
Shannon Callahan, Housing Bureau Director

Quarter 2 of 2021:

Thursday, April 1, 2021 – Wednesday, June 30, 2021

April 2021

▲ Thu, Apr 1

- 9:30 AM – 12:30 PM Via Zoom: WORK SESSION: FY 2021-22 Budget Development
 - 11:30 AM – 12:30 PM Via Zoom: Bureau Directors Monthly Meeting
 - 4:30 PM – 5:00 PM Via phone: Marc Jolin, Director, Joint Office of Homeless Services
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▲ Fri, Apr 2

- 10:30 AM – 12:30 PM Via Zoom: Economic Recovery Task Force
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▲ Mon, Apr 5

- 11:30 AM – 1:00 PM Via Zoom: Economic Relief & Stimulus Coordinating Council
 - 1:00 PM – 2:00 PM Via MS Teams: Weekly meeting with Commissioner Dan Ryan and staff
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▲ Tue, Apr 6

- 10:30 AM – 11:15 AM Via Zoom: CARES funding coordination: PHB, Home Forward, and the Joint Office of Homeless Services
 - 1:00 PM – 1:45 PM Via Zoom: PHB space planning with Carmen Merlo, Deputy Chief Administrative Officer, Business Operations
 - 2:30 PM – 3:00 PM Via Zoom: Check-in with Tom Rinehart, CAO, Office of Management & Finance
 - 4:00 PM – 4:30 PM Via Zoom: Directors 2x Weekly Check-in
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▲ **Wed, Apr 7**

- 1:00 PM – 2:00 PM Online event: Privilege Revealed, by the Othering and Belonging Institute
 - 2:00 PM – 2:30 PM Via Zoom: Brie Fraley, Director, Office of Government Relations
 - 3:00 PM – 5:00 PM Via Zoom: Mandatory Equity in Contracting Event for Potential 2021 Bond Solicitation Applicants
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▲ **Thu, Apr 8**

- 10:30 AM – 11:30 AM Via Zoom: P&D Directors Monthly Meeting
 - 1:00 PM – 2:00 PM Via Zoom: Bill Van Vliet (Executive Director) and Ann Remmers (Director of Lending), Network for Oregon Affordable Housing
 - 4:00 PM – 4:30 PM Via Zoom: Directors 2x Weekly Check-in
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▲ **Mon, Apr 12**

- 11:30 AM – 1:00 PM Via Zoom: Economic Relief & Stimulus Coordinating Council
 - 1:00 PM – 2:00 PM Via MS Teams: Weekly meeting with Commissioner Dan Ryan and staff
 - 4:00 PM – 5:00 PM Via Zoom: Meeting with Chariti Montez (Senior Advisor, Policy & Strategic Initiatives, Office of Commissioner Dan Ryan) and Portland Housing Bureau Executive Leadership Team
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▲ **Tue, Apr 13**

- 10:30 AM – 11:15 AM Via Zoom: CARES funding coordination: Portland Housing Bureau, Home Forward, and the Joint Office of Homeless Services
 - 2:30 PM – 3:00 PM Via MS Teams: Carmen Merlo, Deputy Chief Administrative Officer, Business Operations
 - 4:00 PM – 4:30 PM Via Zoom: Directors 2x Weekly Check-in
 - 6:00 PM – 7:30 PM Patricia Rojas - Metro
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▲ **Wed, Apr 14**

- 1:30 PM – 2:30 PM Via Zoom: Portland Housing Bureau / Prosper Portland meeting re: Cully
 - 3:30 PM – 4:15 PM Via Zoom: Introductory meeting with Tony Ramirez (Director, Oregon Field Office, U.S. Department of HUD) and Bryan Guiney (HUD CPD Director)
 - 4:15 PM – 5:00 PM Via Zoom: Join Portland Metro Policy Council (PMPC) meeting for agenda item on Renewal of City of Portland Affordable Housing Construction Bond
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▲ **Thu, Apr 15**

