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## Esau, Rebecca Calendar

Monday, March 9, 2020 – Sunday, March 15, 2020

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### March 2020

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8	<a href="#">9</a>	<a href="#">10</a>	<a href="#">11</a>	<a href="#">12</a>	<a href="#">13</a>	<a href="#">14</a>
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### March 2020

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#### ▲ Mon, Mar 9

- 8:30 AM – 9:20 AM Smart Growth Meeting - No Mayor, Kim Tallant (Principal Planner)
  - 9:00 AM – 9:30 AM travel
  - 10:00 AM – 11:00 AM Andrea Durbin (Bureau of Planning & Sustainability Director and staff check-in
  - 11:30 AM – 12:00 PM Bureau of Development Services/Office of Mayor Wheeler - Weekly Check-in
  - 2:00 PM – 3:30 PM 2020 Senior Managers Meeting
  - 3:30 PM – 3:45 PM Elshad Hajiyev (Deputy Director), Alex Cousins (Communications Manager) check-in
  - 3:45 PM – 4:45 PM Elshad Hajiyev (Deputy Director) one on one
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#### ▲ Tue, Mar 10

- 9:00 AM – 10:00 AM Kim Tallant (Principal Planner) one on one
  - 10:30 AM – 11:00 AM Beth Benton (Property Compliance Inspections Manager) one on one
  - 11:10 AM – 11:35 AM Elshad Hajiyev (Deputy Director), Chloe Massarello (Joint BEC/LMC Subcommittee), Stephanie Yao Long (Joint BEC/LMC Subcommittee) re: 360-Degree Feedback - Workstream Three (Leadership Model)
  - 11:35 AM – 12:10 PM Elshad Hajiyev (Deputy Director) one on one
  - 1:00 PM – 2:00 PM Inspections Bi-weekly Tactical meeting
  - 2:00 PM – 2:15 PM Terry Whitehill (Building Official) one on one
  - 4:00 PM – 5:45 PM Discuss Continuation of Operations Plan
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▲ **Wed, Mar 11**

■ All Day Working remotely

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▲ **Thu, Mar 12**

- 9:00 AM – 10:00 AM Leanne Torgerson (Executive Assistant) and Colleen Poole (Customer Service & Outreach Coordinator) meeting
  - 10:00 AM – 11:00 AM David Kuhnhausen (Permitting Services Manager), Doug Morgan (Plan Review Services Manager), Andy Peterson (Special Projects Manager) re: Review Windows
  - 11:00 AM – 11:40 AM City Attorney Meeting
  - 11:30 AM – 12:00 PM travel
  - 12:00 PM – 1:00 PM Bureau Directors ASAP Meeting (COVID-19)
  - 1:00 PM – 1:30 PM travel
  - 1:30 PM – 5:30 PM Continuation of Operations Plan Planning Meeting
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▲ **Fri, Mar 13**

- 9:30 AM – 10:00 AM Land Use Hearings COVID 19
  - 10:00 AM – 10:30 AM David Kuhnhausen (Permitting Services Manager) one on one
  - 10:30 AM – 11:00 AM Ross Caron (Bureauwide Projects Manager), Elshad Hajiyev (Deputy Director) meeting
  - 2:30 PM – 3:00 PM Priscilla Partch (Permitting Services staff) check-in
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