Ahmed, Shad Calendar
Shad.Ahmed@portlandoregon.gov
Friday, April 1, 2022 – Saturday, April 30, 2022
Time zone: (UTC-08:00) Pacific Time (US & Canada)
(Adjusted for Daylight Saving Time)

April 2022

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

◼ Busy	▨ Tentative	☐ Free
◼ Out of Office	▦ Working Elsewhere	▨ Outside of Working Hours

April 2022

▲ Fri, Apr 1

☐	**Before 7:30 AM**	**Free**
▨	7:30 AM – 8:30 AM	Check in Microsoft Teams Meeting Papaefthimiou, Jonna
☐	8:30 AM – 9:00 AM	Check in on Rose Festival Microsoft Teams Meeting Wolf, Katy

▲ Mon, Apr 4

☐	**Before 7:30 AM**	**Free**
▨	7:30 AM – 8:00 AM	COVID-19 Policy Team Papaefthimiou, Jonna
☐	**8:00 AM – 9:00 AM**	**Free**
◼	9:00 AM – 9:30 AM	PBEM Monday huddle Microsoft Teams Meeting Papaefthimiou, Jonna

▨	9:30 AM – 10:00 AM	PBEM Director/PIO weekly check-in Douthit, Dan
☐	**10:00 AM – 11:30 AM**	**Free**
■	11:30 AM – 12:00 PM	Check in on Rose Festival thoughts Ahmed, Shad
☐	**12:00 PM – 1:00 PM**	**Free**
☐	1:00 PM – 2:00 PM	Canceled: Check-in Microsoft Teams Meeting Papaefthimiou, Jonna
■	1:00 PM – 3:00 PM	RDPO Steering Committee Meeting Money, Summar
☐	**3:00 PM – 3:30 PM**	**Free**
▨	3:30 PM – 4:00 PM	PBEM Check In Blonsley, Hayley
■	4:00 PM – 4:15 PM	Check in on project Ahmed, Shad

▲ Tue, Apr 5

☐	9:00 AM – 5:00 PM	(Optional) Return to office day! 9911 SE Bush Street, Portland, OR 97206 Wolf, Katy
▨	10:00 AM – 11:00 AM	Strategy session (recurring) Microsoft Teams Meeting Papaefthimiou, Jonna
■	1:00 PM – 1:30 PM	HOLD for check-in (may cancel) Ahmed, Shad
■	1:00 PM – 2:00 PM	Floodplain BiOp Directors Microsoft Teams Meeting Durbin, Andrea

▲ Wed, Apr 6

☐	**Before 8:00 AM**	**Free**
■	8:00 AM – 8:30 AM	Quick check-in Ahmed, Shad
☐	8:00 AM – 9:00 AM	Canceled event: CALL: COVID-19 Multnomah County Homeless Services Guidance @ Wed Apr 6, 2022 8am - 9am (PDT) Joint Office of Homeless Services

	8:30 AM – 9:00 AM	PBEM Meeting
		Mayor's Conference Room
		Ahmed, Shad
	9:00 AM – 11:00 AM	Roles and Responsibilities in Goods and Services Processes
		Web based classroom. (TEAMS Room BHR 1)
		Hardgrove, Leslie
	9:00 AM – 11:00 AM	Roles and Responsibilities in Goods and Services Processes (Class)
		Microsoft Teams Meeting
		Hardgrove, Leslie
	11:00 AM – 12:00 PM	Earthquake Response Framework Stakeholder Meeting
		Zoom, see link
		Gilden, Beth
	12:00 PM – 1:00 PM	Duty Officer Meetings
		Microsoft Teams Meeting
		Wolf, Katy
	1:00 PM – 1:30 PM	Office Hours- Invoice Payment: Answers to your questions and request
		Microsoft Teams Meeting
		West, Georgia
	1:30 PM – 2:00 PM	Check in on Rose Festival
		Ahmed, Shad

▲ Thu, Apr 7

	Before 8:00 AM	**Free**
	8:00 AM – 9:00 AM	**Free**
	9:00 AM – 10:30 AM	Emergency Management Steering Committee
		Microsoft Teams Meeting
		Wolf, Katy
	10:30 AM – 11:00 AM	Weekly Finance check-in
		Microsoft Teams Meeting
		Wolf, Katy
	11:00 AM – 11:30 AM	**Free**
	12:00 PM – 1:00 PM	Leadership team
		Papaefthimiou, Jonna
	3:00 PM – 3:45 PM	Excessive Heat Prep: Operations/Logistics and Leadership
	4:00 PM – 5:00 PM	Katy/Shad 1:1
		Microsoft Teams Meeting
		Wolf, Katy

