	
check in Rachael. Hoy & Oliveira	4:00 PM – 4:30 PM
Microsoft Teams Meeting	

Mon
, Jul
10

Director's Office Scrum	10:00 AM – 10:30 AM
Microsoft Teams Meeting	
Dr Marshall Building Historic Landmark Event (includes 15 min travel time)	10:15 AM – 11:45 AM
2337 N Williams Avenue	
Lunch	12:00 PM – 1:00 PM
Donnie and Angie Portz check-in	1:30 PM – 2:00 PM
Microsoft Teams Meeting	
Comm Rubio's Office/BPS Smart City PDX monthly check-in	3:30 PM – 4:00 PM
Microsoft Teams Meeting	
Time To connect About the City (Felisa Hagins, D. Oliveira)	4:00 PM – 4:45 PM
BPS	

Tue,
Jul
11

Donnie/Kevin Martin monthly check-in	11:00 AM – 11:30 AM
In person or MS Teams	
Donnie / Julie Ocken check-in	11:45 AM – 12:00 PM
by phone	
Climate Emergency Workplan Annual Progress Report	12:00 PM – 12:50 PM
Microsoft Teams Meeting	
Direct Pay Briefing (Follow-up meeting from Sen Wyden's visit to COR) (D. Oliveira, Tim Leahy)	1:00 PM – 2:00 PM
Microsoft Teams Meeting	
MEET: Directors' Cabinet	2:00 PM – 2:30 PM
Hybrid: Mayor's Conference Room & Teams	
BPS & PSU (Fletcher Beaudoin, Cynthia Gomez, Oliveira, Kevin Kneely, Eric Noll, Satterfield)	3:00 PM – 4:00 PM
Christina Ghan, Eric Engstrom, Donnie Oliveira/ BPS monthly check-in	4:00 PM – 4:45 PM
Microsoft Teams Meeting	

Wed
, Jul
12

check in: Director Selby & Director Oliveira Microsoft Teams Meeting	9:30 AM – 10:00 AM
check in: (D. Oliveira & Robert Taylor) Microsoft Teams Meeting	10:00 AM – 10:30 AM
Planning Managers PLUS BPS Room Victory Boulevard (Hybrid, 16); and Teams	11:00 AM – 12:00 PM
Lunch	12:00 PM – 1:00 PM
Sustainability/Climate Managers Meeting Microsoft Teams Meeting; BPS Room Victory Boulevard	1:00 PM – 2:00 PM
Donnie/Vivian Satterfield weekly Microsoft Teams Meeting	2:00 PM – 3:00 PM
Meeting (D. Oliveira & Thomas Lannom) Microsoft Teams Meeting	2:45 PM – 3:00 PM
Success Factors (D. Oliveira, Wing Grabowski) Microsoft Teams Meeting	3:30 PM – 4:30 PM

Thu,
Jul
13

Bureau Directors Meeting Microsoft Teams Meeting	11:30 AM – 1:00 PM
Climate Emergency Workplan Annual Progress Report Microsoft Teams Meeting	12:00 PM – 12:50 PM
Lunch	1:00 PM – 2:00 PM
D. Oliveira / E. Engstrom weekly Microsoft Teams Meeting	2:00 PM – 3:00 PM
2nd quarter calendar review	3:00 PM – 4:00 PM
BAC/BPS mtg (Portland Bicycle Advisory Committee) BPS Room Victory Boulevard (Hybrid, 16)	4:00 PM – 5:00 PM

Fri,
Jul
14

NW streetcar questions - follow up Microsoft Teams Meeting	8:30 AM – 9:00 AM
Harmonee Dashiell /D. Oliveira check-in Microsoft Teams Meeting	9:30 AM – 10:00 AM
Donnie/Eben Polk weekly Microsoft Teams Meeting	10:30 AM – 11:30 AM
MEET: Cmr. Rubio/Dir. Donnie Oliveira, Bureau of Planning & Sustainability (BPS), weekly (Megan Beyer /Christina Ghan)	12:00 PM – 1:00 PM
Lunch	1:00 PM – 1:30 PM
ReOrg meeting	2:00 PM – 2:30 PM

Mon
, Jul
17

[Director's Office Scrum](#)

Microsoft Teams Meeting

10:00 AM – 10:30
AM

[Donnie/V. Satterfield weekly](#)

Microsoft Teams Meeting

11:00 AM – 12:00
PM

[Lunch](#)

12:00 PM – 1:00 PM

[Angie/Donnie check-in](#)

Microsoft Teams Meeting

2:00 PM – 2:30 PM

[CCA HOLD](#)

4:00 PM – 5:00 PM

Tue,
Jul
18

[BPS Executive Team](#)

Microsoft Teams Meeting; BPS Room Victory Boulevard

10:00 AM – 11:00
AM

[Lunch](#)

12:00 PM – 1:00 PM

[BPS overview deck \(D. Oliveira, Magan Reed, A. Portz\)](#)

Donnie's office or Teams link below

1:00 PM – 2:00 PM

[Center for Tribal Nations in OMSI \(James Parker, D. Oliveira\)](#)

2:00 PM – 2:30 PM

[Bureau Director meeting](#)

Teams

4:00 PM – 4:30 PM

Wed
, Jul
19

[Mtg. Christy Owens & D. Oliveira](#)

9:00 AM – 9:45 AM

[OGR/BPS meeting \(Derak Bradley, D. Oliveira\)](#)

10:00 AM – 10:45
AM

[Planning Managers PLUS](#)

BPS Room Victory Boulevard (Hybrid, 16); and Teams

11:00 AM – 12:00
PM

[Lunch](#)

12:00 PM – 1:00 PM

[RESCHEDULED: ReOrg Meeting](#)

1:00 PM – 2:30 PM

[Next Step](#) (D. Oliveira, Bobby Lee)

