

# Bureau Director: Lisa Watson

## July 1<sup>st</sup>, 2022 – September 30<sup>th</sup>, 2022

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### Friday, July 1

9:00AM – 9:55AM	Michelle/ Lisa Check-in (introductory meeting); Kirby, Michelle; Teams
10:00AM – 11:00AM	Meet & Greet; Blancas, Matt; Teams
1:00PM – 1:50PM	Check in; Mowry, Judith; Teams
3:00PM – 5:00PM	Wrap Up this week/Plan for next week

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### Wednesday, July 6

9:00AM – 9:45AM	Lisa and Jeff Check-in; Selby, Jeff; Teams
10:00AM – 11:00AM	MEET / GREET: Director Lisa Watson   Office of Equity & Director Shad Ahmed   Bureau of Emergency Management; HYBRID: Teams or In-person
12:30PM – 1:15PM	MEET / GREET: Director Lisa Watson   Office of Equity & Erich Pacheco   Equity Manager; Pacheco, Erich; Lisa's Office, PB 12 <sup>th</sup> Floor, Room 1206
1:30PM – 2:00PM	City Learner Video Trainings
2:00PM – 2:30PM	MEET / GREET: Director Lisa Watson   Office of Equity & Director Jeff Baer   Bureau of Technology Services; Baer, Jeff; Teams
3:00PM – 3:30PM	Angie   Britt   Lex Check-In; Rothweiler, Erin; Zoom
3:45PM – 4:00PM	Commissioner Rubio: Quick Check In

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### Thursday, July 7

10:00AM – 10:45AM	COFFEE Meet & Greet: Chris Warner, PBOT Director / Lisa Watson, OEHR Director; Patio of 40lbs Bar + Coffee   101 SW Main Street #140 (in World Trade Center, NOY the one at 824 SW 2 <sup>nd</sup> Ave)
11:00AM – 11:30AM	NWPEDC; Sanchez, Yolanda; Zoom
11:30AM – 1:00PM	Bureau Directors Monthly Meeting; Jordan, Michael; Zoom
1:00PM – 3:30PM	LEAD - Building a Culture of Belonging: Addressing Acts of Othering (OEHR); BHR Training; Zoom

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**Friday, July 8**

9:00AM – 9:30AM	OEHR/HR Check-Ins; Lane, Anita; Hybrid: Teams or in-person
10:00AM – 10:30AM	CHECK-IN: Grace & Lisa; Teams
11:00AM – 12:00PM	MEET / GREET: Director Lisa Watson   Office of Equity & Kenya Williams   Equity Manager; Williams, Kenya; Teams
2:15PM – 3:00PM	meet & greet: BPS Director Donnie Oliveira / Office of Equity Director Lisa Watson; Teams
3:00PM – 5:00PM	Wrap Up this week/Plan for next week

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**Monday, July 11**

8:00AM – 9:00AM	Weekly Planning/Prep
9:00AM – 10:00AM	Weekly Check-in; Selby, Jeff; Lisa's Office
10:00AM – 11:30AM	Coffee: Transgender Day of Visibility committee representatives/ Director Lisa Watson; Jakusovszky, Lex; Honey Latte Café   1033 SW Main Street   Portland, OR 97214
1:00PM – 1:30PM	Equity and Results- 2022 Budget Fiscal Year; Sanchez, Yolanda; Teams
3:00PM – 4:00PM	MEET / GREET: Director Lisa Watson   Office of Equity & Director Bob Cozzie   Bureau of Emergency Communications; 911 Dispatch Facility   9911 SE Bush Street   Portland, OR 97266

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**Tuesday, July 12**

9:00AM – 9:30AM	OEHR/HR Check-Ins; Lane, Anita; Hybrid: Teams or in-person
10:00AM – 10:45AM	Lisa Watson/Carmen Merlo - Meet and Greet; Merlo, Carmen; Walk to Portland Art Museum – Meet in front of Portland Building
11:00AM – 12:00PM	REP RBA Session 10: project check-in and leadership prep; Brooks, Danielle; Teams
1:00PM – 2:00PM	LGBTQIA+ Equity Practitioner Meeting; Jakusovszky, Lex; Teams
2:15PM – 3:00PM	MEET / GREET: Director Lisa Watson   Office of Equity & Director Adena Long   Portland Parks & Recreation; Teams or Lisa's Office @ PB – 12 <sup>th</sup> Floor, Room 1206
3:15PM – 3:45PM	Meet n Greet w. Nikoyia, BPS Equity Mngr   Lisa Watson, Office of Equity Dir; Phillips, Nikoyia; Teams

