
Kinard, Jessica Calendar

Jessica.Kinard@portlandoregon.gov

Saturday, January 01, 2022 – Monday, January 31, 2022

Time zone: (UTC-08:00) Pacific Time (US & Canada)

(Adjusted for Daylight Saving Time)

January 2022

Su Mo Tu We Th Fr Sa

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<u>23</u>	<u>24</u>	<u>25</u>	<u>26</u>	<u>27</u>	<u>28</u>	<u>29</u>
<u>30</u>	<u>31</u>					



Busy



Tentative



Free



Out of Office



Working Elsewhere



Outside of Working Hours

January 2022

▲ Sat, Jan 1 – Sun, Jan 2**All Day Free****▲ Mon, Jan 3****Before 8:00 AM Free****8:00 AM – 9:30 AM Free**9:30 AM – 10:30 AM [CBO Staff Meeting](#)

Microsoft Teams Meeting

Kinard, Jessica

10:30 AM – 11:00 AM [Admin meeting](#)

Microsoft Teams Meeting

Kinard, Jessica

**11:00 AM – 11:30 AM Free**11:30 AM – 12:00 PM [ARPA list check in](#)

Microsoft Teams Meeting

Kinard, Jessica

**12:00 PM – 1:00 PM Free**

■	1:00 PM – 1:30 PM	Stipend discussion Microsoft Teams Meeting Bless, Cathy
■	1:30 PM – 2:00 PM	Prep for Mayors Meeting Microsoft Teams Meeting Kinard, Jessica
■	2:00 PM – 2:30 PM	CBO: Insurance and CAL Discussion Microsoft Teams Meeting Hulseman, Peter
■	2:30 PM – 3:00 PM	Check in Fairchild, Shannon
□	3:00 PM – 3:30 PM	Free
■	3:30 PM – 4:30 PM	ARPA Planning Microsoft Teams Meeting Lee, Bobby
▨	3:30 PM – 4:30 PM	ARPA Meeting - with Link Blonsley, Hayley
■	4:30 PM – 5:00 PM	Bobby Lee/Jessica Kinard Weekly Check-in Microsoft Teams Meeting Kinard, Jessica
□	After 5:00 PM	Free

▲ **Tue, Jan 4**

□	Before 8:00 AM	Free
□	8:00 AM – 10:30 AM	Free
■	10:30 AM – 11:00 AM	Joshua-Jessica Check In Microsoft Teams Meeting Kinard, Jessica
■	11:00 AM – 12:00 PM	Portland Insights - IGA Jiang, Ning
▨	11:00 AM – 12:00 PM	Tuesday Chiefs Blonsley, Hayley
□	12:00 PM – 12:15 PM	Free
■	12:15 PM – 12:45 PM	MEET: ARPA Budget Guidance Memo Zoom Wheeler, Ted
□	12:45 PM – 3:00 PM	Free
■	3:00 PM – 3:30 PM	MEET: Cmr. Rubio/Jessica Kinard, City Budget Office (CBO) Director, monthly (Jillian) Zoom link in invite Rubio, Carmen
▨	3:30 PM – 5:00 PM	Portland Utility Board - full board Meeting Zoom Lindsay, Eliza

4:00 PM – 4:30 PM [Directors 2x Weekly Check-in](#)
Zoom
Rinehart, Tom

After 5:00 PM **Free**

▲ **Wed, Jan 5**

All Day [Certify your timesheet](#)
Martin, Alexandra

All Day [Power-On Wednesday](#)
Martin, Alexandra

Before 8:00 AM **Free**

8:00 AM – 10:30 AM **Free**

10:30 AM – 11:30 AM [Returning Revenue Budget Note Planning - \(CBO/BRFS\)](#)
Microsoft Teams Meeting
Kirby, Michelle

11:30 AM – 12:00 PM **Free**

12:00 PM – 12:30 PM [BOLT Meeting](#)
Microsoft Teams Meeting
Merlo, Carmen

12:30 PM – 3:00 PM **Free**

3:00 PM – 3:30 PM [ARPA guidance check in](#)
Microsoft Teams Meeting
Kinard, Jessica

3:30 PM – 4:00 PM [Check-In](#)
Microsoft Teams Meeting
Abraham, Steven

4:00 PM – 5:00 PM [CBO Business Operations and Management](#)
Microsoft Teams Meeting
Kinard, Jessica

5:00 PM – 5:30 PM [Certify Timesheet](#)

After 5:30 PM **Free**

▲ **Thu, Jan 6**

Before 8:00 AM **Free**

8:00 AM – 9:30 AM **Free**

9:30 AM – 10:00 AM [Harbor financial liability](#)
Microsoft Teams Meeting
Kirby, Michelle

10:00 AM – 10:30 AM **Free**

10:30 AM – 11:30 AM [Review Council Agenda](#)