Microsoft Teams Meeting

4:30 PM – 5:00 PM

Thu,
Jul
20

[City Organizational Workshop #2](#)

Portland Building

8:30 AM – 12:30 PM

[Lunch](#)

12:30 PM – 1:00 PM

[Donnie / Eric weekly](#)

Microsoft Teams Meeting

2:00 PM – 3:00 PM

[SF - PMGM - Calibration](#) (F. Johnson, E. Engstrom, K. Hathorne, D. Oliveira, S. Wood, M. Reed, S. Baraso, V. Satterfield, E. Polk, H. Dashiell)

3:00 PM – 4:00 PM

Fri,
Jul
21

[Welcome R. Murray 1:1 new employee check-in](#) 10:00 AM – 10:15 AM
Microsoft Teams Meeting

[Harmonee/Donnie check-in](#) 11:00 AM – 11:45 AM
Microsoft Teams Meeting

[Confirmed: Comm. Rubio, Jillian, Matt Gierach, Donnie](#) 12:00 PM – 12:30 PM
Microsoft Teams Meeting

[Lunch](#) 12:00 PM – 1:00 PM

[MEET: Cmr. Rubio/Dir. Donnie Oliveira, Bureau of Planning & Sustainability \(BPS\), weekly \(Megan/Christina\)](#) 1:00 PM – 1:30 PM
VIRTUAL- Zoom link in invite

[MEET: \(Media\) Cmr. Rubio/Dir. Branam, Esau, Oliveira & Rogers, weekly \(Jillian\)](#) 1:30 PM – 2:00 PM
VIRTUAL- Zoom link in invite

[ReOrg meeting](#) 2:00 PM – 2:30 PM
Commissioner Rubio's conf room; hybrid w Zoom (link included)

[Bureau Emergency Coordination Call - Luuwit Park/KMart Fire/Parkrose Asbestos Abatement](#) 3:00 PM – 3:30 PM
Microsoft Teams Meeting

Mon
, Jul
24

[Director's Office Scrum](#) 10:00 AM – 10:30 AM
Microsoft Teams Meeting

[Jim Pepper House Historic Landmark Event \(includes 30 min travel time\)](#) 10:00 AM – 12:00 PM
10809 NE Fremont Street (Parking is on NE 109th)

[Lunch](#) 12:00 PM – 1:00 PM

[Angie/Donnie check-in](#) 1:30 PM – 2:00 PM
Microsoft Teams Meeting

[prep for BPS 101 w contractors](#) (D. Oliveira, J. Ocken, M. Reed, H. Dashiell) 2:00 PM – 2:30 PM
Microsoft Teams Meeting

Tue,
Jul
25

[Council Housing Work Session](#) 9:30 AM – 11:20 AM

[MEDIA AVAILABILITY: Cmr. Rubio/Dir. Branam, Esau, Oliveira & Rogers](#) 11:30 AM – 12:30 PM
Lovejoy Room

[Lunch](#) 12:30 PM – 1:00 PM

[confirmed: BPS 101 for contractors](#) 2:00 PM – 3:00 PM
Microsoft Teams Meeting

[Placeholder for RFS TAC conversation](#) (D. Oliveira, P. Neild) 3:00 PM – 3:25 PM
Microsoft Teams Meeting

Wed
, Jul
26

[SCC workshop draft mtg \(Elaine Livingstone, Vivian Satterfield, Donnie\)](#) 9:00 AM – 10:00 AM
BPS Room Heron Lake (AV, No Camera, 7)

[DO/JO check-in](#) 10:30 AM – 11:00 AM
phone AM

[Planning Managers PLUS](#) 11:00 AM – 12:00 PM
PM

[C&ED ReOrg Phase 2 final check-in](#) (Donnie Oliveira, Julie Ocken, Jillian Schoene, Donnie Oliveira, Rebecca Esau, Molly Rogers, Kimberly Branam) 12:00 PM – 1:00 PM

[Sustainability/Climate Managers Meeting](#) 1:00 PM – 2:00 PM
Microsoft Teams Meeting; BPS Room Victory Boulevard

[Christina / BPS monthly check-in](#) 2:00 PM – 2:45 PM
Microsoft Teams Meeting

[Donnie/Vivian weekly](#) 3:00 PM – 4:00 PM
Microsoft Teams Meeting

Thu,
Jul
27

[All-Staff Meeting](#) 10:30 AM – 12:00 PM
Microsoft Teams Meeting PM

[Portland ELT Panel: "Centering Equity through Organizational Change"](#) 11:30 AM – 1:00 PM
Virtual w/Zoom and Room 1501 is reserved for in person

[Donnie / Eric weekly](#) 2:00 PM – 3:00 PM
Microsoft Teams Meeting

[Donnie Oliveira and Courtney Seto \(Merina+Co\)](#) 3:00 PM – 4:00 PM

[Donnie/Patricia weekly](#) 4:30 PM – 5:30 PM
Microsoft Teams Meeting

Fri,
Jul
28

[Confirmed: Housing Director - Initial Interviews](#) 8:30 AM – 12:00 PM
Zoom - added below

[LCDC - Portland issues lunch](#) (Donnie Oliveira, Tom Armstrong, Patricia Diefenderfer, Eric Hesse, Shoshana Cohen) 12:00 PM – 1:20 PM
1900 Building

[Meeting with Donnie?](#)(Jillian Schoene, Linly Rees, Donnie Oliveira) 1:00 PM – 1:30 PM
Microsoft Teams Meeting

[\(Jillian o/b/o Cmr. Rubio\) MEET: Office of Cmr. Rubio/Dirs. Branam, Esau, Oliveira & Rogers, weekly \(Jillian\)](#) 1:30 PM – 2:00 PM

VIRTUAL- Zoom link in invite
[ReOrg meeting](#) 2:00 PM – 2:30 PM
Commissioner Rubio's conf room; hybrid w Zoom (link included)