4:00PM – 4:30PM

Directors 2x Weekly Check-in; Jordan, Michael; Zoom

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**Wednesday, July 13**

8:30AM – 9:30AM

Meet/Greet Director Lisa Watson; Uchiyama, Dawn; Cheryl on 12<sup>th</sup> | 1135 Washington Street | Portland, OR 97205

10:00AM – 10:45AM

Meet/Greet: Lisa W & Thuan D (PHB, equity mgr); Duong, Thuan

11:00AM – 12:00PM

Meet & Greet, Request for Support; Rosenstein, Lauren; Zoom

12:30PM – 1:00PM

Check in; Claudio, Claudia; Teams

2:00PM – 2:50PM

Mike J./ Lisa Check-in; Mike's Office, Room 926 @ Portland Building

3:00PM – 4:00PM

Prep for RBA Event tomorrow

4:00PM – 5:00PM

EPD program connection; Denman, Pete; Teams

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**Thursday, July 14**

8:30AM – 9:45AM

Check-in: SuccessFactors, hiring, and other items; Selby, Jeff; Teams

10:00AM – 10:45AM

MEET: Cmr. Rubio/Lisa Watson, Office of Equity & Human Rights (OEHR) biweekly (Stephan); Rubio, Carmen; Cmr. Rubio's Office

10:30AM – 12:00PM

P&D Directors Monthly Meeting; Nameny, Phil; Teams

12:30PM – 3:30PM

RBA Session #10 - Culminating Session with Executive Leadership and/or Elected Officials; [theo@equityandresults.com](mailto:theo@equityandresults.com); Zoom

4:00PM – 4:30PM

Directors 2x Weekly Check-in; Jordan, Michael; Zoom

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**Friday, July 15**

9:00AM – 10:00AM

MEET / GREET: Director Lisa Watson | Office of Equity & Juan Carlos Ocana-Chiu | Equity Manager; HYBRID: Teams or Café Umbria | 710 SW Madison Street | Portland, OR 97205

10:00AM – 10:30AM

CHECK-IN: Grace & Lisa; Teams

11:00AM – 12:00PM

MEET: Lisa & Asena, Re: Budget Equity Toolkit; Lawrence, Asena; Teams

12:00PM – 1:00PM	MEET / GREET: Director Lisa Watson   Office of Equity & Leesha Posey   Equity Manager; Posey, Leesha; Teams
1:30PM – 2:15PM	Lisa / Stephan Bi-Wkly Check-In; Herrera, Stephan; Teams
3:00PM – 3:25PM	Check in; Mowry, Judith; Teams
3:00PM – 5:00PM	Wrap Up this week/Plan for next week

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**Monday, July 18**

8:00AM – 9:00AM	Weekly Planning/Prep
9:00AM – 10:00AM	Weekly Check-in; Selby, Jeff; Lisa's Office or Teams
10:30AM – 11:00AM	Meet/Greet: Brie Scrivner; Teams
11:30AM – 1:30PM	Lunch Meeting with Director Lisa Watson; Montoya, Michael
2:00PM – 2:45PM	MEET / GREET: Director Lisa Watson   Office of Equity & Wendy Serrano   Equity Manager; Serrano, Wendy; Teams
3:00PM – 4:00PM	Online training: Mandatory Reporting
4:00PM – 5:00PM	Meet Seraphie Allen

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**Tuesday, July 19**

6:00AM – 7:00AM	HR Agenda: SuccessFactors
7:00AM – 7:30AM	AGENDA TODAY: Call for Issues: 2023 State Legislative Agenda
10:00AM – 11:30AM	Office of Equity Staff Meeting; Zoom
1:00PM – 1:45PM	MEET / GREET: Director Lisa Watson   Office of Equity & Shyvon Williams   Equity Manager; Teams
2:00PM – 3:00PM	Lisa/Danielle 1:1; Brooks, Danielle; Teams
4:00PM – 4:30PM	Directors 2x Weekly Check-in; Jordan, Michael; Zoom