11:00 AM – 11:45 AM [Ruth/Josh 1:1](#)
Microsoft Teams Meeting
Levine, Ruth

<input type="checkbox"/>	11:45 AM – 12:00 PM	Free
<input checked="" type="checkbox"/>	12:00 PM – 1:00 PM	Bureau Directors Monthly Meeting Zoom Rinehart, Tom
<input checked="" type="checkbox"/>	1:00 PM – 1:30 PM	ARPA Review Process check in Microsoft Teams Meeting Kinard, Jessica
<input checked="" type="checkbox"/>	1:30 PM – 2:00 PM	ARPA review & budget process check in Microsoft Teams Meeting Kinard, Jessica
<input checked="" type="checkbox"/>	2:00 PM – 2:30 PM	Quick check in on ARPA calendar Microsoft Teams Meeting Levine, Ruth
<input checked="" type="checkbox"/>	2:30 PM – 3:30 PM	Anti-white supremacy discussion - run through Microsoft Teams Meeting Chavez, Josie
<input type="checkbox"/>	3:30 PM – 5:00 PM	Free
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Fri, Jan 7**

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 9:00 AM	Free
<input checked="" type="checkbox"/>	9:00 AM – 10:00 AM	Ning Debi Mary PDX Insights https://pdx.zoom.us/j/83544906018 Mary Oschwald
<input checked="" type="checkbox"/>	10:00 AM – 11:00 AM	CBO's Budget Microsoft Teams Meeting Owen, Christina
<input checked="" type="checkbox"/>	11:00 AM – 12:00 PM	Check-in: CBO & Office of Equity Microsoft Teams Meeting Lawrence, Asena
<input checked="" type="checkbox"/>	11:30 AM – 12:00 PM	Updating Historic Performance Measures! Microsoft Teams Meeting Cheney, Robert
<input checked="" type="checkbox"/>	12:00 PM – 1:00 PM	MEET: Budget Discussion Microsoft Teams Meeting Adams, Sam
<input checked="" type="checkbox"/>	1:00 PM – 1:30 PM	Michelle/ Tom/ Jessica/ Ruth Re: Plan for Expiring TIF District Budget Note Meeting Microsoft Teams Meeting Kirby, Michelle
<input type="checkbox"/>	1:30 PM – 2:00 PM	Free
<input checked="" type="checkbox"/>	2:00 PM – 2:30 PM	Budget/HR Check-In Lane, Anita
<input type="checkbox"/>	2:30 PM – 3:30 PM	Free

- 3:30 PM – 4:00 PM [Budget Outreach meeting with Alexandra Martin](#)
Zoom meeting room
Chavez, Josie
 - 4:00 PM – 5:00 PM [JK/CO bi-weekly call](#)
Microsoft Teams Meeting
Owen, Christina
 - 4:30 PM – 5:00 PM [ARPA guidance and intersections with CBO analyst timelines](#)
Microsoft Teams Meeting
Kinard, Jessica
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- After 5:00 PM Free**

▲ **Sat, Jan 8 – Sun, Jan 9**

- All Day Free**
-

▲ **Mon, Jan 10**

- Before 8:00 AM Free**
 - 8:00 AM – 9:00 AM Free**
 - 9:00 AM – 12:30 PM [Meet with Lillian](#)
Chavez, Josie
 - 9:30 AM – 10:30 AM [CBO Staff Meeting](#)
Microsoft Teams Meeting
Chavez, Josie
 - 10:30 AM – 12:00 PM [City 101 Training](#)
Kinard, Jessica
 - 12:30 PM – 1:00 PM Free**
 - 1:00 PM – 2:00 PM [CO-JK Check In](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 2:00 PM – 3:00 PM [Admin meeting](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 3:00 PM – 4:00 PM Free**
 - 4:00 PM – 5:00 PM [MEET: RBA](#)
Microsoft Teams Meeting
Lawrence, Asena
 - 4:30 PM – 5:00 PM [Bobby Lee/Jessica Kinard Weekly Check-in](#)
Microsoft Teams Meeting
Kinard, Jessica
-
- After 5:00 PM Free**

▲ **Tue, Jan 11**

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 8:30 AM	Free
<input checked="" type="checkbox"/>	8:30 AM – 1:30 PM	Hold For Staff Retreat Microsoft Teams Meeting Chavez, Josie
<input checked="" type="checkbox"/>	11:00 AM – 11:30 AM	PUB staff check-in Phone/Teams Archer-Masters, Amy
<input type="checkbox"/>	1:30 PM – 3:30 PM	Free
<input checked="" type="checkbox"/>	3:30 PM – 4:00 PM	Michelle/ Jessica Check-in Microsoft Teams Meeting Kirby, Michelle
<input checked="" type="checkbox"/>	3:30 PM – 4:00 PM	MEET: DCTU Update (Bobby) Zoom info in appointment Wheeler, Ted
<input checked="" type="checkbox"/>	4:00 PM – 4:30 PM	Directors 2x Weekly Check-in Zoom Kinard, Jessica
<input type="checkbox"/>	4:30 PM – 5:00 PM	Free
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Wed, Jan 12**