- 9:30 AM – 10:00 AM Via phone: Kellie Torres, Chief of Staff, Office of Commissioner Dan Ryan
 - 3:00 PM – 4:00 PM Via MS Teams: Portland Housing Bureau/Prosper Portland Monthly Check-In
 - 4:00 PM – 4:30 PM Via Zoom: Directors 2x Weekly Check-in
 - 5:00 PM – 6:30 PM Via Zoom: Bond Oversight Committee (BOC) Quarterly Meeting
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▲ **Mon, Apr 19**

- 1:00 PM – 2:00 PM Via MS Teams: Weekly meeting with Commissioner Dan Ryan and staff
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▲ **Tue, Apr 20**

- 1:30 PM – 2:15 PM Via Zoom: Rent assistance meeting
Portland Housing Bureau, Joint Office of Homeless Services, and Home Forward
 - 2:30 PM – 5:00 PM Via Zoom: Rental Services Commission (RSC) Meeting
 - 4:00 PM – 4:30 PM Via Zoom: Directors 2x Weekly Check-in
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▲ **Thu, Apr 22**

- 10:30 AM – 12:00 PM Via Zoom: Regional housing bond implementers monthly meeting with Metro
 - 3:00 PM – 4:00 PM Via MS Teams: Bureau of Planning and Sustainability and Portland Housing Bureau monthly check-in
 - 4:00 PM – 4:30 PM Via Zoom: Directors 2x Weekly Check-in
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▲ **Fri, Apr 23**

- 9:30 AM – 10:00 AM Via MS Teams: Meeting with Commissioner Mingus Mapps
 - 12:15 PM – 1:45 PM Via Zoom: Hayu Tillixam Virtual Groundbreaking
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▲ **Mon, Apr 26**

- 11:30 AM – 1:00 PM Via Zoom: Economic Relief & Stimulus Coordinating Council
 - 12:00 PM – 1:30 PM Webinar: Housing Wealth Equity Projections: How Future Headship and Homeownership Rates Could Affect Racial Gaps
 - 1:00 PM – 2:00 PM Via MS Teams: Weekly meeting with Commissioner Dan Ryan and staff
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▲ **Tue, Apr 27**

- 9:30 AM – 11:00 AM Via Zoom: Meeting w/ Cully Partners, Prosper Portland & Portland Housing Bureau
 - 10:30 AM – 11:15 AM Via Zoom: CARES funding coordination: Portland Housing Bureau, Home Forward, and the Joint Office of Homeless Services
 - 4:00 PM – 4:30 PM Via Zoom: Directors 2x Weekly Check-in
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▲ **Thu, Apr 29 – Fri, Apr 30**

- All Day Dir. Callahan out of office
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May 2021

▲ Mon, May 3 – Fri, May 7

■ All Day Dir. Callahan out of office

▲ Mon, May 10

- 8:00 AM – 8:30 AM Via phone: Marc Jolin, Director, Joint Office of Homeless Services
 - 10:00 AM – 11:00 AM Via Zoom: Attend Portland Housing Advisory Commission (PHAC) Executive Committee meeting
 - 11:30 AM – 1:00 PM Via Zoom: Economic Relief & Stimulus Coordinating Council
 - 1:00 PM – 2:00 PM Via MS Teams: Weekly meeting with Commissioner Dan Ryan and staff
 - 2:15 PM – 2:30 PM Via phone: Jessica Kinard, Director, City Budget Office
 - 4:15 PM – 4:45 PM Via phone: Jamie Goldberg, *The Oregonian*
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▲ Tue, May 11

- 10:30 AM – 11:15 AM Via Zoom: CARES funding coordination: Portland Housing Bureau, Home Forward, and the Joint Office of Homeless Services
 - 11:00 AM – 12:00 PM Via Zoom: Community Safety Plan with Bureau Directors:
Shannon Callahan, Director, Portland Housing Bureau
Andrea Durbin, Director, Bureau of Planning and Sustainability
Kimberly Branam, Executive Director, Prosper Portland
Suk Rhee, Director, Office of Community & Civic Life
Markisha Smith, Director, Office of Equity and Human Rights
Mike Myers, Director, Community Safety
Elisabeth Perez, Director, Office of Community Technology
Nike Green, Director, Office of Violence Prevention
 - 1:00 PM – 2:00 PM Via Zoom: Chariti Montez (Senior Advisor, Policy & Strategic Initiatives, Office of Commissioner Dan Ryan) and PHB Executive Leadership Team
 - 3:00 PM – 4:00 PM Via Zoom: OMF Advisory Committee - FY 2020-21
 - 3:30 PM – 4:00 PM Virtual meeting: Check-in with Elissa Gertler and Lisa Hunrichs, Metro Planning and Development, and Kimberly Branam, Executive Director, Prosper Portland
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▲ **Wed, May 12**