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**Wednesday, July 20**

9:30AM – 10:30AM	Meeting: Gabriel Solmer/Lisa Watson; Teams
10:45AM – 11:30AM	Alan Yoder/Lisa Watson Meet; Teams
1:00PM – 3:00PM	2.02 Training; Zoom
3:00PM – 3:45PM	REPORT REVIEW: Civil Rights Equity Program Update

3:45PM – 4:15PM OEHR/HR Check-Ins; Lane, Anita; Hybrid: Teams or in-person  
4:30PM – 5:00PM Meet/Greet: Director Jessica Kinard | City Budget Office & Director Lisa Watson | Office of Equity; Chavez, Josie; Teams

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**Thursday, July 21**

11:00AM – 2:00PM REPORT REVIEW: Civil Rights Equity Program Update  
12:15PM – 12:45PM Quick Phone Chat: Lisa W / Stephan H  
2:00PM – 3:00PM Lisa + Yolanda 1:1; Sanchez, Yolanda; Zoom  
3:00PM – 3:50PM Judith/Lisa; Mowry, Judith; Teams  
4:00PM – 5:00PM Western States Center Local Government Cohort Meeting #2; [ethan@stuartcollective.co](mailto:ethan@stuartcollective.co); Zoom

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**Friday, July 22**

8:00AM – 9:00AM FINAL REPORT REVIEW: Civil Rights Equity Program Update  
9:00AM – 10:30AM GARE Working Group: Chief Equity Officers; Zoom  
10:00AM – 11:00AM Black Male Achievement: Lisa Watson, Justice Rajee, and Jeff Selby; Zoom  
11:00AM – 11:30AM CHECK-IN: Grace & Lisa; Teams  
2:30PM – 4:00PM Meet Katie Maxwell  
4:00PM – 5:00PM Wrap Up this week/Plan for next week

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**Monday, July 25**

8:00AM – 9:00AM Weekly Planning/Prep  
9:00AM – 10:00AM Weekly Check-in; Selby, Jeff; Lisa's Office or Teams  
10:30AM – 11:00AM Check in Lisa/Claudia; Teams  
11:00AM – 11:45AM Into/Meet/Greet-Office of Equity and Human Rights' New Director Lisa Watson c-Grace Labrador-Hallett #360 852-3026 Email/Zoom Inc.  
5:00PM – 6:30PM Chebre Vickers one on one

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**Tuesday, July 26**

8:00AM – 10:00AM Jeff and Lisa; Selby, Jeff; Teams  
10:00AM – 1:00PM Intro to Procurement – City Training; Teams

1:30PM – 2:00PM	Monthly Check-in: Lisa & Asena; Lawrence, Asena; Teams
2:00PM – 3:00PM	Citywide Mentorship Program; Zoom
3:00PM – 3:30PM	MEET / GREET: Director Lisa Watson   Office of Equity & Director Rebecca Esau   Bureau of Development Services; Poole, Colleen; Teams
3:30PM – 4:00PM	OEHR/HR Check-Ins; Lane, Anita; Hybrid: Teams or in-person
4:00PM – 4:30PM	Directors 2x Weekly Check-in; Jordan, Michael; Zoom

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**Wednesday, July 27**

8:00AM – 9:00AM	Success Factors: Lisa and Jeff; Teams
8:45AM – 9:30AM	Meet/Greet with Lisa Watson, Dir. OEHR; Café Umbria   701SW Madison Street   Portland, OR 97205
10:00AM – 10:30AM	Call Theo
10:30AM – 11:30AM	1:1; Cheron, Nickole; Teams
11:30AM – 12:30PM	Lisa/Lex Check In; Jakusovszky, Lex; Teams
1:00PM – 2:00PM	Success Factors: Lisa and Jeff; Selby, Jeff; Teams
2:00PM – 5:00PM	Success Factors Calibration Meeting: Lisa + Jeff + Anita; Selby, Jeff; Teams