Fri, Apr 8

▨	1:30 PM – 2:00 PM	Office Hours- Invoice Payment: Answers to your questions and request Microsoft Teams Meeting West, Georgia

Mon, Apr 11

▢	**Before 7:30 AM**	**Free**
▨	7:30 AM – 8:00 AM	COVID Policy Team Ahmed, Shad
▪	12:45 PM – 1:00 PM	Follow Up Ahmed, Shad
▪	1:00 PM – 1:30 PM	Laura Hall RE RDPO Director Hiring
▢	**1:30 PM – 2:00 PM**	**Free**
▪	2:00 PM – 3:00 PM	Spend-down plan for FY 21-22 Microsoft Teams Meeting Ahmed, Shad
▢	**3:00 PM – 3:30 PM**	**Free**
▪	3:30 PM – 4:30 PM	Winter weather shelter update chris.voss@multco.us
▪	4:30 PM – 5:00 PM	Shad/Lisa Ahmed, Shad

Tue, Apr 12

▪	8:30 AM – 9:00 AM	Daily Chief of Staff Check-in Ahmed, Shad
▨	9:00 AM – 12:00 PM	MM Contract Process Ahmed, Shad

▨	9:00 AM – 12:00 PM	SAP - Contract Process (MM) Dudley, Charlie
■	9:30 AM – 10:00 AM	Emergency Sheltering Ahmed, Shad
■	10:00 AM – 10:30 AM	RDPO/PBEM Team meeting around finance work teams Ahmed, Shad
▨	10:00 AM – 11:00 AM	Winter Weather Check-In marc.jolin@multco.us
☐	**12:00 PM – 1:00 PM**	**Free**
■	1:00 PM – 1:30 PM	PBEM Director/PIO weekly check-in Douthit, Dan
☐	**1:30 PM – 2:30 PM**	**Free**
■	2:30 PM – 3:00 PM	Check-in Microsoft Teams Meeting Ahmed, Shad
■	3:00 PM – 3:30 PM	Jeff/Shad Ahmed, Shad
▨	3:30 PM – 4:00 PM	Cold Weather Activation EOC Coordination Check-In April 2022 Winter Weather

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▲ Wed, Apr 13

☐	**Before 5:30 AM**	**Free**
■	5:30 AM – 6:00 AM	Shelter Coordination Call chris.voss@multco.us
☐	**6:00 AM – 7:30 AM**	**Free**
■	7:30 AM – 8:00 AM	Unified Command and Section Lead Check In jenny.carver@multco.us
▨	8:00 AM – 9:00 AM	Severe Weather Conference Meeting celeste.duvall@multco.us
☐	**9:00 AM – 9:30 AM**	**Free**
■	9:30 AM – 10:00 AM	Mtg Shad Ahmed/Lisa St. Helen Teams Ahmed, Shad
☐	**10:00 AM – 11:00 AM**	**Free**
▨	1:00 PM – 2:30 PM	DAM CSG - Q2 Bureau Directors Meeting Microsoft Teams Meeting OMF Asset Management

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▲ Thu, Apr 14

☐	**Before 7:30 AM**	**Free**
▨	7:30 AM – 9:30 AM	Office Hours Ahmed, Shad

■	8:30 AM – 9:00 AM	[Bias Awareness Training](#)
		Leamy, Nathan
☐	**9:30 AM – 10:30 AM**	**Free**
■	10:30 AM – 11:00 AM	[IMT - Unified Command Meeting](#)
		Microsoft Teams Meeting
		Ahmed, Shad
▨	12:00 PM – 1:00 PM	[Leadership team](#)
		Papaefthimiou, Jonna
▨	1:00 PM – 2:30 PM	[All Hazards MAC Group debriefing for RMAC Transition Project](#)
		Virtual zoom meeting
		Jeff Caulfield (He, him)
☐	**2:30 PM – 3:00 PM**	**Free**
■	3:00 PM – 4:00 PM	[Manager Supervisor Town Hall](#)
		Ahmed, Shad

▲ Fri, Apr 15

▢	**Before 8:00 AM**	**Free**
☐	**8:00 AM – 8:30 AM**	**Free**
■	8:30 AM – 9:30 AM	[Check in](#)
		Microsoft Teams Meeting
		Ahmed, Shad
▨	10:00 AM – 11:00 AM	[Manager Supervisor Town Hall](#)
		Ahmed, Shad
☐	**1:30 PM – 2:00 PM**	**Free**
▨	2:00 PM – 2:30 PM	[Bias Awareness Training](#)
		Microsoft Teams Meeting
		Ahmed, Shad