<input type="checkbox"/>	All Day	Power-On Wednesday Martin, Alexandra
<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 8:30 AM	Free
<input checked="" type="checkbox"/>	8:30 AM – 9:00 AM	MEET: Cathy Bless, Jessica Kinard, Bobby, Sara, and Hayley re: DCTU Negotiation Update Zoom info in appointment Wheeler, Ted
<input checked="" type="checkbox"/>	9:00 AM – 9:30 AM	MEET: DCTU Negotiation Update Microsoft Teams Meeting Lee, Bobby
<input type="checkbox"/>	9:30 AM – 10:00 AM	Free
<input checked="" type="checkbox"/>	10:00 AM – 1:00 PM	PDX Cohort RBA Session #5 https://us02web.zoom.us/j/86719216947?pwd=MjExU1ppaGtWb0l0MU9mWEVOSmVjQT09 theo@equityandresults.com
<input checked="" type="checkbox"/>	11:00 AM – 12:00 PM	Expiring TIF District Budget Note Zoom Rinehart, Tom
<input type="checkbox"/>	1:00 PM – 1:30 PM	Free
<input checked="" type="checkbox"/>	1:30 PM – 2:30 PM	Portland Insights Survey: Kick-off meeting Microsoft Teams Meeting Jiang, Ning

- 2:30 PM – 4:00 PM Free**
 - 4:00 PM – 5:00 PM** [Budget Analyst Ops & Strategy](#)
Microsoft Teams Meeting
Kinard, Jessica
 - After 5:00 PM Free**
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▲ **Thu, Jan 13**

- Before 8:00 AM Free**
 - 8:00 AM – 9:00 AM Free**
 - 9:00 AM – 9:30 AM** [Jessica-Asena Check-In](#)
Microsoft Teams Meeting
Chavez, Josie
 - 9:30 AM – 10:30 AM** [Prep for BAC](#)
 - 10:30 AM – 11:15 AM** [P&D Meeting](#)
<https://us06web.zoom.us/j/92945973733?pwd=REhrZ1IEYm9BUGxpQnJQYlNVN1lyUT09>
Durbin, Andrea
 - 10:30 AM – 11:30 AM** [Review Council Agenda](#)
 - 11:30 AM – 1:00 PM** [CBO BAC Meeting](#)
Zoom <ink to Follow
Owen, Christina
 - 1:00 PM – 2:00 PM** [Check in on CSD and Joint Office](#)
Microsoft Teams Meeting
Fairchild, Shannon
 - 2:00 PM – 3:00 PM** [HOLD: survey update before Ning's vacation](#)
Microsoft Teams Meeting
Jiang, Ning
 - 3:00 PM – 4:00 PM Free**
 - 4:00 PM – 4:30 PM** [Directors 2x Weekly Check-in](#)
Zoom
Kinard, Jessica
 - 4:30 PM – 5:00 PM** [Budget Check In Follow Up](#)
Blonsley, Hayley
 - After 5:00 PM Free**
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▲ **Fri, Jan 14**

- Before 8:00 AM Free**
- 8:00 AM – 9:00 AM Free**
- 9:00 AM – 10:00 AM** [JK/PH Check In](#)
Microsoft Teams Meeting
Kinard, Jessica
- 10:00 AM – 1:30 PM Free**

- 1:30 PM – 2:00 PM [Check In](#)
Microsoft Teams Meeting
Abraham, Steven
 - 2:00 PM – 4:00 PM **Free**
 - 4:00 PM – 5:00 PM [Budget Process Check-in](#)
Microsoft Teams Meeting
Owen, Christina
 - After 5:00 PM** **Free**
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▲ **Sat, Jan 15 – Sun, Jan 16**

- All Day** **Free**
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▲ **Mon, Jan 17**

- All Day** [MLK Jr. Day - HOLIDAY](#)
Kinard, Jessica
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▲ **Tue, Jan 18**

- Before 8:00 AM** **Free**
- 8:00 AM – 8:30 AM [exec session prep](#)
Microsoft Teams Meeting
Bless, Cathy
- 8:30 AM – 8:45 AM **Free**
- 8:45 AM – 9:15 AM [CBO Staff Meeting](#)
Microsoft Teams Meeting
Chavez, Josie
- 9:15 AM – 9:30 AM **Free**
- 9:30 AM – 11:30 AM [BHR Executive Session w/ Mayor Wheeler and Commissioners](#)
Zoom info in appointment
Wheeler, Ted
- 11:30 AM – 12:00 PM **Free**
- 12:00 PM – 1:00 PM [CBO/Equity & Results Coaching Session 1 \(proposed new time\)](#)
<https://us02web.zoom.us/j/82152904539?pwd=UWh0NjVDa3M3d2ZTaWxTdkZmZG01UT09>
theo@equityandresults.com
- 1:00 PM – 1:30 PM [SA-JK Check In](#)
Microsoft Teams Meeting
Kinard, Jessica
- 1:30 PM – 2:00 PM [LN-JK Check In](#)
Microsoft Teams Meeting
Kinard, Jessica
- 2:00 PM – 2:30 PM **Free**