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| ■ | 1:30 PM – 2:00 PM | Via Zoom: Sam Adams, Director of Strategic Innovations, Office of Mayor Ted Wheeler |
| ■ | 3:00 PM – 5:00 PM | Via Zoom: M-BOS Mandatory Developer Information Session |
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▲ **Thu, May 13**

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|---|---------------------|---|
| ■ | 9:30 AM – 10:00 AM | Via Zoom: Check-in with Tom Rinehart, CAO, Office of Management & Finance |
| ■ | 10:30 AM – 12:00 PM | Via Zoom: P&D Directors Monthly Meeting |
| ■ | 1:15 PM – 1:45 PM | Via Zoom: Meeting with Commissioner Jo Ann Hardesty |
| ■ | 5:15 PM – 7:30 PM | Via Zoom: NNE Oversight Committee Meeting |
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▲ **Fri, May 14**

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|---|---------------------|--|
| ■ | 9:00 AM – 9:30 AM | Via Zoom: Eviction Moratorium discussion: Portland Housing Bureau, Joint Office of Homeless Services, and Office of Commissioner Dan Ryan |
| ■ | 9:30 AM – 10:30 AM | Via Zoom: Weekly JOHS/AHFE PIO Check-In Call |
| ■ | 11:30 AM – 11:50 AM | Via MS Teams: Commissioner Dan Ryan |
| ■ | 1:00 PM – 2:00 PM | Via Google Meet: [PBAC] Policy Alignment & Budget Meeting |
| ■ | 2:00 PM – 2:45 PM | Via Zoom: Meeting to discuss Paramount Apartments, with representatives from:
Office of Commissioner Dan Ryan
Portland Housing Bureau
Prosper Portland
Oregon Metro
Albina Vision Trust |
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▲ **Mon, May 17**

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|---|--------------------|--|
| ■ | 11:30 AM – 1:00 PM | Via Zoom: Economic Relief & Stimulus Coordinating Council |
| ■ | 1:00 PM – 2:00 PM | Via MS Teams: Weekly meeting with Commissioner Dan Ryan and staff |
| ■ | 2:30 PM – 3:00 PM | Via MS Teams: Emily Alvarado, Director, City of Seattle, Office of Housing |
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▲ **Tue, May 18**

- 10:30 AM – 11:15 AM Via Zoom: CARES funding coordination: Portland Housing Bureau, Home Forward, and the Joint Office of Homeless Services
 - 2:30 PM – 5:00 PM Via Zoom: Rental Services Commission (RSC) Meeting
 - 4:30 PM – 5:30 PM Kimberly Branam (Executive Director, Prosper Portland) and Andrea Durbin (Director, Bureau of Planning and Sustainability)
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▲ **Wed, May 19**

- 8:00 AM – 9:00 AM Via Zoom: Charter Commission Bureau Director Panel - Developing a Strong City
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▲ **Thu, May 20**

- 9:00 AM – 10:00 AM Via MS Teams: Cully Briefing w/ Portland Housing Bureau and Prosper Portland Staff
 - 11:00 AM – 11:10 AM Virtual Ribbon Cutting for Songbird
 - 4:00 PM – 4:30 PM Via Zoom: Directors 2x Weekly Check-in
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▲ **Fri, May 21**

- 9:00 AM – 9:30 AM Via Zoom: Rental/Eviction Prevention Assistance: Portland Housing Bureau, Office of Cmr. Dan Ryan, Joint Office of Homeless Services, Oregon Housing and Community Services
 - 9:30 AM – 10:30 AM Via Zoom: Weekly JOHS/AHFE PIO Check-In Call
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▲ **Mon, May 24**