☐	**8:30 AM – 12:00 PM**	**Free**
■	12:00 PM – 12:45 PM	[Shad and Fletcher](#)
■	12:30 PM – 1:00 PM	[Hiring check in?](#)
		Microsoft Teams Meeting
		Ahmed, Shad
▨	1:00 PM – 2:00 PM	[Manager Supervisor Town Hall](#)
		Ahmed, Shad
▨	2:00 PM – 2:55 PM	[Region 10 Cascadia Response Plan Overview Presentation - 4/18/22](#)
		Office-Telework
		MARTIN Bill * OMD

■	2:00 PM – 3:00 PM	April 2022 POTUS visit update
		Hays, Harold
■	2:30 PM – 3:00 PM	PBEM/CSD check-in Microsoft Teams Meeting Ahmed, Shad
■	3:00 PM – 4:00 PM	LEMU Meeting zoom information below MURRAY Cira * OMD
☐	**4:00 PM – 5:00 PM**	**Free**
■	5:00 PM – 5:30 PM	connecting Ahmed, Shad
☐	**After 5:30 PM**	**Free**

▲ Tue, Apr 19

☐	**Before 8:00 AM**	**Free**
☐	**8:00 AM – 8:30 AM**	**Free**
■	8:30 AM – 12:00 PM	Catastrophic Disaster System of Medical Care Workshop (Multco)
		Holm Robin
■	8:30 AM – 12:00 PM	Catastrophic Disaster System of Medical Care Workshop (Multnomah) work+portland@shadahmed.com
■	12:00 PM – 12:30 PM	PBEM/CSD Emergency Response Discussion
		Lee, Ken (Police)
■	12:30 PM – 4:00 PM	OFFLINE

▲ Wed, Apr 20

☐	**Before 8:00 AM**	**Free**
☐	8:00 AM – 9:00 AM	Canceled event: CALL: COVID-19 Multnomah County Homeless Services Guidance @ Wed Apr 20, 2022 8am - 9am (PDT)
		Joint Office of Homeless Services
▨	9:00 AM – 9:30 AM	PBEM Director/PIO weekly check-in Douthit, Dan
☐	**9:30 AM – 10:00 AM**	**Free**
▨	10:00 AM – 12:00 PM	Rose Festival Parades Microsoft Teams Meeting Ahmed, Shad
■	10:30 AM – 11:00 AM	Current Public Alerting in Mult Co/Portland Microsoft Teams Meeting Ahmed, Shad

	11:00 AM – 11:30 AM	[PBEM/Mayor's Office Check-in](#)
		Microsoft Teams Meeting
		Ahmed, Shad
	12:00 PM – 1:00 PM	[BOEC CENS Policy/Documentation](#)
		Microsoft Teams Meeting
		Ahmed, Shad
	1:00 PM – 3:00 PM	[OFFLINE](#)
	3:00 PM – 4:00 PM	[April 2022 POTUS Visit Update](#)
		Hays, Harold

▲ Thu, Apr 21

	Before 8:00 AM	Free
	8:00 AM – 8:30 AM	Free
	8:30 AM – 12:00 PM	[Raging Bull Run EAP Functional Exercise](#)
		Virtual
		Ahmed, Shad
	10:00 AM – 11:00 AM	[FEMA PA Deadlines Webinar](#)
		Zoom
	11:30 AM – 5:30 PM	[POTUS!](#)
		PBEM Main Em Coordination Center
		Ahmed, Shad
	12:00 PM – 1:00 PM	[Canceled: PBEM Leadership Team](#)
		Microsoft Teams Meeting
		Ahmed, Shad
	12:00 PM – 1:00 PM	[Leadership team](#)
		Papaefthimiou, Jonna
	1:00 PM – 1:30 PM	[Connecting](#)
		Microsoft Teams Meeting
		Ahmed, Shad
	2:00 PM – 3:30 PM	[PBEM Training Series: P-Card Monthly Reports](#)
		Microsoft Teams Meeting
		Ahmed, Shad
	3:50 PM – 10:20 PM	[Flight New Orleans to Portland](#)
		Papaefthimiou, Jonna