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**Thursday, July 28**

9:00AM – 12:00PM	LEAD- Conflict Resolution for Leaders (PSU); BHR Training; Zoom
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**Monday, August 1**

5:00PM – 7:00PM	Lisa and Chabre Connect + Travel time; Vickers, Chabre; The Observatory   8115 SE Stark Street   Portland, OR 97215
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**Tuesday, August 2**

9:00AM – 9:30AM	OEHR/HR Check-Ins; Lane, Anita; Hybrid: Teams or in-person
10:00AM – 11:30AM	Office of Equity Staff Meeting; Zoom
12:00PM – 1:00PM	Weekly Check-in; Selby, Jeff; Teams
2:00PM – 3:00PM	Lisa/Danielle 1:1; Brooks, Danielle; Teams
3:00PM – 3:25PM	Chat; Mowry, Judith; Teams
4:00PM – 4:30PM	Directors 2x Weekly Check-in; Jordan, Michael; Zoom

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**Wednesday, August 3**

9:00AM – 10:00AM	Bureau Director Interviews for Transformation Planning; City Directors; Zoom
11:00AM – 12:00PM	Re-entry/Accommodations Response from Council/BHR Discussion with DEEP (Option 2 of 2); Caselton, Debbie; Teams
1:00PM – 1:45PM	OCT/Equity collaboration; Perez, Elisabeth; Teams
2:30PM – 3:30PM	RBA REP Cohort recap; Brooks, Danielle; Teams

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**Thursday, August 4**

8:00AM – 11:30AM	REVIEW one on one notes
11:30AM – 1:00PM	Bureau Directors Monthly Meeting; Jordan, Michael; Zoom
1:00PM – 2:00PM	Marlon and Lisa; Zoom
4:00PM – 5:15PM	Western States Center Local Government Cohort Meeting #3; Sanchez, Yolanda; Teams

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**Friday, August 5**

9:00AM – 9:30AM	CHECK-IN: Grace & Lisa; Teams
10:00AM – 11:00AM	OEHR + E&R Cohort Racial Equity Strategy Briefing; <a href="mailto:theo@equityandresults.com">theo@equityandresults.com</a> ; Zoom
11:10AM – 12:00PM	MEET: Office of Equity Director   Lisa Watson & Cmr. Rubio Senior Staff Rep   Rico Lujan Valerio; HYBRID: Teams or Lisa's Office @ PB, Room 1206
12:30PM – 1:00PM	Jeff and Lisa: SuccessFactors Finalized; Teams
1:00PM – 1:30PM	Training Team Discussion; Sanchez, Yolanda; Teams
2:30PM – 3:00PM	MEET: Cmr. Rubio/Lisa Watson, Office of Equity & Human Rights (OEHR) Director, biweekly (Rico); Rubio, Carmen; Zoom
3:00PM – 3:30PM	Meeting W/Office of Human Rights Director Lisa Watson & Commissioner Mapps; Teams
3:30PM – 5:00PM	Wrap Up this week/Plan for next week

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**Monday, August 8**

8:00AM – 9:00AM

Weekly Planning/Prep

9:00AM – 10:00AM

Weekly Check-in; Selby, Jeff; Lisa's Office or Teams

**Tuesday, August 9**

10:00AM – 11:30AM

City Club

3:00PM – 3:30PM

MEET: Director Lisa Watson/Cmr Ryan (Kellie); Teams

4:00PM – 4:30PM

Directors 2x Weekly Check-in; Jordan, Michael; Zoom

**Wednesday, August 10**

9:00AM – 1:30PM

Review Document and Reports

10:00AM – 11:00AM

LGBTQ+ & Friends Affinity Group Leadership Meeting;  
Goins, Michael; Teams

12:30PM – 1:00PM

Judith Phone Call

1:30PM – 2:00PM

Hiring Managers Check in; Claudio, Claudia; Teams

2:00PM – 2:50PM

Mike J./ Lisa Check-in; Jordan, Micheal; Mike's Office,  
Room 926, Portland Building

3:15PM – 4:15PM

Lisa / Rico Check In; Lujan Valero, Rico; Starbucks by City  
Hall**Thursday, August 11**