- 11:30 AM – 12:30 PM Via Zoom: ARP Pre Proposal Work Session
 - 1:00 PM – 2:00 PM Via MS Teams: Weekly meeting with Commissioner Dan Ryan and staff
 - 3:00 PM – 4:00 PM Via Zoom: Deeper Housing Affordability Discussion: Portland Housing Bureau (Dir. Callahan and Dory Van Bockel, Program Manager, Development Incentives) Ryan Makinster, Homebuilders Association Rob Humphrey, Faster Permits Owen Gabbert (Owner) and Shane Boland (Dir. of Development), Owen Gabbert, LLC Sean Heyworth and Mike Mitchoff, Portland Houseworks
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▲ **Tue, May 25**

■	9:00 AM – 12:00 PM	ARPA Work Session
■	2:00 PM – 4:00 PM	Via Zoom: Economic Recovery Task Force
■	4:00 PM – 4:30 PM	Via Zoom: Directors 2x Weekly Check-in
■	5:30 PM – 7:00 PM	Via Zoom: Portland Consortium Consolidated Plan Virtual Hearing

▲ **Wed, May 26**

■	8:30 AM – 9:30 AM	Site Visit: Cedar Commons Apartments 11450 SE Division
■	2:00 PM – 2:30 PM	Via MS Teams: ARPA proposals (housing stability) with Ruth Levine

▲ **Thu, May 27**

■	11:00 AM – 11:45 AM	Via Zoom: Meeting with Commissioner Dan Ryan and Directors Shannon Callahan, Rebecca Esau, and Marc Jolin
■	12:00 PM – 1:00 PM	Via Zoom: Meeting w/ Cully Partners, Portland Housing Bureau, Bureau of Planning and Sustainability, and Prosper Portland
■	4:30 PM – 5:00 PM	Via MS Teams: Check-in with Rebecca Esau, Director, Bureau of Development Services

▲ **Fri, May 28**

■	8:00 AM – 9:00 AM	Via Zoom: Meeting with Reimagine Oregon Project and Bureau Directors Shannon Callahan, Kimberly Branam, and Elisabeth Perez
■	9:00 AM – 10:00 AM	Via Zoom: Rental/Eviction Prevention Assistance: Portland Housing Bureau, Joint Office of Homeless Services, and Office of Commissioner Dan Ryan
■	1:00 PM – 2:00 PM	In-person meeting: Israel Bayer, International Network of Street Papers North America
■	3:30 PM – 4:30 PM	Via Zoom: AHFE Executive Committee Meeting

▲ **Mon, May 31**

■	8:00 AM – 5:00 PM	Memorial Day Holiday
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June 2021

▲ Tue, Jun 1

- 10:30 AM – 11:15 AM Via Zoom: CARES funding coordination: Portland Housing Bureau, Home Forward, and the Joint Office of Homeless Services
 - 10:30 AM – 12:00 PM Via Zoom: City Bureaus/Metro - quarterly meeting
 - 2:00 PM – 2:30 PM Via phone: Susan Emmons, Bond Oversight Committee (BOC) member
 - 3:00 PM – 3:45 PM Via phone: Kim McCarty, Executive Director, Community Alliance of Tenants (CAT)
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▲ Wed, Jun 2

- 3:00 PM – 4:00 PM Via Zoom: Chariti Montez (Senior Advisor, Policy & Strategic Initiatives, Office of Commissioner Dan Ryan) and Portland Housing Bureau Executive Leadership Team
 - 6:30 PM – 9:20 PM Via Zoom: Attend PSU class on Downtown Revitalization and provide feedback on student presentations
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▲ Thu, Jun 3

- 10:30 AM – 11:00 AM Via phone: Check-in with Margaret Salazar, Director, Oregon Housing and Community Services
 - 12:00 PM – 1:00 PM Via Zoom: Bureau Directors Monthly Meeting
 - 3:30 PM – 4:00 PM Via phone: Marc Jolin, Director, Joint Office of Homeless Services
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▲ Fri, Jun 4

