Ahmed, Shad Calendar
Shad.Ahmed@portlandoregon.gov
Friday, July 1, 2022 – Sunday, July 31, 2022
Time zone: (UTC-08:00) Pacific Time (US & Canada)
(Adjusted for Daylight Saving Time)

July 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
31						

- ■ Busy
- ▨ Tentative
- ☐ Free
- ■ Out of Office
- ▨ Working Elsewhere
- ▨ Outside of Working Hours

July 2022

▲ Fri, Jul 1

☐	**Before 8:00 AM**	**Free**
■	8:00 AM – 5:00 PM	Flex-Out
☐	**After 5:00 PM**	**Free**

▲ Mon, Jul 4

▲ Tue, Jul 5

■	7:30 AM – 8:00 AM	COVID-19 Policy Team Call
		TEAMS link below
		Papaefthimiou, Jonna

☐	**8:00 AM – 9:00 AM**	**Free**
▨	9:00 AM – 9:30 AM	PBEM Weekly huddle Microsoft Teams Meeting PBEM Duty Officer
☐	**9:30 AM – 10:00 AM**	**Free**
▨	10:00 AM – 10:30 AM	PBEM Director/PIO weekly check-in Douthit, Dan
☐	**10:30 AM – 12:00 PM**	**Free**
◼	12:00 PM – 1:00 PM	PBEM/BHR/CSD Check-In Lee, Ken (Police)
◼	1:00 PM – 1:30 PM	PBEM Check-in Microsoft Teams Meeting Ahmed, Shad
◼	1:30 PM – 2:00 PM	Shad/Jonna/Katy Microsoft Teams Meeting Wolf, Katy
☐	**2:00 PM – 4:00 PM**	**Free**
◼	4:00 PM – 4:30 PM	Directors 2x Weekly Check-in Zoom Ahmed, Shad

---

🔺 Wed, Jul 6

☐	**Before 8:00 AM**	**Free**
◼	8:00 AM – 9:00 AM	Check in Microsoft Teams Meeting Ahmed, Shad
◼	9:00 AM – 10:00 AM	SitStat reports Microsoft Teams Meeting Ahmed, Shad
◼	10:00 AM – 11:00 AM	MEET / GREET: Director Lisa Watson | Office of Equity & Director Shad Ahmed | Bureau of Emergency Management
◼	11:00 AM – 12:00 PM	Katy/Shad 1:1 Microsoft Teams Meeting Wolf, Katy
◼	1:00 PM – 2:00 PM	Duty Officer Meetings Microsoft Teams Meeting Wolf, Katy
▨	2:00 PM – 3:00 PM	MEET: Shad & Rich Microsoft Teams Meeting Chatman, Rich
◼	3:00 PM – 3:30 PM	Community Safety Chiefs Weekly Check-in Microsoft Teams Meeting Ahmed, Shad
◼	4:00 PM – 4:30 PM	Check-In Lee, Ken (Police)

▲ Thu, Jul 7

☐	**Before 8:00 AM**	**Free**
■	8:00 AM – 9:00 AM	[Regional EMs/DMWG Severe Heat Messaging Follow up](#) zoom Ahmed, Shad
■	9:00 AM – 10:30 AM	[Strategy session (recurring)](#) Microsoft Teams Meeting Papaefthimiou, Jonna
■	10:30 AM – 11:00 AM	[IMT - Unified Command Meeting](#) Microsoft Teams Meeting Myers, Mike
☐	**11:00 AM – 11:30 AM**	**Free**
■	11:30 AM – 1:00 PM	[Bureau Directors Monthly Meeting](#) Zoom Ahmed, Shad
■	1:00 PM – 1:30 PM	[MEET re community resilience memo/presentation](#) Microsoft Teams Meeting Ahmed, Shad
☐	**1:30 PM – 2:00 PM**	**Free**
■	2:00 PM – 3:00 PM	[RDPO Hiring Meeting](#) Microsoft Teams Meeting Ahmed, Shad

▲ Fri, Jul 8

☐	**Before 8:00 AM**	**Free**
☐	**8:00 AM – 11:30 AM**	**Free**
■	11:30 AM – 12:30 PM	[CSD/PBEM Check-In](#) Lee, Ken (Police)
■	12:30 PM – 2:00 PM	[Soft Kickoff for PBEM/iParametrics](#) Microsoft Teams Meeting Ahmed, Shad
■	2:00 PM – 2:30 PM	[Approvals and Entry in ESS & MSS](#) Wojcicki, Ryan
☐	**2:30 PM – 3:00 PM**	**Free**
■	3:00 PM – 4:30 PM	[Check in](#) Microsoft Teams Meeting Ahmed, Shad