2:30 PM – 3:00 PM [Talk Charter Budget](#)
Microsoft Teams Meeting
Oppenheim, Shoshanah

3:00 PM – 4:00 PM [Prep for Mayor's Meeting](#)

4:00 PM – 5:00 PM Free

After 5:00 PM Free

▲ Wed, Jan 19

All Day [Certify your timesheet](#)
Martin, Alexandra

All Day [Power-On Wednesday](#)
Martin, Alexandra

Before 8:00 AM Free

8:00 AM – 9:30 AM Free

9:30 AM – 10:00 AM [JOHS Budget Briefing](#)
Microsoft Teams Meeting
Kinard, Jessica

10:00 AM – 11:30 AM Free

11:30 AM – 12:00 PM [PUB check-in this week for Program offer, instead of next week?](#)
Microsoft Teams Meeting
Lindsay, Eliza

12:00 PM – 12:30 PM Free

12:30 PM – 1:00 PM [Lunch](#)

1:00 PM – 1:30 PM [MEET: ARPA specific guidance](#)
Microsoft Teams Meeting
Adams, Sam

1:30 PM – 4:00 PM Free

4:00 PM – 5:00 PM [CBO Business Operations and Management](#)
Microsoft Teams Meeting
Kinard, Jessica

5:00 PM – 5:30 PM [Certify Timesheet](#)

After 5:30 PM Free

▲ Thu, Jan 20

Before 8:00 AM Free

8:00 AM – 9:00 AM Free

9:00 AM – 9:30 AM [MEET: Budget Check in](#)
Microsoft Teams Meeting
Morrissey, Sara

9:30 AM – 10:00 AM Free

<input checked="" type="checkbox"/>	10:00 AM – 10:30 AM	Tom/ Jessica Check-in Zoom Rinehart, Tom
<input checked="" type="checkbox"/>	10:30 AM – 11:30 AM	Review Council Agenda
<input checked="" type="checkbox"/>	11:00 AM – 12:30 PM	Portland Utility Board - full Board meeting Zoom Lindsay, Eliza
<input checked="" type="checkbox"/>	12:30 PM – 1:00 PM	Lunch
<input checked="" type="checkbox"/>	12:30 PM – 1:00 PM	Team Lead check in Microsoft Teams Meeting Kinard, Jessica
<input type="checkbox"/>	1:00 PM – 2:00 PM	Free
<input checked="" type="checkbox"/>	2:00 PM – 2:30 PM	BDS FY 21-22 Budget Note on ARPA Funds Quick Check in Microsoft Teams Meeting Hajiyev, Elshad
<input checked="" type="checkbox"/>	2:00 PM – 3:00 PM	Adding Performance Measures into BFM! Microsoft Teams Meeting Cheney, Robert
<input type="checkbox"/>	3:00 PM – 3:30 PM	Free
<input checked="" type="checkbox"/>	3:30 PM – 4:00 PM	Check in on Charter Commission research Microsoft Teams Meeting Kinard, Jessica
<input checked="" type="checkbox"/>	4:00 PM – 4:30 PM	Directors 2x Weekly Check-in Zoom Kinard, Jessica
<input type="checkbox"/>	4:30 PM – 5:00 PM	Free
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Fri, Jan 21**

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 9:00 AM	Free
<input checked="" type="checkbox"/>	9:00 AM – 10:00 AM	JK/CO bi-weekly call Microsoft Teams Meeting Owen, Christina
<input type="checkbox"/>	10:00 AM – 11:00 AM	Free
<input checked="" type="checkbox"/>	11:00 AM – 11:30 AM	Jessica Kinard Director 1 City Budget Office - Check-In c-Josie Chavez #503 865-6267 (NOTE New Time Adjustment) Zoom Inc Hardesty, Jo Ann
<input checked="" type="checkbox"/>	11:00 AM – 11:30 AM	Adding a New Program Offer to PADS! Microsoft Teams Meeting Cheney, Robert

<input checked="" type="checkbox"/>	11:30 AM – 12:00 PM	ARPA Round 2 proposal review process Microsoft Teams Meeting Levine, Ruth
<input checked="" type="checkbox"/>	12:00 PM – 12:30 PM	CBO DP Information Microsoft Teams Meeting Owen, Christina
<input checked="" type="checkbox"/>	12:30 PM – 1:00 PM	Lunch
<input type="checkbox"/>	1:00 PM – 2:00 PM	Free
<input checked="" type="checkbox"/>	2:00 PM – 2:30 PM	Budget/HR Check-In Kinard, Jessica
<input type="checkbox"/>	2:30 PM – 3:30 PM	Free
<input checked="" type="checkbox"/>	3:30 PM – 4:00 PM	Charter COmmission Check-In II Microsoft Teams Meeting Abraham, Steven
<input type="checkbox"/>	4:00 PM – 4:30 PM	Free
<input checked="" type="checkbox"/>	4:30 PM – 5:00 PM	MEET: Dir Kinard/Cmr Ryan Microsoft Teams Meeting Commissioner Ryan Office
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Sat, Jan 22 – Sun, Jan 23**