9:00AM – 9:45AM

MEET / GREET: Director Lisa Watson | Office of Equity &  
Nnenna Lewis | Equity Manager; Teams

12:30PM – 2:30PM

Re-Entry Stakeholder - 1st Meeting; Bless, Cathy; Zoom

2:30PM – 3:30PM

Fire Chief/Equity Director Meet & Greet; Moore, Janice;  
Teams

4:45PM – 6:15PM

Caryn Brooks &amp; Lisa Watson; Teams

**Friday, August 12**

9:30AM – 10:00AM

CALL: Michael Cherry – Grand Ronde Tribal Council

10:00AM – 10:30AM

CHECK-IN: Grace &amp; Lisa; Teams

10:30AM – 11:30AM

Lisa/Lex Check In; Jakusovszky, Lex; Teams

1:30PM – 5:00PM

Email Clean-up &amp; Transcribe Meeting Notes



3:00PM – 5:00PM Wrap Up this week/Plan for next week

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**Monday, August 15**

8:00AM – 9:00AM Weekly Planning/Prep

9:00AM – 10:00AM Weekly Check-in; Selby, Jeff; Lisa's Office or Teams

2:00PM – 3:00PM Check in with Claudia; Teams

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**Tuesday, August 16**

9:00AM – 9:30AM OEHR/HR Check-Ins; Lane, Anita; Hybrid: Teams or in-person

10:00AM – 11:30AM Office of Equity Staff Meeting; Zoom

2:00PM – 3:00PM Lisa/Danielle 1:1; Brooks, Danielle; Teams

4:00PM – 4:30PM Directors 2x Weekly Check-in; Jordan, Michael; Zoom

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**Wednesday, August 17**

9:00AM – 10:00AM DEEP + BHR Discussions; Caselton, Debbie; Zoom

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**Thursday, August 18**

4:00PM – 4:30PM Directors 2x Weekly Check-in; Jordan, Michael; Zoom

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**Friday, August 19**

9:30AM – 10:00AM Lisa & Tatiana Check-in; Elejalde, Tatiana; Teams

10:00AM – 10:30AM CHECK-IN: Grace & Lisa; Teams

3:00PM – 5:00PM Wrap Up this week/Plan for next week

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**Monday, August 22**

8:00AM – 9:00AM Weekly Planning/Prep

9:00AM – 10:00AM Weekly Check-in; Selby, Jeff; Lisa's Office or Teams

10:05AM – 10:55AM CHECK-IN (biweekly): Lisa & Rico Lujan Valerio | Cmr. Rubio's Office Senior Staff Rep; Teams

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**Tuesday, August 23**

10:15AM – 10:30AM CHECK-IN: Success Factors Performance Review; Selby, Jeff; Teams

11:00AM – 11:45AM	Land Acknowledgement Project Discussion; Mishan, Miranda; Teams
1:00PM – 2:30PM	City Club Meeting
4:00PM – 4:30PM	Directors 2x Weekly Check-in; Jordan, Michael; Zoom

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**Wednesday, August 24**

9:00AM – 10:00AM	Lisa Watson/ NEXStrategies, meeting #2; Zoom
10:00AM – 11:00AM	1:1 Check-in; Cheron, Nickole; Teams
11:00AM – 11:15AM	CHECK-IN: Success Factors Performance Review; Teams
11:30AM – 12:30PM	Lisa/Lex Check In; Jakusovszky, Lex; Teams
2:30PM – 2:45PM	CHECK-IN: Success Factors Performance Review; Teams
3:00PM – 5:00PM	Re-Entry Stakeholder - 3rd Meeting; Bless, Cathy; Zoom

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**Thursday, August 25**

9:05AM – 9:20AM	CHECK-IN: Success Factors Performance Review for Asena Lawrence; Teams
11:00AM – 11:50AM	MEET / GREET: Director Lisa Watson   Office of Equity & Michelle Rodriguez   Cmr. Mapps Senior Staff Rep; Teams
12:00PM – 1:30PM	Prepare for Commissioner Rubio
1:30PM – 1:45PM	CHECK-IN: Success Factors Performance Review for Judith Mowry; Teams
2:00PM – 3:00PM	Lisa & TE 1:1; Elejalde, Tatiana; Teams
3:00PM – 3:15PM	CHECK-IN: Success Factors Performance Review for Tatiana Elejalde; Teams
4:00PM – 5:00PM	MEET: Cmr. Rubio/Lisa Watson, Office of Equity & Human Rights (OEHR) Director, monthly 1:1 (no staff); Coopers Hall   404 SE 6 <sup>th</sup> Avenue   Portland, OR 97214