▲ Mon, Jul 11

☐	All Day	[Jonna out of state / vacation / mostly reachable by phone](#) Papaefthimiou, Jonna

▨	7:30 AM – 8:00 AM	[COVID-19 Policy Team Call](#) Ahmed, Shad
☐	**8:00 AM – 10:30 AM**	**Free**
▪	10:30 AM – 11:00 AM	[Budget Check-in](#) Microsoft Teams Meeting Ahmed, Shad
▪	11:00 AM – 12:00 PM	[Forested and Wildland Interface Areas Protection Plan Coordination](#) Microsoft Teams Meeting Ahmed, Shad
☐	**12:00 PM – 1:00 PM**	**Free**
▪	1:00 PM – 2:00 PM	[Clean Rivers Coop/PBEM](#) Microsoft Teams Meeting Ahmed, Shad
▪	2:00 PM – 2:30 PM	[Review: PBEM Logo Update Round 1](#) Jenna Plumb
▪	2:30 PM – 3:00 PM	[Shad/Juanita check in](#) Zoom (link in notes) Dayspring Mattole
▪	3:00 PM – 3:30 PM	[Katy/Shad 1:1](#) Microsoft Teams Meeting Wolf, Katy
▪	3:30 PM – 4:30 PM	[Emergency Management Directors Regional Disaster Preparedness Coordination Meeting](#) Zoom PBEM RDPO

▲ Tue, Jul 12

▪	8:30 AM – 10:30 AM	[WORK HOLD - detail](#)
▪	10:30 AM – 11:30 AM	[PBEM/BPS Check-in](#) Microsoft Teams Meeting Ahmed, Shad
▪	11:30 AM – 12:00 PM	[QUICK DISCUSSION re: memo](#) Microsoft Teams Meeting Ahmed, Shad
▪	12:00 PM – 1:00 PM	[Discuss RDPO Managing Director recruitment](#) Microsoft Teams Meeting Ahmed, Shad
▪	1:00 PM – 1:30 PM	[1-1 meeting](#) Microsoft Teams Meeting Ahmed, Shad
☐	**1:30 PM – 2:00 PM**	**Free**
▪	2:00 PM – 2:30 PM	[Katy/Shad check in](#) Microsoft Teams Meeting Wolf, Katy
▪	2:30 PM – 3:00 PM	[Check in on HR/PBEM](#) Microsoft Teams Meeting Ahmed, Shad

	3:00 PM – 4:00 PM	**Free**
■	4:00 PM – 4:30 PM	Directors 2x Weekly Check-in Zoom Jordan, Michael
■	4:30 PM – 5:00 PM	Intro to iParametrics RE Planning Section Chief contract Microsoft Teams Meeting Ahmed, Shad
■	5:00 PM – 5:30 PM	Check-in Microsoft Teams Meeting Ahmed, Shad

---

▲ Wed, Jul 13

	8:30 AM – 10:00 AM	Weekly Katy special projects Microsoft Teams Meeting Wolf, Katy
☐	**10:00 AM – 10:30 AM**	**Free**
■	10:30 AM – 11:00 AM	Somer / Shad introduction Microsoft Teams Meeting Ahmed, Shad
■	11:00 AM – 11:30 AM	1 on 1 Microsoft Teams Meeting Ahmed, Shad
■	11:30 AM – 12:00 PM	Mtg Run Over
■	12:00 PM – 1:00 PM	PBEM/BHR/CSD Follow-Up Meeting <subject to move> Lee, Ken (Police)
■	1:00 PM – 2:00 PM	Rachit Check-in Microsoft Teams Meeting Ahmed, Shad
■	2:00 PM – 3:00 PM	Check in PBEM/CSD Comms Microsoft Teams Meeting Ahmed, Shad
■	2:00 PM – 3:00 PM	Check-in Microsoft Teams Meeting Ahmed, Shad
■	2:00 PM – 3:00 PM	Check-in Ahmed, Shad
☐	**3:00 PM – 3:30 PM**	**Free**
■	3:30 PM – 4:30 PM	PBEM NET Program Discussion <HOLD - might be moved out> Lee, Ken (Police)
■	4:30 PM – 5:00 PM	Check-in Ahmed, Shad