[MEET: Michi Slick & D. Oliveira](#) 2:00 PM – 2:45 PM
 Microsoft Teams Meeting

[Donnie/Eben weekly](#) 3:00 PM – 4:00 PM
 Microsoft Teams Meeting

[Mike Jordan & Donnie Oliveira check-in](#) 4:00 PM – 4:25 PM
 Microsoft Teams Meeting

Mon
 , Jul
 31

[Director's Office Scrum](#) 10:00 AM – 10:30 AM
 Microsoft Teams Meeting

[Donnie/Vivian weekly](#) 11:00 AM – 12:00 PM
 Microsoft Teams Meeting

[Lunch](#) 12:00 PM – 1:00 PM

[Donnie/Sam weekly](#) 1:00 PM – 2:00 PM
 Microsoft Teams Meeting

[Angie/Donnie check-in](#) 2:30 PM – 3:00 PM
 Microsoft Teams Meeting

Tue,
 Aug
 1

[BPS Executive Team](#) 10:00 AM – 11:00 AM
 Microsoft Teams Meeting; BPS Room Victory Boulevard

[Lunch](#) 12:00 PM – 1:00 PM

[Donnie/Magan every other week](#) 1:00 PM – 1:30 PM
 Microsoft Teams Meeting

[Meeting \(J. Schoene, D Oliveira, Linly Rees, R. Taylor, Allison McCoppen\)](#) 1:30 PM – 2:00 PM

[Space planning check-in \(Fritz Johnson, D. Oliveira\)](#) 2:00 PM – 2:30 PM
 Microsoft Teams Meeting

[ReOrg report check-in](#) 2:30 PM – 2:45 PM
 phone

[Bureau Directors Meeting](#) 4:00 PM – 4:30 PM
 MS Teams

Wed
 , Aug
 2

[Planning Managers PLUS](#) 11:00 AM – 12:00 PM
 BPS Room Victory Boulevard (Hybrid, 16); and Teams

[Lunch](#) 12:00 PM – 1:00 PM

[Prep for PCEF 8/15 work session \(S. Baraso, M. Reed, D. Oliveira\)](#) 3:00 PM – 4:00 PM

Thu,
 Aug
 3



Donnie/Patricia weekly Microsoft Teams Meeting	9:00 AM – 10:00 AM
DO/JO check-in phone	11:00 AM – 11:30 AM
Bureau Directors Meeting Microsoft Teams Meeting; TPB room 1500	11:30 AM – 1:00 PM
Planning Commission officer mtg	11:30 AM – 1:00 PM
Lunch	1:00 PM – 2:00 PM
BPS / Prosper monthly check-in Microsoft Teams Meeting	2:00 PM – 3:00 PM

Fri,
Aug
4

MEET: Cmr. Rubio/Dir. Donnie Oliveira, Bureau of Planning & Sustainability (BPS), weekly (Megan/Christina) VIRTUAL- Zoom link in invite	9:30 AM – 10:00 AM
Check-in (M. Reed, Elizabeth Stover, D. Oliveira) Microsoft Teams Meeting	10:00 AM – 10:45 AM
Harmonee/Donnie check-in Microsoft Teams Meeting	11:00 AM – 11:30 AM
BPS / BDS Alignment: Floodplain Regulations (T33, T24.50) Microsoft Teams Meeting	11:30 AM – 12:15 PM
Lunch	12:00 PM – 1:00 PM
ReOrg meeting Commissioner Rubio's conf room; hybrid w Zoom (link included)	2:00 PM – 2:30 PM

Mon
, Aug
7

Portland Direct Pay Conversation (M. Kaercher, D. Oliveira) Microsoft Teams Meeting	9:00 AM – 9:30 AM
Director's Office Scrum Microsoft Teams Meeting	10:00 AM – 10:30 AM
Angie/Donnie check-in Microsoft Teams Meeting	10:30 AM – 11:00 AM
BPS/PHB monthly check-in Microsoft Teams Meeting	11:00 AM – 12:00 PM
Lunch	12:00 PM – 1:00 PM
Donnie/Sam weekly Microsoft Teams Meeting	1:00 PM – 2:00 PM
MEET: Marcus Mundy & D.Oliveira	4:00 PM – 5:00 PM

Tue,
Aug
8

[Donnie/Vivian weekly](#)
Microsoft Teams Meeting

11:00 AM – 12:00
PM

[Lunch](#)

12:00 PM – 1:00 PM

[Check-in \(Kyle Diesner, D. Oliveira\)](#)
Microsoft Teams Meeting

1:00 PM – 1:45 PM

[MEET: Directors' Cabinet](#)
Hybrid: Mayor's Conference Room & Teams

2:30 PM – 3:00 PM

Wed
, Aug
9

[Media check in](#) (D. Oliveira, M. Reed)
Microsoft Teams Meeting

9:15 AM – 9:30 AM

[Confirmed - Round 2 Principal Planner Interview \(rescheduled\)](#)
Donnie's office

10:00 AM – 11:00
AM

[Lunch](#)

12:00 PM – 1:00 PM

[Sustainability/Climate Managers Meeting](#)
Microsoft Teams Meeting; BPS Room Victory Boulevard (Hybrid, 16)

1:00 PM – 2:00 PM

[DO/JO check-in](#)
phone

2:00 PM – 2:30 PM

[Temp Alternative Shelter comms meeting](#)
Microsoft Teams Meeting

2:30 PM – 3:00 PM

[Follow up check in \(E. Stover, D. Oliveira\)](#)
Donnie's office

2:30 PM – 3:15 PM

Thu,
Aug
10

[Donnie/Patricia weekly](#)
Microsoft Teams Meeting

9:00 AM – 10:00 AM

[Lunch](#)