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**Friday, August 26**

9:00AM – 10:30AM	GARE Working Group: Chief Equity Officers; Zoom
11:00AM – 11:30AM	CHECK-IN: Grace & Lisa; Teams
11:30AM – 11:45AM	CHECK-IN: Success Factors Performance Review for Grace Labrador-Hallett; Teams

12:00PM – 1:00PM	Lisa/Danielle 1:1; Brooks, Danielle; Teams
1:45PM – 2:00PM	CHECK-IN: Success Factors Performance Review for Yolanda Sanchez; Teams
2:00PM – 2:50PM	MEET: Group Homework; Teams
3:00PM – 5:00PM	Wrap Up this week/Plan for next week

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**Monday, August 29**

8:00AM – 9:00AM	Fall BMP Discussion: Lisa, Anthony, and Jeff; Teams
9:00AM – 10:00AM	Weekly Check-in; Selby, Jeff; Lisa's Office or Teams
10:05AM – 10:55AM	MEET / GREET: Lisa & Mike Frome   Deputy Chief, Chief's Office; Teams
12:00PM – 1:00PM	Fall BMP review (let Anthony Martin and Jeff know of edits)
3:00PM – 3:30PM	Reminder to finish Rubric Evaluation

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**Tuesday, August 30**

8:30AM – 9:00AM	OEHR/HR Check-Ins; Lane, Anita; Hybrid: Teams or in-person
10:00AM – 11:30AM	Office of Equity Staff Meeting; Zoom
11:30AM – 12:00PM	Lex Jakusovszky Success Factors Check-in; Teams
12:00PM – 1:30PM	Lunch: Gustavo Morales
1:30PM – 3:30PM	Re-Entry Stakeholder - 4th Meeting; Bless, Cathy; Zoom
3:30PM – 5:00PM	Future of Work Wrap-Up; Espinoza, Leah; Teams
4:00PM – 4:30PM	Directors 2x Weekly Check-in; Jordan, Michael; Zoom

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**Wednesday, August 31**

8:00AM – 10:00AM	Solo Work Session: One on Ones Recap
10:00AM – 11:00AM	Black Male Achievement Discussion w/ Royal Harris; Teams
11:30AM – 12:00PM	Monthly Check-in: Lisa & Asena; Teams
2:00PM – 2:25PM	Success Factors check in; Mowry, Judith; Teams

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**Thursday, September 1**

8:00AM – 9:00AM	Prepare for today: Jessica and Adena
9:00AM – 9:50AM	CHECK-IN (monthly): Lisa & Jessica Kinard   Director, City Budget Office; Teams
10:00AM – 10:50AM	Fair Contracting Forum + Forecasting meetings; Zoom
11:30AM – 1:00PM	Bureau Directors Monthly Meeting; Jordan, Michael; Zoom
3:45PM – 4:15PM	Lisa/Kellie; Torres, Kellie; Kellie will call
5:00PM – 7:00PM	Lisa & Adena Long; Mother's Bistro   121 SW 3 <sup>rd</sup> Avenue, Portland, OR 97204

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**Tuesday, September 6**

9:00AM – 9:30AM	OEHR/HR Check-Ins; Lane, Anita; Hybrid: Teams or in-person
10:00AM – 10:50AM	CHECK-IN: Lisa and Matt Blancas; Teams
11:00AM – 11:30AM	MEET: Cmr. Rubio/Lisa Watson, Office of Equity & Human Rights (OEHR) Director, biweekly (Rico)
1:15PM – 1:55PM	Collaboration with Leah, Marisa, Thuan, Lisa, Judith; Brophy, Ana; Zoom
2:00PM – 2:50PM	CHECK-IN (monthly): Lisa & Michael Montoya   Director, Office of Community and Civic Life; Teams
3:00PM – 4:00PM	Check-In (Lisa + Yolanda); Sanchez, Yolanda; Teams