▲ Thu, Jul 14

	10:30 AM – 12:00 PM	P&D Directors Monthly Meeting
		Microsoft Teams Meeting
		Ahmed, Shad
	10:45 AM – 11:15 AM	Shad/Dan check-in
		Douthit, Dan
	11:00 AM – 12:00 PM	DOJ community event contingency planning trainings
		PBEM Executive Conf Rm
		Ahmed, Shad
	11:00 AM – 12:00 PM	Meeting: City of Portland on Contingency Planning
		Sor, Knight (JMD)
	12:00 PM – 12:30 PM	Shad/Ken Weekly Check-In
		Lee, Ken (Police)
	12:30 PM – 2:00 PM	INVITATION: RBA and Racial Equity Plans Event
		Microsoft Teams Meeting
	2:00 PM – 2:30 PM	Kate Szrom and Shad check in
		Ahmed, Shad
	3:00 PM – 3:45 PM	Excessive Heat Prep: Operations/Logistics and Leadership
	4:00 PM – 4:30 PM	Directors 2x Weekly Check-in
		Zoom
		Ahmed, Shad
	6:00 PM – 7:30 PM	PF&R Awards Ceremony
		University of Portland - Bauccio Commons Building
		Ahmed, Shad

▲ Fri, Jul 15

	10:00 AM – 12:00 PM	WORK - detail
	12:00 PM – End of Day	Katy OOO - Tig Acting
		Ahmed, Shad

▲ Mon, Jul 18

	9:30 AM – 12:30 PM	PBEM Leadership Discussion
		PBEM Executive Conf Rm
		Ahmed, Shad
	12:30 PM – 1:00 PM	**Free**
	1:00 PM – 2:30 PM	P-Card Access Online System Training (Session 1)
		Ahmed, Shad
	2:30 PM – 3:00 PM	TRAVEL
	3:00 PM – 4:00 PM	LEMU Meeting
	3:00 PM – 5:00 PM	NW Natural EOC tour

▲ Tue, Jul 19

	10:00 AM – 11:00 AM	PBEM FY 22-23 Monthly Budget Check In PBEM Lents Conf Rm Ahmed, Shad
☐	**11:00 AM – 11:30 AM**	**Free**
	11:30 AM – 12:30 PM	Safer Summer PDX Planning Section Chief intro and briefing. Microsoft Teams Meeting Ahmed, Shad
	12:00 PM – 1:00 PM	Meeting (Shad Ahmed) with Range Mediation and Consulting, LLC
	1:00 PM – 1:30 PM	PBEM Director/PIO weekly check-in Douthit, Dan
	1:30 PM – 2:00 PM	LUNCH
	2:00 PM – 2:25 PM	PBEM/Parks Coordination Microsoft Teams Meeting Ahmed, Shad
☐	**2:25 PM – 2:30 PM**	**Free**
	2:30 PM – 3:00 PM	Check In Workplan Ahmed, Shad
	3:00 PM – 3:30 PM	Intro 1:1 Keren/Shad Microsoft Teams Meeting Ahmed, Shad
	3:30 PM – 4:00 PM	Check In Microsoft Teams Meeting Ahmed, Shad
	4:00 PM – 4:30 PM	Directors 2x Weekly Check-in Zoom Ahmed, Shad
	4:30 PM – 5:00 PM	discuss personal safety issue Microsoft Teams Meeting Ahmed, Shad
	5:00 PM – 5:30 PM	Check-in Microsoft Teams Meeting Ahmed, Shad
	5:30 PM – 5:45 PM	DISCUSS: Community Resilience Proposal Microsoft Teams Meeting Ahmed, Shad

---

▲ Wed, Jul 20

	8:00 AM – 9:00 AM	Multnomah County - Heat Situational Awareness Call Voss, Chris
	9:00 AM – 1:00 PM	Emergency Prep
	10:00 AM – 10:30 AM	Discuss misting stations Ahmed, Shad
	11:00 AM – 12:00 PM	Heat Planning Voss, Chris