<input type="checkbox"/>	All Day	Free
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▲ **Mon, Jan 24**

<input type="checkbox"/>	Before 8:00 AM	Free
<input checked="" type="checkbox"/>	8:00 AM – 8:30 AM	Discuss next steps for the Temporary Analyst III role Microsoft Teams Meeting Mahmoud, Steve Johnson
<input checked="" type="checkbox"/>	8:30 AM – 9:00 AM	Round 2 ARPA Proposal Form - Equity Question Development Blonsley, Hayley
<input type="checkbox"/>	9:00 AM – 9:30 AM	Free
<input checked="" type="checkbox"/>	9:30 AM – 10:30 AM	CBO Staff Meeting Microsoft Teams Meeting Kinard, Jessica
<input checked="" type="checkbox"/>	10:30 AM – 11:00 AM	Admin meeting Microsoft Teams Meeting Kinard, Jessica
<input type="checkbox"/>	11:00 AM – 11:30 AM	Free
<input checked="" type="checkbox"/>	11:30 AM – 12:00 PM	Lillian-Jessica Check in Microsoft Teams Meeting Kinard, Jessica
<input type="checkbox"/>	12:00 PM – 12:30 PM	Free

<input checked="" type="checkbox"/>	12:30 PM – 1:30 PM	MEET: Spring survey regarding budget Zoom Morrissey, Sara
<input checked="" type="checkbox"/>	1:00 PM – 1:30 PM	Monthly Meeting with Director Jessica Kinard-City Budget Office Microsoft Teams Meeting Mapps, Mingus
<input type="checkbox"/>	1:30 PM – 2:00 PM	Free
<input checked="" type="checkbox"/>	2:00 PM – 3:00 PM	white supremacy and workplace culture discussion/training Microsoft Teams Meeting Chavez, Josie
<input checked="" type="checkbox"/>	3:00 PM – 3:30 PM	finalize budget packet for MO Microsoft Teams Meeting Kinard, Jessica
<input type="checkbox"/>	3:30 PM – 4:30 PM	Free
<input checked="" type="checkbox"/>	4:30 PM – 5:00 PM	Bobby Lee/Jessica Kinard Weekly Check-in Microsoft Teams Meeting Kinard, Jessica
<input checked="" type="checkbox"/>	4:30 PM – 5:00 PM	Steven-Jessica Check In Microsoft Teams Meeting Kinard, Jessica
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Tue, Jan 25**

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 9:00 AM	Free
<input checked="" type="checkbox"/>	9:00 AM – 9:30 AM	Steven-Jessica Check In Microsoft Teams Meeting Kinard, Jessica
<input checked="" type="checkbox"/>	9:30 AM – 10:00 AM	Michelle/ Jessica Check-in Microsoft Teams Meeting Kirby, Michelle
<input type="checkbox"/>	10:00 AM – 11:00 AM	Free
<input checked="" type="checkbox"/>	11:00 AM – 11:30 AM	PUB staff check-in Phone/Teams Archer-Masters, Amy
<input type="checkbox"/>	11:30 AM – 12:30 PM	Free
<input checked="" type="checkbox"/>	12:30 PM – 1:00 PM	Lunch
<input checked="" type="checkbox"/>	1:00 PM – 2:00 PM	Budget Note Planning Workgroup (BRFS/CBO) Microsoft Teams Meeting Kirby, Michelle
<input checked="" type="checkbox"/>	2:00 PM – 2:30 PM	CBO Budget Submission call Microsoft Teams Meeting Owen, Christina

<input checked="" type="checkbox"/>	2:30 PM – 3:00 PM	Lillian-Jessica Check In Microsoft Teams Meeting Kinard, Jessica
<input checked="" type="checkbox"/>	3:00 PM – 3:30 PM	Check In Microsoft Teams Meeting Kinard, Jessica
<input type="checkbox"/>	3:30 PM – 4:00 PM	Free
<input checked="" type="checkbox"/>	4:00 PM – 4:30 PM	Directors 2x Weekly Check-in Zoom Kinard, Jessica
<input type="checkbox"/>	4:30 PM – 5:00 PM	Free
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Wed, Jan 26**