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**Wednesday, September 7**

8:00AM – 9:00AM	Resume Review
9:00AM – 9:50AM	CHECK-IN (monthly): Lisa and Kellie Torres   Chief of Staff, Cmr. Ryan's Office; Teams
10:00AM – 10:50AM	MEET / GREET: Director Lisa Watson   Office of Equity & Director Chuck Lovell   Portland Police Bureau; Zoom
10:35AM – 11:05AM	CHECK-IN: Grace & Lisa; Teams
11:30AM – 12:30PM	Lisa/Lex Check In; Jakusovszky, Lex; Teams
12:30PM – 2:00PM	Resume Review
2:00PM – 3:00PM	Onboarding Processes Brainstorm; Claudia, Claudio; Teams
3:00PM – 4:30PM	MEET: Lisa & Laura John   Tribal Relations; Mother's Bistro   121 SW 3 <sup>rd</sup> Avenue, Portland, OR 97204

4:30PM – 6:00PM Resume Review

6:00PM – 8:00PM Karol Collymore

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**Thursday, September 8**

8:30AM – 10:30AM Re-Entry Stakeholder + COVID Policy Team Meeting; Bless, Cathy; Zoom

4:00PM – 4:30PM Directors 2x Weekly Check-in; Jordan, Michael; Zoom

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**Tuesday, September 13**

8:30AM – 9:00AM OEHR/HR Check-Ins; Lane, Anita; Hybrid: Teams or in-person

9:00AM – 10:00AM Workforce Demographics Survey Feedback Session 2; Cruzan, Carol; Teams

11:30AM – 12:00PM Check-in: Jeff, Lisa & Asena; Teams

1:00PM – 2:00PM Political Restrictions Town Hall; Jordan, Michael; Zoom

2:00PM – 3:00PM Lisa/Danielle 1:1; Brooks, Danielle; Teams

3:00PM – 3:50PM MEET / GREET: Director Lisa Watson | Office of Equity & Yashica Island | Equity Manager; Teams

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**Wednesday, September 14**

9:00AM – 10:00AM Weekly Check-in; Selby, Jeff; Teams

10:00AM – 11:00AM LGBTQ+ & Friends Affinity Group Leadership Meeting; Goins, Michael; Teams

11:00AM – 11:45AM Fall BMP Discussion; Selby, Jeff; Teams

2:00PM – 2:50PM Mike J./ Lisa Check-in; Jordan, Michael; Teams

3:00PM – 3:50PM Procurement metrics in Racial Equity Plans; Nguyen, Gennie; Teams

6:00PM – 9:00PM Hispanic Metropolitan Chamber Event; Oregon Convention Center | 777 NE Martin Luther King Blvd.

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**Thursday, September 15**

8:00AM – 10:30AM City Club Meeting

1:30PM – 2:00PM Catch up: Lisa and Jeff; Selby, Jeff; Teams

2:00PM – 3:00PM Lisa + Yolanda 1:1; Sanchez, Yolanda; Zoom

3:00PM – 4:00PM Judith/Lisa; Mowry, Judith; Teams  
4:00PM – 4:30PM Directors 2x Weekly Check-in; Jordan, Michael; Zoom

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**Friday, September 16**

9:00AM – 9:40AM MEET (monthly): Director Lisa Watson | Office of Equity & Michelle Rodriguez | Cmr. Mapps Senior Staff Rep; Teams  
10:00AM – 10:30AM CHECK-IN: Grace & Lisa; Teams  
11:30AM – 12:00PM Intro to the Surveillance technologies work and policy; Dominguez Aguirre, Hector; Teams  
3:00PM – 5:00PM Wrap Up this week/Plan for next week

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**Monday, September 19**

8:00AM – 9:00AM Weekly Planning/Prep  
9:00AM – 10:00AM Weekly Check-in; Selby, Jeff; Teams  
3:30PM – 5:00PM Governance

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**Tuesday, September 20**

9:00AM – 9:30AM OEHR/HR Check-Ins; Lane, Anita; Hybrid: Teams or in-person  
9:30AM – 10:30AM Lisa/Lex Check In; Jakusovzsky, Lex; Teams  
12:00PM – 2:30PM LUNCH MEET: Lisa & Carmen Merlo | Director, Office of Management & Finance; TBD