▲ Fri, Apr 22

	Before 8:00 AM	Free
	8:00 AM – 5:00 PM	[OFFLINE](#)
	After 5:00 PM	Free

▲ Mon, Apr 25

	Before 8:00 AM	**Free**
	8:00 AM – 8:30 AM	Strategy session (recurring) Microsoft Teams Meeting Papaefthimiou, Jonna
	8:30 AM – 9:30 AM	**Free**
	9:30 AM – 10:00 AM	PBEM Director/PIO weekly check-in Douthit, Dan
	10:00 AM – 10:30 AM	**Free**
	10:30 AM – 11:00 AM	Weekly Finance check-in Microsoft Teams Meeting Wolf, Katy
	11:00 AM – 11:30 AM	Touch base on Strategy Microsoft Teams Meeting Ahmed, Shad
	11:30 AM – 12:00 PM	**Free**
	12:00 PM – 1:00 PM	HOLD - Work Session: RDPO funding, expenses, and other things Microsoft Teams Meeting Ahmed, Shad
	1:00 PM – 2:00 PM	**Free**
	2:00 PM – 2:30 PM	PBEM Check In - Rescheduled Ahmed, Shad
	2:30 PM – 3:00 PM	Check in on interviews Microsoft Teams Meeting Ahmed, Shad
	3:00 PM – 3:30 PM	**Free**
	3:30 PM – 4:00 PM	mtg Ken Lee (over)
	4:00 PM – 5:00 PM	**Free**
	5:00 PM – 6:30 PM	**Free**
	6:30 PM – 7:00 PM	Connecting phone Ahmed, Shad
	After 7:00 PM	**Free**

▲ Tue, Apr 26

	Before 8:00 AM	**Free**
	8:00 AM – 8:30 AM	**Free**
	8:30 AM – 12:00 PM	'When the Levee Holds' Virtual Tabletop Exercise Microsoft Teams Meeting Ahmed, Shad
	12:00 PM – 12:30 PM	**Free**
	12:30 PM – 1:30 PM	Juneteenth Planning Meeting Microsoft Teams Meeting Ahmed, Shad
	12:30 PM – 4:00 PM	HOLD for RDPO Managing Direction Interviews Ahmed, Shad

	1:30 PM – 2:00 PM	[Portland Public Assistance Discussion](#)
		Microsoft Teams Meeting
		Jeff Stevens

▲ Wed, Apr 27

	Before 8:00 AM	**Free**
	8:00 AM – 8:30 AM	[Budget FY 22-23 - Planned Release of Mayor's Proposed Budget](#)
		West, Georgia
	8:30 AM – 9:00 AM	**Free**
	9:00 AM – 10:00 AM	[Meeting with Directors Elisabeth Perez and Shad Ahmed](#)
		Microsoft Teams Meeting
		Ahmed, Shad
	10:00 AM – 10:30 AM	[Dan Douthit success factors discussion](#)
		Ahmed, Shad
	10:30 AM – 11:00 AM	[Connect on Winter Sheltering AAR](#)
		Ahmed, Shad
	11:00 AM – 11:45 AM	[PBEM SATCOM needs](#)
		Microsoft Teams Meeting
		Ahmed, Shad
	11:45 AM – 12:00 PM	**Free**
	12:00 PM – 1:00 PM	[Duty Officer Meetings](#)
		Microsoft Teams Meeting
		Wolf, Katy
	12:00 PM – 1:00 PM	[Juneteenth Planning Session Mtg.](#)
		Microsoft Teams Meeting
		Hosley, Jarrell
	1:00 PM – 3:00 PM	[OFFLINE](#)
	3:00 PM – 3:30 PM	[Community Safety Chiefs Weekly Check-in](#)
		Microsoft Teams Meeting
		Ahmed, Shad
	3:30 PM – 4:30 PM	[Katy/Shad 1:1](#)
		Microsoft Teams Meeting
		Wolf, Katy

▲ Thu, Apr 28

	Before 7:30 AM	**Free**
	7:30 AM – 8:00 AM	[Discuss speed interviews](#)
		Microsoft Teams Meeting
		Ahmed, Shad
	8:00 AM – 9:00 AM	**Free**
	9:00 AM – 10:00 AM	[You are Invited to the HSIN User Group Meeting: Wherever You Are, There You Are with HSIN's Virtual Emergency Operations Center (EOC) Support](#)
		shadahmed@gmail.com

■ 10:30 AM – 11:00 AM IMT - Unified Command Meeting
Microsoft Teams Meeting
Ahmed, Shad

■ 11:30 AM – 4:30 PM OFFLINE

▨ 12:00 PM – 1:00 PM Leadership team
Papaefthimiou, Jonna

■ 1:00 PM – 2:00 PM April 2022 Presidential Visit Debrief

Hays, Harold

▲ **Fri, Apr 29**

☐ All Day Katy OOO - limited availability
Portland
Ahmed, Shad

■ **Before 8:00 AM** **Free**

■ 8:00 AM – 4:00 PM OFFLINE

☐ **4:00 PM – 5:00 PM** **Free**

■ **After 5:00 PM** **Free**