11:30 AM – 12:30
PM

[MEET: Cmr. Rubio/Dir. Donnie Oliveira, Bureau of Planning & Sustainability \(BPS\), weekly \(Megan/Christina\) *rsch'd from 8/11](#)
VIRTUAL- Zoom link in invite

1:00 PM – 2:00 PM

[Donnie / Eric weekly](#)
Microsoft Teams Meeting

2:00 PM – 3:00 PM

Fri,
Aug
11

[Harmonee/Donnie check-in](#)
Microsoft Teams Meeting

9:30 AM – 10:00 AM

ROW Code Check-in (Andrew Speer, Donnie Oliveira, Eric Engstrom, Nancy Thorington) Microsoft Teams Meeting	10:00 AM – 11:00 AM
Community Outreach Database mtg. (W. Grabowski, E. Engstrom, V. Satterfield, P. Diefenderfer, D. Oliveira) Microsoft Teams Meeting	11:30 AM – 12:00 PM
Lunch	12:00 PM – 1:00 PM
Donnie/Eben weekly Microsoft Teams Meeting	1:00 PM – 2:00 PM
ReOrg meeting Commissioner Rubio's conf room; hybrid w Zoom (link included)	2:00 PM – 2:30 PM
MEET: E. Noll & D. Oliveira	4:00 PM – 5:00 PM

Mon
, Aug
14

Director's Office Scrum Microsoft Teams Meeting	10:00 AM – 10:30 AM
Angie/Donnie check-in Microsoft Teams Meeting	10:30 AM – 11:00 AM
Donnie/Vivian weekly Microsoft Teams Meeting	11:00 AM – 12:00 PM
Lunch	12:00 PM – 1:00 PM
Donnie/Sam weekly Microsoft Teams Meeting	1:00 PM – 2:00 PM
Jillian and Donnie	4:00 PM – 5:00 PM

Tue,
Aug
15

WORK SESSION: Portland Clean Energy Community Benefits Fund (PCEF) Performance Metrics and Outcomes (Megan/Jillian) Council Chambers	9:00 AM – 10:30 AM
MEDIA availability City Hall	10:30 AM – 11:00 AM
Director Long : Director Oliveira Check In RE HPAC Response Microsoft Teams Meeting	11:00 AM – 11:30 AM
Portland ELT Panel: "Understanding Deputy Administrator Roles and Responsibilities" Microsoft Teams Meeting	11:30 AM – 1:00 PM
PERMIT IMPROVEMENT TASK FORCE (quarterly) VIRTUAL- Zoom link in invite	1:30 PM – 2:15 PM
Climate Leadership + Community Panel Discussion Gregg Pavilion - Lewis & Clark College 615 S Palatine Hill Rd, Portland, OR 97219, USA	4:00 PM – 5:30 PM

Wed
, Aug
16

Donnie/Patricia weekly Microsoft Teams Meeting	8:30 AM – 9:00 AM
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BPS Executive Team Microsoft Teams Meeting; BPS Room Victory Boulevard (Hybrid, 16)	9:00 AM – 10:00 AM
Donnie / Eric weekly Microsoft Teams Meeting	10:00 AM – 11:00 AM
Planning Managers PLUS BPS Room Victory Boulevard (Hybrid, 16); and Teams	11:00 AM – 12:00 PM
Lunch	12:00 PM – 12:30 PM
City of Yokohama City Council Members Visit to Portland BPS Room Victory Boulevard (Hybrid, 16)	12:30 PM – 2:00 PM
AARP/BPS mtg (Bandana Shrestha, D. Oliveira, E. Engstrom) BPS Room Hud Slough (Hybrid, 10)	2:00 PM – 3:00 PM
Donnie/Magan every other week Microsoft Teams Meeting	3:00 PM – 3:30 PM
BPS / BDS monthly check-in Microsoft Teams Meeting	4:00 PM – 5:00 PM

Thu,
Aug
17

City Organization Retreat - UPDATED DATE World Forestry Center, Cheatham Hall	9:30 AM – 4:30 PM
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Fri,
Aug
18

(STAFF) MEET: Cmr. Rubio Staff/Dir. Donnie Oliveira, Bureau of Planning & Sustainability (BPS), weekly (Megan/Christina) Microsoft Teams Meeting	12:00 PM – 1:00 PM
MEET: Cmr. Rubio/Dirs. Branam, Esau, Oliveira & Rogers, weekly (Jillian) VIRTUAL- Zoom link in invite	1:30 PM – 2:00 PM
ReOrg meeting Commissioner Rubio's conf room; hybrid w Zoom (link included)	2:00 PM – 2:30 PM

Mon
, Aug
21

Director's Office Scrum Microsoft Teams Meeting	10:00 AM – 10:30 AM
CAO & BPS - PRR Redactions (K. Kehoe, J. Johnston, E. Shaffner, D. Oliveira, M. Leasure, J. Ocken, C. Paille) Microsoft Teams Meeting	10:30 AM – 11:00 AM
Donnie/Vivian weekly Microsoft Teams Meeting	11:00 AM – 12:00 PM
Lunch	12:00 PM – 12:30 PM
Office of Community Technology check-in (Andrew Speer, Adriana Miranda, Rebecca Gibbons, D. Oliveira) Microsoft Teams Meeting	12:30 PM – 1:00 PM

Advance Portland (AP) City Implementation Team ZOOM	1:00 PM – 2:30 PM
BPS/PP&R monthly Microsoft Teams Meeting	3:00 PM – 4:00 PM
Donnie/Sam weekly Microsoft Teams Meeting	4:00 PM – 4:30 PM
Harmonee/Donnie check-in Microsoft Teams Meeting	4:30 PM – 5:00 PM