- 9:00 AM – 9:30 AM Via Zoom: Rental/Eviction Prevention Assistance: Portland Housing Bureau, Joint Office of Homeless Services, Oregon Housing and Community Services, and Office of Cmr. Dan Ryan
 - 9:30 AM – 10:30 AM Via Zoom: Weekly JOHS/AHFE PIO Check-In Call
 - 10:30 AM – 11:00 AM Via Zoom: Check-in with Tom Rinehart, CAO, Office of Management & Finance
 - 3:00 PM – 3:30 PM Via Zoom: John Washington, Soul District Business Association
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▲ **Mon, Jun 7**

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| ■ | 10:00 AM – 10:30 AM | Via MS Teams: Portland Housing Bureau / Bureau of Development Services - Options for Kelly Butte Mobile Home Park |
| ■ | 1:00 PM – 2:00 PM | Via MS Teams: Weekly meeting with Commissioner Dan Ryan and staff |
| □ | 5:00 PM – 5:30 PM | Via Zoom: Rental/Eviction Prevention Assistance: Portland Housing Bureau, Joint Office of Homeless Services, and Office of Cmr. Dan Ryan |
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▲ **Tue, Jun 8**

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|---|---------------------|---|
| ■ | 10:00 AM – 10:45 AM | Via Zoom: Rental/Eviction Prevention Assistance: Portland Housing Bureau, Joint Office of Homeless Services, Oregon Housing and Community Services, and Office of Cmr. Dan Ryan |
| ■ | 10:30 AM – 11:15 AM | Via Zoom: CARES funding coordination: Portland Housing Bureau, Home Forward, and the Joint Office of Homeless Services |
| ■ | 4:00 PM – 4:30 PM | Via Zoom: Directors 2x Weekly Check-in |
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▲ **Wed, Jun 9**

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| ■ | 8:15 AM – 9:00 AM | Via Zoom: Data discussion with Rebecca Esau (Director, Bureau of Development Services) and Marc Jolin (Director, Joint Office of Homeless Services) |
| ■ | 3:00 PM – 3:30 PM | Via Zoom: Check-in with Steven Holt (Chair, N/NE Neighborhood Housing Strategy Oversight Committee; Facilitator, Bond Oversight Committee) |
| □ | 5:00 PM – 5:30 PM | Via Zoom: Rental/Eviction Prevention Assistance: Portland Housing Bureau, Joint Office of Homeless Services, and Office of Cmr. Dan Ryan |
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▲ **Thu, Jun 10**

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|---|---------------------|--|
| ■ | 10:30 AM – 11:30 AM | Via Zoom: P&D Directors Monthly Meeting |
| ■ | 12:00 PM – 1:00 PM | Via MS Teams: CAAN Leadership / Housing Bureau |
| ■ | 4:00 PM – 4:30 PM | Via Zoom: Directors 2x Weekly Check-in |
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▲ **Fri, Jun 11**

- 9:00 AM – 10:30 AM Via Zoom: Final run through of Press Event
 - 10:30 AM – 11:00 AM Via phone: Check-in with Commissioner Jo Ann Hardesty
 - 11:00 AM – 12:00 PM Via Zoom: Bond Exit Conference: Portland Housing Bureau and Severin Campbell and Cody Xuereb from Harvey Rose
 - 1:30 PM – 2:00 PM In-person meeting with Michael Buonocore, Executive Director, Home Forward
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▲ **Mon, Jun 14**

- 1:00 PM – 2:00 PM Via MS Teams: Weekly meeting with Commissioner Dan Ryan and staff
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▲ **Tue, Jun 15**

- 10:30 AM – 11:15 AM Via Zoom: CARES funding coordination: Portland Housing Bureau, Home Forward, and the Joint Office of Homeless Services
 - 1:00 PM – 1:30 PM Via phone: Check-in with Nate McCoy, Executive Director, NAMC-Oregon; Chair, Portland Housing Advisory Commission (PHAC)
 - 2:30 PM – 5:00 PM Via Zoom: Rental Services Commission (RSC) Meeting
 - 3:00 PM – 4:00 PM Via Zoom: Economic Relief and Stimulus Coordinating Council
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▲ **Wed, Jun 16**