▨	11:00 AM – 12:30 PM	P-Card Access Online System Training (Session 2) Ahmed, Shad
■	12:30 PM – 1:00 PM	LUNCH
■	1:00 PM – 3:00 PM	Emergency Management Quarterly Meeting Busch, Alice
■	2:30 PM – 3:00 PM	Check-In Lee, Ken (CSD)
■	3:30 PM – 4:00 PM	Check-in Microsoft Teams Meeting Ahmed, Shad
■	4:00 PM – 5:00 PM	Emergency Prep
■	4:00 PM – 5:00 PM	PBEM Workplanning Ahmed, Shad
■	5:00 PM – 5:30 PM	check in Ahmed, Shad

▲ Thu, Jul 21

■	7:30 AM – 8:00 AM	PBEM/BHR Heat Response topics Cathy to call Shad Ahmed, Shad
■	8:00 AM – 8:30 AM	Multnomah County - Heat Situational Awareness Call
■	8:00 AM – 8:30 AM	Time sheets Check
■	8:30 AM – 9:00 AM	PBEM/BHR Heat Response Phone or Microsoft Teams Meeting Ahmed, Shad
☐	**9:00 AM – 10:30 AM**	**Free**
■	10:30 AM – 11:00 AM	Heat check in Voss, Chris
■	10:30 AM – 11:00 AM	Weekly Finance check-in Microsoft Teams Meeting Wolf, Katy
☐	10:30 AM – 11:00 AM	Canceled: IMT - Unified Command Meeting Microsoft Teams Meeting Myers, Mike
☐	**11:00 AM – 12:30 PM**	**Free**
■	12:30 PM – 1:00 PM	Heat Response w/ PBEM/BHR/Mayor's Office Microsoft Teams Meeting Ahmed, Shad
■	1:00 PM – 1:30 PM	NEW TIME Weekly Finance mtg / Heat Response Microsoft Teams Meeting Ahmed, Shad
☐	**1:30 PM – 2:30 PM**	**Free**
■	2:30 PM – 3:00 PM	PBEM/City Attorney Office Check-in Microsoft Teams Meeting Ahmed, Shad

Fri, Jul 22

☐	All Day	[Katy OOO - coast](#) Ahmed, Shad
▪	8:00 AM – 8:30 AM	[Multnomah County - Heat Situational Awareness Call](#)
▪	8:30 AM – 8:45 AM	[Connect on Declaration](#) Microsoft Teams Meeting Ahmed, Shad
▪	9:00 AM – 10:00 AM	[Bureau Emergency Operations Coordination Call](#) PBEM Duty Officer
▪	10:00 AM – 11:00 AM	[Potential Heat Response Coordination and WEA Conversation #2](#) zoom Ahmed, Shad
▪	11:00 AM – 12:00 PM	[July Heat Command and General Staff Meeting](#))
▪	12:00 PM – 12:30 PM	[Check-in](#) PBEM Office or Teams Ahmed, Shad
☐	**12:30 PM – 1:00 PM**	**Free**
▪	1:00 PM – 1:30 PM	[Shad/Dan check-in](#) Ahmed, Shad
☐	**1:30 PM – 2:30 PM**	**Free**
▪	4:00 PM – 5:00 PM	[Facilities- UC/Logs/Ops](#) July 2022 Excessive Heat (OERS #2022-1648)
▪	5:00 PM – 5:30 PM	[PBEM connecting](#) Microsoft Teams Meeting Ahmed, Shad

Sat, Jul 23

▪	12:00 PM – 12:30 PM	[PBEM Section Chiefs Check-in](#) Microsoft Teams Meeting Ahmed, Shad

Sun, Jul 24

▨	All Day	[Emergency Response Activities](#)
▨	9:00 AM – 10:00 AM	[Bureau Emergency Operations Coordination Call](#) PBEM Duty Officer
▪	10:00 AM – 10:30 AM	[PBEM Section Chiefs Check-in](#) Microsoft Teams Meeting Ahmed, Shad
▪	2:30 PM – 3:00 PM	[Shad/Jonna/Katy check in](#) Microsoft Teams Meeting Ahmed, Shad
▪	5:00 PM – 5:30 PM	[UC Huddle](#)

Mon, Jul 25

	All Day	Emergency Response Activities
	7:30 AM – 8:00 AM	COVID Policy Team Microsoft Teams Meeting Ahmed, Shad
	7:30 AM – 8:00 AM	Canceled: COVID-19 Policy Team Call Papaefthimiou, Jonna
	9:30 AM – 12:30 PM	Grant review & selection committee meeting Ahmed, Shad
	3:30 PM – 4:00 PM	Streets to Stability Task Force Meeting zoom
	5:00 PM – 5:30 PM	UC Huddle