Tue,
Aug
22

EOA EOW monthly check-in (D. Oliveira, T. Armstrong, P. Diefenderfer, E. Engstrom, R. Hoy) Microsoft Teams Meeting	10:00 AM – 10:30 AM
Quick Check In (Donnie Oliveira, Hector Dominguez Aguirre) Microsoft Teams Meeting	10:15 AM – 10:30 AM
Angie/Donnie check-in Microsoft Teams Meeting	10:30 AM – 11:00 AM
BPS/PHB monthly check-in (Molly Rogers, Eric Engstrom, Patricia Diefenderfer, Tom Armstrong, Donnie Oliveira) Microsoft Teams Meeting	11:00 AM – 12:00 PM
Lunch: Ciarra Pressler & D. Oliveira	12:00 PM – 1:00 PM
PSU & BPS Check in (E. Noll, V. Satterfield, D. Oliveira) BPS Office, 7th Floor Vanport	1:15 PM – 2:00 PM
BPS & Bolster Employee Technology Support decision package (Donnie Oliveira, Kevin Martin, Crystal Castruita, Elyse Rosenberg, Fritz Johnson, Aaron Beck, Chris Cavanagh) Microsoft Teams Meeting	2:00 PM – 2:30 PM
Success Factors (Angie/Donnie) Donnie's office	3:00 PM – 4:00 PM
C40 Event check-in (V. Satterfield, M. Reed, D. Oliveira, M. Lehman) Microsoft Teams Meeting	4:00 PM – 4:30 PM
Mike J & Donnie Oliveira check-in Microsoft Teams Meeting	4:35 PM – 5:00 PM

Wed
, Aug
23

PCC State/Province/City Quarterly Call	9:00 AM – 10:00 AM
Eric & Donnie Microsoft Teams Meeting	10:00 AM – 10:30 AM
DO/JO check-in phone	10:30 AM – 11:00 AM
Planning Managers PLUS and Teams; BPS Room Victory Boulevard (Hybrid, 16)	11:00 AM – 12:00 PM
Q&A - Update on Citywide Re-structuring to Support Charter Reform Implementation (All-Staff) Microsoft Teams Meeting	12:00 PM – 1:00 PM
Sustainability/Climate Managers Meeting Microsoft Teams Meeting; BPS Room Victory Boulevard (Hybrid, 16)	1:00 PM – 2:00 PM

[Christina / BPS monthly check-in](#)

Microsoft Teams Meeting

2:00 PM – 2:45 PM

[Climate Preparedness Group \[SCC workshop\]](#)

BPS Room Meadow Avenue (Hybrid, 28)

3:00 PM – 5:00 PM

Thu,
Aug
24

[PHB Director Interviews](#)

zoom

8:45 AM – 11:30 AM

[Bureau Directors Meeting](#)

In person meeting room 1501

11:30 AM – 1:00 PM

[Confirmed: Climate Investment Plan \(CIP\) Presser](#) (C. Rubio, J. Radosta, J. Schoene, M.

Reed, D. Oliveira, S. Baraso)

N. Atrium, City Hall

12:00 PM – 1:00 PM

[MEET: Budget and PCEF](#)

Microsoft Teams Meeting

1:00 PM – 1:45 PM

[Donnie/Patricia weekly](#)

Microsoft Teams Meeting

2:00 PM – 3:00 PM

[Donnie / Eric weekly](#)

Microsoft Teams Meeting

3:00 PM – 4:00 PM

Fri,
Aug
25

[Check-in](#) (P. Hawkins, V. Satterfield, M. Reed, D. Oliveira)

Microsoft Teams Meeting

9:00 AM – 9:30 AM

[Harmonee/Donnie check-in](#)

Microsoft Teams Meeting

9:30 AM – 10:00 AM

[Donnie/Eben weekly](#)

Microsoft Teams Meeting

10:30 AM – 11:30
AM

[BPS / BDS Coordination: Floodplain Regulations \(T33, T24.50\)](#) (Donnie Oliveira, Jason

Butler-Brown, Patricia Diefenderfer, Jeff Caudill, Nancy Thorington, Rebecca Esau, Lauren King, Douglas Morgan, Kaitlin Lovell)

Microsoft Teams Meeting

11:30 AM – 12:00
PM

[MEET: Cmr. Rubio/Dir. Donnie Oliveira, Bureau of Planning & Sustainability \(BPS\), weekly \(Megan/Christina\)](#)

VIRTUAL- Zoom link in invite

12:00 PM – 1:00 PM

[MEET: Cmr. Rubio/Dirs. Branam, Esau, Oliveira & Rogers, weekly \(Jillian\)](#)

VIRTUAL- Zoom link in invite

1:30 PM – 2:00 PM

[ReOrg meeting](#)

Commissioner Rubio's conf room; hybrid w Zoom (link included)

2:00 PM – 2:30 PM

Mon
, Aug
28

Director's Office Scrum	10:00 AM – 10:30 AM
Microsoft Teams Meeting	
Donnie joins Wheeler/Rubio Meeting	1:30 PM – 2:00 PM
MEET: Commissioner Rubio / Mayor Wheeler (Bobby)	1:30 PM – 2:00 PM
Mayor's Conference Room	