- 11:30 AM – 11:45 AM Via phone: Eric Schmidt, Assistant City Manager, Gresham
 - 4:00 PM – 5:00 PM Via Zoom: Portland Housing Bureau / Housing Oregon quarterly meeting
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▲ **Thu, Jun 17**

- 9:30 AM – 10:00 AM Via phone: Kellie Torres, Chief of Staff, Office of Commissioner Dan Ryan
 - 1:00 PM – 1:30 PM Via Zoom: Check-in with Steve Messinetti, President and CEO, Habitat for Humanity Portland/Metro East
 - 3:00 PM – 4:00 PM Via MS Teams: Press event prep with Margaux Weeke, Office of Cmr. Dan Ryan
 - 4:00 PM – 4:30 PM Via Zoom: Directors 2x Weekly Check-in
 - 4:30 PM – 5:30 PM Via Zoom: Press Conference
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▲ **Fri, Jun 18**

■ 8:00 AM – 5:00 PM **Juneteenth Holiday**

▲ **Mon, Jun 21**

■ 1:00 PM – 2:00 PM Via MS Teams: Weekly meeting with Commissioner Dan Ryan and staff

■ 2:00 PM – 2:30 PM Via Zoom: Urban Renewal Areas/ Returning Resources Meeting:
Tom Rinehart, CAO, Office of Management & Finance
Brigid OCallaghan, City Treasurer
Michelle Kirby, Director, Bureau of Revenue and Financial Services
Kimberly Branam, Executive Director, Prosper Portland
Shannon Callahan, Director, Portland Housing Bureau
Josh Harwood, Economist, City Budget Office
Tony Barnes, Finance Manager, Prosper Portland
Patricia Tigue, Financial Analyst, Bureau of Revenue & Financial Services
Jessica Kinard, Director, City Budget Office

■ 2:30 PM – 3:15 PM Via MS Teams: Portland Housing Bureau/Prosper Portland Monthly Check-In

■ 4:00 PM – 4:30 PM In-person meeting: Trell Anderson, Executive Director, Northwest Housing Alternatives

▲ **Tue, Jun 22**

■ 8:30 AM – 9:00 AM Via phone: American Rescue Plan Proposal discussion with Rebecca Esau, Director, Bureau of Development Services

■ 10:30 AM – 11:15 AM Via Zoom: CARES funding coordination: Portland Housing Bureau, Home Forward, and the Joint Office of Homeless Services

▲ **Thu, Jun 24**

■ 10:30 to 11:00 AM Via Zoom: Interest Arbitration - City and PFFA

■ 2:30 PM – 4:00 PM Via Zoom: Economic Relief & Stimulus Coordinating Council

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

▲ **Fri, Jun 25**

- 8:00 AM – 9:00 AM Via Zoom: Economic Relief & Stimulus Coordination Council Zoom
 - 9:00 AM – 9:30 AM Via Zoom: Rental/Eviction Prevention Assistance: Portland Housing Bureau, Joint Office of Homeless Services, and Office of Commissioner Dan Ryan
 - 9:30 AM – 10:00 AM Via MS Teams: Meeting with Commissioner Mingus Mapps
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▲ **Mon, Jun 28**

- 1:00 PM – 2:00 PM Via MS Teams: Weekly meeting with Commissioner Dan Ryan and staff
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▲ **Tue, Jun 29**

- 10:30 AM – 11:15 AM Via Zoom: CARES funding coordination: Portland Housing Bureau, Home Forward, and the Joint Office of Homeless Services
 - 4:00 PM – 4:30 PM Via Zoom: Directors 2x Weekly Check-in
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▲ **Wed, Jun 30**

- 9:00 AM – 9:30 AM Via MS Teams: DCTU Check In: Portland Housing Bureau and Bureau of Human Resources
 - 2:30 PM – 3:30 PM Via Zoom: Rental Services Office programs/services debrief: Portland Housing Bureau / Office of Commissioner Mingus Mapps
 - 3:45 PM – 4:15 PM Via Zoom: Meeting with Brian Owendoff (CEO & Principal, BMO Commercial Real Estate LLC), Barclay Grayson, and Dan Lamey to discuss 1414 SW Park Avenue
 - 5:00 PM – 7:30 PM Via Zoom: East PDX Summit
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