Tue, Jul 26

	All Day	Emergency Response Activities
	9:00 AM – 10:00 AM	July 2022 Severe Heat Event Check In zoom Ahmed, Shad
	10:00 AM – 11:00 AM	WORK BLOCK
	11:00 AM – 12:00 PM	Tuesday Chiefs Ahmed, Shad
	12:00 PM – 1:30 PM	WORK BLOCK
	4:00 PM – 4:30 PM	Directors 2x Weekly Check-in Zoom Ahmed, Shad

Wed, Jul 27

	All Day	Emergency Response Activities
	9:00 AM – 10:00 AM	July Severe Heat Coordination Meeting #2 Zoom Ahmed, Shad
	9:00 AM – 11:00 AM	COVID Policy Team mini retreat re: hybrid workplace models Ahmed, Shad
	11:00 AM – 12:00 PM	TRAVEL
	12:00 PM – 1:30 PM	COAD Heat Risk session
	2:00 PM – 3:00 PM	Check in PBEM/CSD Comms Microsoft Teams Meeting Ahmed, Shad
	2:00 PM – 3:00 PM	Re-entry/Accommodations Response from Council/BHR Discussion with DEEP (Option 1 of 2) Zoom Ahmed, Shad
	3:00 PM – 5:00 PM	WORK BLOCK

▲ Thu, Jul 28

▦	All Day	[Emergency Response Activities](#)
■	9:00 AM – 9:30 AM	[July 2022 Severe Heat Coordination Call #3](#) zoom Ahmed, Shad
■	10:30 AM – 11:30 AM	[Thursday Chiefs](#) Hybrid - Rose Room in City Hall or Teams Blonsley, Hayley
■	12:00 PM – 12:45 PM	[Leadership Team Meeting (Hop On/Hop off Bus)](#) Microsoft Teams Meeting PBEM Duty Officer
■	1:00 PM – 1:30 PM	[Discuss AAR with iParametrics](#) Microsoft Teams Meeting Ahmed, Shad
■	2:00 PM – 2:30 PM	[PP&R - PBEM leadership check-in](#) Microsoft Teams Meeting Ahmed, Shad
■	2:30 PM – 3:00 PM	[PBEM Check In](#) Blonsley, Hayley
■	3:00 PM – 3:30 PM	[Chief Lovell / Stephanie / Sara / Bobby / Hayley](#) Zoom Ahmed, Shad
■	3:00 PM – 4:00 PM	[Check-in](#) Microsoft Teams Meeting Ahmed, Shad

▲ Fri, Jul 29

▦	All Day	[Emergency Response Activities](#)
■	9:00 AM – 9:30 AM	[July 2022 Severe Heat Coordination Call #4](#) zoom Ahmed, Shad
■	9:00 AM – 12:30 PM	[WORK BLOCK](#)
▨	11:30 AM – 12:00 PM	[Shad/Jonna/Dan re: press conference](#) Douthit, Dan
■	1:00 PM – 2:00 PM	[USAID FEMA NDPTC Study Tour Visit to PBEM](#) PBEM Office Ahmed, Shad
▨	1:35 PM – 1:50 PM	[Prep for Press Conference](#) Zoom Ahmed, Shad
▨	1:50 PM – 3:00 PM	[Press conference: July Heat Wave: A call to landlords and community](#)
■	3:15 PM – 3:45 PM	[Regroup](#) Microsoft Teams Meeting Ahmed, Shad

▲ Sat, Jul 30

	All Day	[Emergency Response Activities](#)
	9:00 AM – 9:30 AM	[July 2022 Severe Heat Coordination Call #5](#) https://us02web.zoom.us/j/89336455276 Ahmed, Shad

▲ Sun, Jul 31

	All Day	[PP&R WEEKEND ON-CALL SECURITY & SAFETY LIST](#) Citywide Harrison, Vicente
	Before 8:30 AM	**Free**
	8:30 AM – 9:00 AM	[Multnomah County - Heat Situational Awareness Call](#) July 2022 Excessive Heat (OERS #2022-1648)
	9:00 AM – 10:00 AM	**Free**
	11:00 AM – 12:00 PM	[July Heat Command and General Staff Meeting](#) July 2022 Excessive Heat (OERS #2022-1648)