Tue,
Aug
29

BPS Executive Team	10:00 AM – 11:00 AM
Microsoft Teams Meeting; BPS Room Victory Boulevard (Hybrid, 16)	
(DO NOT RESCHED) PARTICIPATE: Cmr. Rubio/Dir. Oliveira, BPS Friends of Trees tour (Angela)	10:00 AM – 11:30 AM
East Portland - intersection of SE 87th Ave & SE Stephens Street (near Harrison Park School)	
Travel	11:30 AM – 12:00 PM
9/5 Council, all-presenters mtg (Bob Gravley, Nik Blosser, Donnie Oliveira, Paul Hawkins, Vivian Satterfield, Magan Reed, Eli Bonilla)	12:00 PM – 1:00 PM
BiOp Directors: Floodplain Management Workplan Update (D. Oliveira, R. Esau, D. Uchiyama, M. Jordan, A. Long, R. Taylor, K. Branam, S. Ahmed, J. Butler-Brown, D. Morgan, S. Beckman, K. Lovell, M. Walkiewicz J. Arriaga, E. Shaffner, L. King, A. Nagy, M. Phillips, L. Lehman, J. Caudill, P. Diefenderfer, J. Mooring)	1:00 PM – 1:45 PM
Microsoft Teams Meeting	
Lunch	1:45 PM – 2:30 PM
Metro/Portland Planning Director check-in	2:30 PM – 3:30 PM
BPS Room Victory Boulevard (Hybrid, 16)	
Donnie/Vivian weekly	3:30 PM – 4:00 PM
Microsoft Teams Meeting	
Donnie/Sam weekly	4:00 PM – 4:30 PM
Microsoft Teams Meeting	

Wed
, Aug
30

Natural Resource Delivery	9:00 AM – 10:30 AM
Zoom/PB Room 202	
DO/JO check-in	10:30 AM – 11:00 AM
phone	
Planning Managers PLUS	11:00 AM – 12:00 PM
BPS Room Victory Boulevard (Hybrid, 16); and Teams	
Prep - Row Code meeting (N. Thorington, E. Engstrom, A. Speer, D. Oliveira)	12:00 PM – 12:30 PM
Microsoft Teams Meeting	
Lunch	12:30 PM – 1:00 PM
Floodplain at Council	2:00 PM – 5:00 PM

Thu,
Aug
31

[Donnie/Patricia weekly](#) 9:00 AM – 10:00 AM
Microsoft Teams Meeting

[Equity Manager Hiring Committee](#) (Donnie Oliveira, Eric Engstrom, Fritz Johnson) 10:00 AM – 11:00 AM
Microsoft Teams Meeting

[TRAVEL](#) 11:00 AM – 11:30 AM

[ELT/Chiefs Re: City Organization](#) 11:30 AM – 1:00 PM
Microsoft Teams Meeting; TPB 108 Leah Hing Room

[PCC/PPS Next Steps](#) (Donnie Oliveira, Sage Learn Joshua Peters-McBride, Vicky Lopez-Sanchez) 1:30 PM – 2:00 PM

[Donnie / Eric weekly](#) 2:00 PM – 3:00 PM
Microsoft Teams Meeting

Fri,
Sep
1

[BLT - Boundaries - Quick check in](#) (D. Oliveira, J. Schoene, M. Thorup, T. Lannom) 9:20 AM – 9:50 AM
Microsoft Teams Meeting

[ROW Code Next Steps Discussion with Parties](#) 10:00 AM – 11:00 AM
Vanport Building (1810 SW 5th Ave Portland, OR 97201) - 7th Floor

[Donnie/Magan every other week](#) 11:00 AM – 11:30 AM
Microsoft Teams Meeting

[Harmonee/Donnie check-in](#) 11:30 AM – 12:00 PM
Microsoft Teams Meeting

[MEET: Cmr. Rubio/Dir. Donnie Oliveira, Bureau of Planning & Sustainability \(BPS\), weekly \(Megan/Christina\)](#) 12:00 PM – 1:00 PM
VIRTUAL- Zoom link in invite

[MEET: Cmr. Rubio/Dirs. Branam, Esau, Oliveira & Rogers, weekly \(Jillian\)](#) 1:30 PM – 2:00 PM
VIRTUAL- Zoom link in invite

[ReOrg meeting](#) 2:00 PM – 2:30 PM
Commissioner Rubio's conf room; hybrid w Zoom (link included)

[franchise review highlights](#) (E. Polk, D. Oliveira) 2:30 PM – 2:55 PM
Microsoft Teams Meeting

Tue,
Sep
5

[\(DO NOT RESCHEDULE\) WORK SESSION: Electric Grid Readiness \(Jillian\) *rsch'd from June](#) 9:30 AM – 11:00 AM
Council Chambers

[Director's Office Scrum](#) 11:00 AM – 11:30 AM
Microsoft Teams Meeting

[Donnie/R. Hoy check-in](#) 11:30 AM – 12:00 PM
Microsoft Teams Meeting

Lunch	12:00 PM – 1:00 PM
Donnie/Vivian weekly Microsoft Teams Meeting	1:00 PM – 2:00 PM
Angie/Donnie check-in Microsoft Teams Meeting	2:00 PM – 2:30 PM
Sheila Martin, D. Oliveira Check In	2:30 PM – 3:00 PM
Donnie/Sam weekly Microsoft Teams Meeting	3:30 PM – 4:30 PM
Check in R. Esau & Donnie Microsoft Teams Meeting	4:30 PM – 5:00 PM

Wed
, Sep
6

MEET: James Santana & D. Oliveira	8:30 AM – 9:45 AM
Lunch	12:00 PM – 1:00 PM
Planning & Development Directors Meeting Microsoft Teams Meeting	2:00 PM – 3:30 PM
MEET: Next steps (D. Oliveira, B. Lee, J. Schoene, J. Lee, A. Hipolito, C. Avalos, S. Baraso) Teams	3:30 PM – 4:00 PM
SCC Community Kickoff Event Core - Collective Oregon Eateries; Spot 7	5:30 PM – 6:30 PM

Thu,
Sep
7

Donnie/Patricia weekly Microsoft Teams Meeting	9:00 AM – 10:00 AM
DO/JO check-in phone	11:00 AM – 11:30 AM
Bureau Directors Meeting Microsoft Teams Meeting; TPB room 1500	11:30 AM – 12:15 PM
Renewable fuels - questions and comments (D. Oliveira, V. Satterfield, K. Tallant, D. Meisenhelter, all committee members invited)	3:00 PM – 4:00 PM
Donnie / Eric weekly Microsoft Teams Meeting	4:00 PM – 5:00 PM
Molly R Celebration	5:00 PM – 7:00 PM

