

## DIRECTOR MICHAEL MONTOYA CALENDAR AUGUST 2022

### August 2022

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### August 2022

#### ▲ Mon, Aug 1

■ 4:00 PM – 4:45 PM Mtg. C. Henson + Dir. Montoya

#### ▲ Tue, Aug 2 Vacation next 2 weeks except Monday

#### ▲ Wed, Aug 3

#### ▲ Thu, Aug 4

#### ▲ Fri, Aug 5

#### ▲ Sat, Aug 6

#### ▲ Sun, Aug 7

#### ▲ Mon, Aug 8

■ 9:30 AM – 11:30 AM Calibration rescheduled  
■ 12:00 PM – 12:45 PM Check In: D. Dawson + M. Ratbi + M. Montoya  
■ 2:00 PM – 3:00 PM Civic Life / PSU (proj planning)  
■ 4:00 PM – 4:45 PM Mtg. C. Henson + Dir. Montoya

#### ▲ Tue, Aug 9

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▲ **Wed, Aug 10**

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▲ **Thu, Aug 11**

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▲ **Fri, Aug 12**

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▲ **Sat, Aug 13**

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▲ **Sun, Aug 14**

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▲ **Mon, Aug 15**

- 11:00 AM – 12:00 PM Admin Spec III Final Interview
  - 2:00 PM – 2:30 PM Streamlining Performance Measurement (+ Equity) Across All Bureaus
  - 3:00 PM – 4:30 PM Bureau Design: Michael x Marissa x Ciara
  - 4:00 PM – 4:45 PM Mtg. C. Henson + Dir. Montoya
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▲ **Tue, Aug 16**

- 9:00 AM – 10:00 AM Michael Montoya/ NEXStrategies, meeting #2
  - ▨ 10:00 AM – 10:30 AM Bus Ops Team Meeting- HR Items
  - ▨ 10:30 AM – 12:00 PM Bus Ops Team Meeting
  - 12:30 PM – 2:30 PM Civic Life Leadership Team Meeting
  - 4:00 PM – 4:30 PM Directors 2x Weekly Check-in
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▲ **Wed, Aug 17**

- 2:00 PM – 3:00 PM PSU and City of Portland Update Meeting
  - 3:00 PM – 3:30 PM Raul : MMontoya H drive mtg
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▲ **Thu, Aug 18**

- 9:00 AM – 11:00 AM Monthly Budget Meeting
- 11:30 AM – 12:00 PM Fall Bump & Transfer Graffiti
- 1:00 PM – 1:45 PM 1:1 M. Ratbi + M. Montoya
- 2:00 PM – 2:30 PM Misc Admin Items S. Arifdjanov + M. Ratbi + M. Montoya

■ 4:00 PM – 4:30 PM Directors 2x Weekly Check-in

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▲ **Fri, Aug 19**

■ 9:00 AM – 10:00 AM 1:1 K. Perkins + M. Montoya  
■ 10:00 AM – 11:00 AM BPS (2035 Lead Planner) + Civic Life PEP Team Sync  
■ 1:00 PM – 2:00 PM Weekly Strategic Comms Team Meeting  
■ 3:00 PM – 5:00 PM Office Hours with Director Montoya

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▲ **Sat, Aug 20 – Sun, Aug 21**

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▲ **Mon, Aug 22**

■ 9:00 AM – 11:00 AM Calibration  
■ 12:30 PM – 1:15 PM Check In: D. Dawson + M. Ratbi + M. Montoya  
■ 2:00 PM – 3:30 PM Better 82nd Stabilization Workgroup- Mtg #2  
■ 4:00 PM – 4:45 PM Mtg. C. Henson + Dir. Montoya

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▲ **Tue, Aug 23**

▨ 10:00 AM – 10:30 AM Bus Ops Team Meeting- HR Items  
▨ 10:30 AM – 12:00 PM Bus Ops Team Meeting  
■ 1:30 PM – 2:00 PM RE: Laptop upgrade w BTS Bisorca  
■ 4:00 PM – 4:30 PM Directors 2x Weekly Check-in

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▲ **Wed, Aug 24**

▨ 11:00 AM – 11:30 AM RE: laptop  
■ 1:00 PM – 1:45 PM MM w SL 1:1  
■ 2:00 PM – 3:00 PM BMP decisions/others

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▲ **Thu, Aug 25**

▨ 11:00 AM – 12:30 PM Nationwide Community Engagement City/County Staff  
■ 1:00 PM – 1:45 PM 1:1 M. Ratbi + M. Montoya  
■ 1:00 PM – 2:00 PM OPTIONAL Civil Rights Title VI Briefing  
■ 2:00 PM – 3:00 PM Derek w Michael 1:1  
▨ 3:30 PM – 5:00 PM Entertainment Detail Partners Orientation  
■ 4:00 PM – 4:30 PM Directors 2x Weekly Check-in

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▲ **Fri, Aug 26**

- 9:00 AM – 10:00 AM 1:1 K. Perkins + M. Montoya
  - 11:00 AM – 12:00 PM 1:1 Michael M & Icie
  - 1:00 PM – 2:00 PM Weekly Strategic Comms Team Meeting
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▲ **Sat, Aug 27**

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▲ **Sun, Aug 28**

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▲ **Mon, Aug 29**

- 10:00 AM – 10:15 AM Check in M. Ratbi + S. Arifdjanov + M. Montoya
  - 12:00 PM – 12:15 PM Check in D. McArdle-Jaimes + M. Montoya
  - 1:30 PM – 1:45 PM Check in P. Sitcov + M. Montoya
  - 3:00 PM – 3:30 PM Fall BMP finalization with Mourad
  - 4:00 PM – 4:45 PM Mtg. C. Henson + Dir. Montoya
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▲ **Tue, Aug 30**

- ▨ 10:00 AM – 10:30 AM Bus Ops Team Meeting- HR Items
  - ▨ 10:30 AM – 12:00 PM Bus Ops Team Meeting
  - 12:30 PM – 2:30 PM Civic Life Leadership Team Meeting
  - 2:00 PM – 3:00 PM Civic Life Engagement Practitioner Cohort Presentation #2 with CPI
  - 4:00 PM – 4:30 PM Directors 2x Weekly Check-in
  - 4:00 PM – 4:30 PM mm PEP Present directors
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▲ **Wed, Aug 31**

- 12:30 PM – 1:30 PM Commissioner Hardesty & Director Montoya Lunch
  - 3:15 PM – 4:00 PM DD w MM 1:1
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