<input type="checkbox"/>	All Day	Power-On Wednesday Martin, Alexandra
<input type="checkbox"/>	All Day	Requested Budgets due to CBO Owen, Christina
<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 9:00 AM	Free
<input checked="" type="checkbox"/>	9:00 AM – 9:30 AM	Fiscal information and CC processes Microsoft Teams Meeting Diffenderfer, Sarah
<input checked="" type="checkbox"/>	9:00 AM – 9:30 AM	Loading a Historical PM Update Form Microsoft Teams Meeting Cheney, Robert
<input checked="" type="checkbox"/>	9:30 AM – 10:00 AM	@Council
<input type="checkbox"/>	10:00 AM – 12:00 PM	Free
<input checked="" type="checkbox"/>	12:00 PM – 12:30 PM	Steven-Jessica-Anita check in Microsoft Teams Meeting Kinard, Jessica
<input checked="" type="checkbox"/>	12:30 PM – 1:00 PM	Lunch
<input checked="" type="checkbox"/>	1:00 PM – 2:00 PM	Budget Outreach Microsoft Teams Meeting Chavez, Josie
<input checked="" type="checkbox"/>	2:00 PM – 2:30 PM	HR Check in Microsoft Teams Meeting Kinard, Jessica
<input type="checkbox"/>	2:30 PM – 3:30 PM	Free
<input checked="" type="checkbox"/>	3:30 PM – 4:30 PM	Budget Analyst Ops & Strategy Microsoft Teams Meeting Kinard, Jessica
<input type="checkbox"/>	4:30 PM – 5:00 PM	Free
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Thu, Jan 27**

<input type="checkbox"/>	All Day	Requested Budget Tech checks Owen, Christina
<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 9:00 AM	Free
<input checked="" type="checkbox"/>	9:00 AM – 9:30 AM	Jessica-Asena Check-In Microsoft Teams Meeting Chavez, Josie
<input type="checkbox"/>	9:30 AM – 10:00 AM	Review Charter Commission Assignment Microsoft Teams Meeting Oppenheim, Shoshanah
<input type="checkbox"/>	10:00 AM – 11:00 AM	Exit Interview Microsoft Teams Meeting Chavez, Josie
<input type="checkbox"/>	10:00 AM – 11:00 AM	Noah Exit Interview Microsoft Teams Meeting Kinard, Jessica
<input type="checkbox"/>	10:30 AM – 11:30 AM	Review Council Agenda
<input type="checkbox"/>	11:30 AM – 12:00 PM	Free
<input type="checkbox"/>	12:00 PM – 12:30 PM	Ruth-Jessica Check In Microsoft Teams Meeting Kinard, Jessica
<input type="checkbox"/>	12:30 PM – 1:00 PM	Lunch
<input type="checkbox"/>	12:30 PM – 1:30 PM	SuccessFactors Evaluation Microsoft Teams Meeting Chavez, Josie
<input type="checkbox"/>	1:30 PM – 2:00 PM	Quick convo re: Pioneer Square Microsoft Teams Meeting Schoene, Jillian
<input checked="" type="checkbox"/>	2:00 PM – 3:00 PM	Budget meeting planning Microsoft Teams Meeting Owen, Christina
<input type="checkbox"/>	3:00 PM – 4:00 PM	Free
<input type="checkbox"/>	4:00 PM – 4:30 PM	Directors 2x Weekly Check-in Zoom Kinard, Jessica
<input type="checkbox"/>	4:30 PM – 5:00 PM	Free
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Fri, Jan 28**

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 9:00 AM	Free

<input checked="" type="checkbox"/>	9:00 AM – 10:00 AM	JK/PH Check In Microsoft Teams Meeting Kinard, Jessica
<input checked="" type="checkbox"/>	10:00 AM – 10:30 AM	Charter commission analysis Microsoft Teams Meeting Nguyen, Lillian
<input type="checkbox"/>	10:30 AM – 11:30 AM	Free
<input type="checkbox"/>	11:30 AM – 12:00 PM	Budget media & communications Microsoft Teams Meeting Oppenheimer, Laura
<input type="checkbox"/>	12:00 PM – 12:30 PM	Free
<input checked="" type="checkbox"/>	12:30 PM – 1:00 PM	Lunch
<input type="checkbox"/>	1:00 PM – 3:00 PM	Free
<input checked="" type="checkbox"/>	3:00 PM – 5:00 PM	Initial DP Triage Meeting Microsoft Teams Meeting Owen, Christina
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Sat, Jan 29 – Sun, Jan 30**

<input type="checkbox"/>	All Day	Free
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▲ **Mon, Jan 31**

<input type="checkbox"/>	All Day	P-card sign-off and allocation due last business day of the month Martin, Alexandra
<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 9:30 AM	Free
<input checked="" type="checkbox"/>	9:30 AM – 10:30 AM	CBO Staff Meeting Microsoft Teams Meeting Kinard, Jessica
<input checked="" type="checkbox"/>	10:30 AM – 11:00 AM	Admin Check-in Microsoft Teams Meeting Chavez, Josie
<input type="checkbox"/>	11:00 AM – 12:30 PM	Free
<input checked="" type="checkbox"/>	12:30 PM – 1:00 PM	Lunch
<input type="checkbox"/>	1:00 PM – 4:30 PM	Free
<input checked="" type="checkbox"/>	4:30 PM – 5:00 PM	Bobby Lee/Jessica Kinard Weekly Check-in Microsoft Teams Meeting Kinard, Jessica
<input type="checkbox"/>	After 5:00 PM	Free