Fri,
Sep
8

Focus	8:00 AM – 9:00 AM
Harmonee/Donnie check-in Microsoft Teams Meeting	9:30 AM – 10:00 AM
HOLD: Tour	10:00 AM – 11:00 AM
Donnie/Eben weekly Microsoft Teams Meeting	10:30 AM – 11:30 AM

[\(\(Jillian/Christina o/b/o CR\) MEET: Office of Cmr. Rubio/Dir. Donnie Oliveira, Bureau of Planning & Sustainability \(BPS\), weekly](#) 11:30 AM – 12:00 PM
 VIRTUAL- Zoom link in invite

[Lunch](#) 12:00 PM – 1:00 PM

[check in cont.](#) (E. Polk, D. Oliveira) 1:00 PM – 1:30 PM
 Microsoft Teams Meeting

[PCEF Climate Investment Plan \(Katie Meyer, Donnie Oliveira, Commissioner Mapps, Sam Baraso\)](#) 3:00 PM – 4:00 PM
 Microsoft Teams Meeting

Mon
 , Sep
 11

[Discuss Permitting](#) (All Directors Mtg) 8:00 AM – 9:00 AM
 Microsoft Teams Meeting

[Director's Office Scrum](#) 10:00 AM – 10:30 AM
 Microsoft Teams Meeting

[PCEF Climate Investment Plan](#) 4:30 PM – 5:00 PM
 Microsoft Teams Meeting

Tue,
 Sep
 12

[Data team meeting \(Kevin Martin, Christine Kendrick, Stephen Christy, Mahria Lebow, Idil Osman, Vishal Bakshi, Hector Dominguez Aguirre, Eric Engstrom, Donnie Oliveira\)](#) 9:00 AM – 9:30 AM
 Microsoft Teams Meeting

[BPS Executive Team](#) 10:00 AM – 11:00 AM
 Microsoft Teams Meeting; BPS Room Victory Boulevard (Hybrid, 16)

[Lunch](#) 12:00 PM – 12:30 PM

[Q & A All Staff draft city organization chart](#) 12:30 PM – 1:00 PM
 Microsoft Teams Meeting

[SAF v. UNC/Harvard - Bureau Directors meet with City Attorney's Office](#) 1:00 PM – 2:00 PM
 City Attorney's Large Conference Room, 4th Floor City Hall &; Microsoft Teams Meeting

[Angie/Donnie check in](#) 2:00 PM – 2:30 PM
 Donnie's office

[Donnie/Vivian weekly](#) 3:00 PM – 4:00 PM
 Microsoft Teams Meeting

[\(NW Natural - Amy Rathfelder & Jennifer Yocom/ BPS - Donnie Oliveira & Vivian Satterfield Mtg\)](#) 4:00 PM – 4:15 PM

[Portland Multifamily Energy Reporting and Disclosure Requirements \(Donnie Oliveira, Wade Lange, Avaly Scarpelli, Callie Purdy\)](#) 4:15 PM – 5:00 PM
 Bureau of Planning and Sustainability

Wed
, Sep
13

[Donnie / Magan EWeekly](#)

Microsoft Teams Meeting

9:30 AM – 10:00 AM

[Media interview \(Gosia Wozniacka, Donnie Oliveira, Magan Reed\)](#)

BPS Room Cottonwood Street (Hybrid, 8)

10:00 AM – 11:00
AM

[OGR & Bureau Liaison Check-In](#)

Microsoft Teams Meeting

10:00 AM – 11:00
AM

[TRAVEL](#)

11:30 AM – 12:00
PM

[Lunch \(Orlando Williams, Donnie Oliveira\)](#)

12:00 PM – 1:00 PM

[FLOODPLAIN](#) Council

2:00 PM – 3:30 PM

[Sustainability and Climate Commission - confirmed](#)

3:00 PM – 4:30 PM

[Next Steps](#) (D. Oliveira, B. Lee, J. Schoene, Jenny, A. Hipolito, C. Avalos, S. Baraso)

4:30 PM – 5:00 PM

Zoom

Thu,
Sep
14

[Donnie/Patricia weekly](#)

Microsoft Teams Meeting

9:00 AM – 10:00 AM

[Bureau Directors Meeting](#)

Microsoft Teams Meeting

11:30 AM – 12:15
PM

[Lunch](#)

12:30 PM – 1:30 PM

[Data alignment next steps](#) (Michael Jordan, Donnie Oliveira, Tim Grewe, Jeff Barer, Ruth Levine, Kevin Martin, Elyse Rosenberg, Sonia Schmanski, Eric Engstrom)

2:00 PM – 2:45 PM

Microsoft Teams Meeting

[Donnie / Eric weekly](#)

Microsoft Teams Meeting

3:00 PM – 4:00 PM

[PCEF slide review](#) (Donnie Oliveira, Magan Reed, Sam Baraso, Elizabeth Stover)

4:00 PM – 4:30 PM

Microsoft Teams Meeting

Fri,
Sep
15

[MEET: Cmr. Rubio/Dir. Donnie Oliveira, Bureau of Planning & Sustainability \(BPS\), 1:1 \(NO STAFF\)](#)

VIRTUAL- Zoom link in invite

10:30 AM – 11:00
AM

[MEET: A. Jacob & D. Oliveira](#)

Microsoft Teams Meeting

11:30 AM – 12:00
PM

[Lunch](#)

12:00 PM – 1:00 PM

[New employee meeting \(Justine Herrera, Donnie Oliveira\)](#)

Microsoft Teams Meeting

1:40 PM – 2:00 PM

[ReOrg meeting](#)

Commissioner Rubio's conf room; hybrid w Zoom (link included)