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**Wednesday, September 21**

10:00AM – 10:50AM Check in w/Judith; Mowry, Judith; Teams  
3:00PM – 3:50PM CHECK-IN (biweekly): Lisa & Cathy Bless | Director, Bureau of Human Resources; Teams

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**Thursday, September 22**

10:00AM – 12:00PM Center for Women's Leadership  
2:00PM – 3:00PM Lisa & TE 1:1; Elejalde, Tatiana; Teams  
4:00PM – 4:30PM Directors 2x Weekly Check-in; Jordan, Michael; Zoom  
4:45PM – 6:15PM Lisa Watson/ Eric Zimmerman; Teams

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**Friday, September 23**

9:00AM – 10:30AM GARE Working Group: Chief Equity Officers; Zoom

10:00AM – 10:30AM CHECK-IN: Grace & Lisa; Teams

11:00AM – 11:30AM TATIANA: review letter for Cathy then CALL

11:30AM – 1:00PM City credit card - finish process

1:00PM – 1:30PM MEET: Cmr. Rubio/Lisa Watson, Office of Equity & Human Rights (OEHR) Director, biweekly (Stephan)

2:00PM – 2:30PM MFA check in; Claudio, Claudia; Teams

2:30PM – 5:00PM Presentation for Bureau Directors Retreat

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**Monday, September 26**

6:30AM – 9:00AM Director's Retreat Presentation Prep

8:00AM – 9:00AM Weekly Planning/Prep

9:00AM – 10:00AM Weekly Check-in; Selby, Jeff; Lisa's Office or Teams

10:10AM – 11:00AM CHECK-IN (1x Quarterly): Lisa & Juan Carlos Ocana-Chiu | Equity Manager, Office of Management & Finance; Teams

11:00AM – 11:30AM Surveillance Policy; Oliveira, Donnie; Teams

2:00PM – 5:00PM Jeff: Work on Retreat Materials for Lisa for Director's Retreat; Selby, Jeff; Teams

5:30PM – 6:30PM MEET: Lisa Watson & Sam Adams; The Hotel Zags Portland | 515 SW Clay Street | Portland, OR 97201

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**Tuesday, September 27**

8:00AM – 9:00AM Review Language Document

9:00AM – 9:30AM OEHR/HR Check-Ins; Lane, Anita; Hybrid: Teams or in-person

9:00AM – 11:30AM Surveillance and Privacy Impact Assessments Council work session - placeholder

10:00AM – 11:30AM Office of Equity Staff Meeting; Zoom

11:30AM -12:00PM CHECK-IN: Grace & Lisa; Labrador-Hallett, Grace; Teams

1:30PM – 2:00PM Monthly Check-in: Lisa & Asena; Lawrence, Asena; Teams

2:00PM – 3:20PM Equity Practitioner's Meeting; Mowry, Judith; Teams

4:00PM – 4:30PM Directors 2x Weekly Check-in; Jordan, Michael; Zoom

4:00PM – 6:00PM Travel Portland

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**Wednesday, September 28**

9:00AM – 12:30PM LEAD - Centering Wellbeing: Let's Talk Mental Health!

12:40PM – 1:00PM Lisa & Yolanda Check-In

1:45PM – 2:35PM MEET: Tribal Nations and Indigenous People Citywide Training; Teams

2:45PM – 3:45PM Lisa/Danielle 1:1; Brooks, Danielle; Teams

4:00PM – 5:00PM Check in; Claudio, Claudia; Teams

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**Thursday, September 29**

8:00AM – 5:00PM Bureau Directors Retreat Day 1; Jordan, Michael; World Forestry Center | Cheatham Hall

6:00PM – 9:00PM Bridge Meadows Event

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**Friday, September 30**

8:00AM – 12:00PM Bureau Directors Retreat Day 1; Jordan, Michael; World Forestry Center | Cheatham Hall

2:00PM – 2:50PM Judith/Lisa; Mowry, Judith; Teams

3:00PM – 5:00PM Wrap Up this week/Plan for next week

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