Kinard, Jessica Calendar

Jessica.Kinard@portlandoregon.gov

Tuesday, February 01, 2022 – Monday, February 28, 2022

Time zone: (UTC-08:00) Pacific Time (US & Canada)
(Adjusted for Daylight Saving Time)

February 2022

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[13](#) [14](#) [15](#) [16](#) [17](#) [18](#) [19](#)
[20](#) [21](#) [22](#) [23](#) [24](#) [25](#) [26](#)
[27](#) [28](#)

- Busy Tentative Free
 Out of Office Working Elsewhere Outside of Working Hours

February 2022

▲ Tue, Feb 1

- | | | |
|-------------------------------------|----------------------------|--|
| <input type="checkbox"/> | Before 8:00 AM | Free |
| <input type="checkbox"/> | 8:00 AM – 10:00 AM | Free |
| <input checked="" type="checkbox"/> | 10:00 AM – 11:00 AM | MEET: Houselessness/Cleanliness 2.0 - SIG Planning Team
Microsoft Teams Meeting
Adams, Sam |
| <input type="checkbox"/> | 11:00 AM – 11:45 AM | Free |
| <input checked="" type="checkbox"/> | 11:45 AM – 12:00 PM | Quick chat
Microsoft Teams Meeting
Patton, Jeramy |
| <input type="checkbox"/> | 12:00 PM – 12:30 PM | Free |
| <input checked="" type="checkbox"/> | 12:30 PM – 1:00 PM | Lunch |
| <input checked="" type="checkbox"/> | 1:00 PM – 2:00 PM | Draft TIF Presentation
Microsoft Teams Meeting
Hulseman, Peter |
| <input type="checkbox"/> | 2:00 PM – 2:30 PM | Free |
| <input checked="" type="checkbox"/> | 2:30 PM – 3:00 PM | Governance cost analysis check-in (Tues)
Microsoft Teams Meeting
Nguyen, Lillian |
| <input checked="" type="checkbox"/> | 3:00 PM – 3:30 PM | Ruth/Jessica check-in
Microsoft Teams Meeting
Levine, Ruth |
| <input checked="" type="checkbox"/> | 3:30 PM – 5:00 PM | Portland Utility Board - full board Meeting
Zoom
Lindsay, Eliza |

4:00 PM – 4:30 PM [Directors 2x Weekly Check-in](#)
Zoom
Kinard, Jessica

After 5:00 PM Free

▲ **Wed, Feb 2**

All Day [Certify your timesheet](#)
Martin, Alexandra

All Day [Power-On Wednesday](#)
Martin, Alexandra

Before 8:00 AM Free

8:00 AM – 9:30 AM Free

9:30 AM – 10:00 AM [ARPA Round 2 proposal review process](#)
Microsoft Teams Meeting
Levine, Ruth

10:00 AM – 12:00 PM Free

12:00 PM – 12:40 PM [BOLT Meeting](#)
Microsoft Teams Meeting
Merlo, Carmen

12:30 PM – 1:00 PM [CBO Budget Briefing](#)
<https://zoom.us/j/97041083050?pwd=eDBQSG9sQ1VKckdS52dZQUtvN1AyZz09>
Blonsley, Hayley

12:30 PM – 1:00 PM [HOLD for CBO budget meeting with Mayor's Office](#)
Kinard, Jessica

12:30 PM – 1:00 PM [Lunch](#)

1:00 PM – 1:30 PM [City Attorney Budget Briefing](#)
<https://zoom.us/j/98522456974?pwd=VmQ1NUx1M25vTVZPU1Z1dEgrZ2xQdz09>
Blonsley, Hayley

1:30 PM – 2:00 PM Free

2:00 PM – 3:00 PM [BOEC Budget Briefing](#)
<https://zoom.us/j/98449555989?pwd=U3ByREl4TW15cWJ5eXB2aWxXa1F0Zz09>
Blonsley, Hayley

3:00 PM – 4:00 PM Free

4:00 PM – 5:00 PM [BDS Budget Briefing](#)
<https://zoom.us/j/99705888711?pwd=aEh4cys0YWwM4SEw2dnUzUmlzYmxEQT09>
Blonsley, Hayley

5:00 PM – 5:30 PM [Certify Timesheet](#)