2:00 PM – 2:30 PM

[Harmonee/Donnie check-in](#)

Microsoft Teams Meeting

2:30 PM – 3:00 PM

Mon
, Sep
18

[Director's Office Scrum](#) 10:00 AM – 10:30 AM
Microsoft Teams Meeting

[Check-in on ROW Code](#) (Donnie Oliveira, Andrew Speer, Eric Engstrom, Nancy Thorington) 10:30 AM – 11:00 AM
Microsoft Teams Meeting

[Donnie/Vivian weekly](#) 11:00 AM – 12:00 PM
Microsoft Teams Meeting

[Lunch](#) 12:00 PM – 12:30 PM

[Donnie/Sam weekly](#) 12:30 PM – 1:30 PM
Microsoft Teams Meeting

[Com. Gonzalez - PCEF Climate Investment Plan \(Commissioner Gonzalez, Shah Smith, Director Oliveira, Sam Baraso\)](#) 1:30 PM – 2:15 PM
City Hall Suite 230

[Sandra Wood /Donnie phone call](#) 2:15 PM – 2:30 PM
Donnie will call Sandra

[Equity Manager \(2023-01347\) Intake Meeting](#) (Jaclyn Snyder, Eric Engstrom, Donnie Oliveira) 2:30 PM – 3:00 PM
Microsoft Teams Meeting

[Meeting: D. Oliveira, J. Schoene, M. Haium](#) 3:00 PM – 3:30 PM

[Com. Ryan - PCEF Climate Investment Plan](#) 3:30 PM – 4:15 PM
In person preferred, virtual as needed; Microsoft Teams Meeting

Tue,
Sep
19

[Sustainability and Climate Commission - confirmed](#) 10:00 AM – 11:30 AM
BPS Room Meadow Avenue (Hybrid, 28)

[Angie/Donnie check in](#) 11:30 AM – 12:00 PM
Microsoft Teams Meeting

[Lunch](#) 12:00 PM – 1:00 PM

[Advance Portland Advisory Committee Meeting #1](#) 1:00 PM – 2:30 PM
The Portland Building (420 SW Main St) Room TBD

[Management Team](#) 2:00 PM – 3:00 PM
Microsoft Teams Meeting; BPS Room Meadow Avenue (Hybrid, 28)

[MEET: M. O'Dwyer & D .Oliveira \(w/zoom link\)](#) 3:30 PM – 4:00 PM

[Employee Town Hall on City Transition](#) 4:00 PM – 5:00 PM
Zoom link below

Wed
, Sep
20

[RFS TAC Invitation](#) 9:30 AM – 11:00 AM
ZOOM

[Planning Managers PLUS](#) 11:00 AM – 12:00 PM
BPS Room Victory Boulevard (Hybrid, 16); and Teams

Lunch	12:00 PM – 1:00 PM
Sustainability/Climate Managers Meeting Microsoft Teams Meeting; BPS Room Victory Boulevard (Hybrid, 16)	1:00 PM – 2:00 PM
Data Alignment Check in (Jeff Baer, Donnie Oliveira) Microsoft Teams Meeting	2:00 PM – 2:20 PM

PCEF at Council	3:00 PM – 5:00 PM
Mike J & Donnie Oliveira check-in Microsoft Teams Meeting	4:30 PM – 4:55 PM

Thu,
Sep
21

Employee Town Hall on City Transition Zoom link below	9:00 AM – 10:00 AM
Free Geek Community Event	10:00 AM – 11:00 AM
Comm Rubio's Office/BPS Smart City PDX monthly check-in Microsoft Teams Meeting	11:30 AM – 12:00 PM
Bureau Directors Meeting Microsoft Teams Meeting	11:30 AM – 1:00 PM
Donnie/Patricia weekly Microsoft Teams Meeting	1:30 PM – 2:30 PM
Donnie / Eric weekly Microsoft Teams Meeting	3:00 PM – 4:00 PM

Fri,
Sep
22

Harmonee/Donnie check-in Microsoft Teams Meeting	9:30 AM – 10:00 AM
Donnie/Eben weekly Microsoft Teams Meeting	10:30 AM – 11:30 AM
Quick chat re: comms project (Magan Reed, Donnie Oliveira) Microsoft Teams Meeting	11:30 AM – 11:45 AM
MEET: Cmr. Rubio/Dir. Donnie Oliveira, Bureau of Planning & Sustainability (BPS), weekly (Megan/Christina) VIRTUAL- Zoom link in invite	12:00 PM – 1:00 PM
Next week scenario planning (D. Oliveira, S. Baraso, M. Reed, V. Satterfield, C. Avalos, J. Lee, A. Hipolito, I. Koong) Microsoft Teams Meeting	2:00 PM – 2:30 PM

CNCA 2023 Annual Meeting — Toronto	Mon t Fri, , Sep o Se 25 p 29	8:00 AM – 5:00 PM
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[J. Swae /D. Oliveira Mtg](#)

9:30 AM – 11:00 AM

[Director's Office Scrum](#)

10:00 AM – 10:30

Microsoft Teams Meeting

AM



Tue,
Sep
26

[BPS Executive Team](#)

10:00 AM – 11:00

Microsoft Teams Meeting; BPS Room Victory Boulevard (Hybrid, 16)

AM

[BPS/PHB monthly check-in](#)

11:00 AM – 12:00

Microsoft Teams Meeting

PM

[Sustainability and Climate Commission - confirmed](#)

12:00 PM – 1:30 PM

BPS Room Meadow Avenue (Hybrid, 28)



Wed
, Sep
27



Thu,
Sep
28



Fri,
Sep
29

[MEET: Cmr. Rubio/Dirs. Buonocore, Branam, Esau & Oliveira, weekly \(Jillian\)](#)

1:30 PM – 2:00 PM

VIRTUAL- Zoom link in invite