After 5:30 PM Free

▲ **Thu, Feb 3**

<input type="checkbox"/>	Before 8:00 AM	Free
<input checked="" type="checkbox"/>	8:00 AM – 8:30 AM	Cross-Bureau Equity Plan Update Microsoft Teams Meeting Perez, Shawn
<input type="checkbox"/>	8:30 AM – 10:30 AM	Free
<input checked="" type="checkbox"/>	10:30 AM – 11:00 AM	Budget Outreach Facilitation with Jen Gray Zoom meeting room Chavez, Josie
<input type="checkbox"/>	10:30 AM – 11:30 AM	Review Council Agenda
<input type="checkbox"/>	11:30 AM – 1:00 PM	Bureau Directors Monthly Meeting Zoom Rinehart, Tom
<input checked="" type="checkbox"/>	12:00 PM – 1:00 PM	Special Appropriations Budget Briefing https://zoom.us/j/93189423982?pwd=bIFhaW5HOWoydIJSU0tSZHI0ckpJQT09 Blonsley, Hayley
<input type="checkbox"/>	12:30 PM – 1:00 PM	Lunch
<input type="checkbox"/>	1:00 PM – 2:00 PM	OEHR Budget Briefing https://zoom.us/j/92756625180?pwd=UjBKMVRjaWIMV2FwN2FhU0JSYTJ1Zz09 Blonsley, Hayley
<input type="checkbox"/>	2:00 PM – 2:30 PM	FPDR Budget Briefing https://zoom.us/j/95870042080?pwd=T3hsSTMrRVpXU1IOdTRvTG85Y211UT09 Blonsley, Hayley
<input type="checkbox"/>	2:30 PM – 3:00 PM	Free
<input type="checkbox"/>	3:00 PM – 3:30 PM	Children's Levy Budget Briefing https://zoom.us/j/98870101901?pwd=ZnZFY1BYMnFSV1Jl cC9FSkpSS0s4Zz09 Blonsley, Hayley
<input type="checkbox"/>	3:00 PM – 5:00 PM	Stay out of BFM :) Cheney, Robert
<input type="checkbox"/>	4:30 PM – 5:00 PM	OCT Budget Briefing https://zoom.us/j/97614191442?pwd=cWtCdk1rSWZWTFZn cHFmVitQSE1lQT09 Blonsley, Hayley
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Fri, Feb 4**

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 9:00 AM	Free
<input type="checkbox"/>	9:00 AM – 10:00 AM	URA Council Work Session Planning - core group Microsoft Teams Meeting Kirby, Michelle

- 10:00 AM – 11:00 AM [Governance cost analysis check-in \(Fri\)](#)
 Microsoft Teams Meeting
 Nguyen, Lillian
 - 10:45 AM – 11:45 AM [JK/CO bi-weekly call](#)
 Microsoft Teams Meeting
 Owen, Christina
 - 11:45 AM – 12:00 PM** Free
 - 12:00 PM – 2:30 PM [OMF \(All Divisions\) Budget Briefing](#)
<https://zoom.us/j/92770369661?pwd=N0JIMUJjeHpPK29zQkUxTXllcU1Mdz09>
 Blonsley, Hayley
 - 12:30 PM – 1:00 PM [Lunch](#)
 - 2:30 PM – 3:00 PM** Free
 - 3:00 PM – 3:15 PM [ARPA Round 2 proposal check-ins](#)
 Microsoft Teams Meeting
 Levine, Ruth
 - 3:00 PM – 4:00 PM [Prosper Budget Briefing](#)
<https://zoom.us/j/98860387947?pwd=dWc0TVpubE9taXFmNEN5czh2NzJldz09>
 Blonsley, Hayley
 - 3:15 PM – 3:30 PM [ARPA 2nd Tranche process check in](#)
 Microsoft Teams Meeting
 Kinard, Jessica
 - 4:00 PM – 5:00 PM [Civic Life Budget Briefing](#)
<https://zoom.us/j/91026415257?pwd=YkdsL2JsS0ZLb3d0NU9TRVdocldOdz09>
 Blonsley, Hayley
 - After 5:00 PM** Free
-

▲ **Sat, Feb 5 – Sun, Feb 6**

- All Day** Free
-

▲ **Mon, Feb 7**

- Before 8:00 AM** Free
- 8:00 AM – 8:30 AM** Free
- 8:30 AM – 9:00 AM [Check In](#)
 Microsoft Teams Meeting
 Kinard, Jessica
- 9:00 AM – 9:30 AM** Free
- 9:30 AM – 10:30 AM [CBO Staff Meeting](#)
 Microsoft Teams Meeting
 Kinard, Jessica

<input checked="" type="checkbox"/>	10:30 AM – 11:00 AM	Admin Check-in Microsoft Teams Meeting Chavez, Josie
<input checked="" type="checkbox"/>	11:00 AM – 12:30 PM	ARPA Review
<input checked="" type="checkbox"/>	12:30 PM – 1:00 PM	Lunch
<input checked="" type="checkbox"/>	1:00 PM – 1:30 PM	Police Officer Budget Request (Mike/ Tom/ DC Frome/ Chief Lovell/ Jessica or Christie) Microsoft Teams Meeting Myers, Mike
<input type="checkbox"/>	1:30 PM – 2:30 PM	Free
<input checked="" type="checkbox"/>	2:30 PM – 3:00 PM	Budget/HR Check-In Lane, Anita
<input type="checkbox"/>	3:00 PM – 4:30 PM	Free
<input checked="" type="checkbox"/>	4:30 PM – 5:00 PM	Bobby Lee/Jessica Kinard Weekly Check-in Microsoft Teams Meeting Kinard, Jessica
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Tue, Feb 8**

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 10:30 AM	Free
<input checked="" type="checkbox"/>	10:30 AM – 11:00 AM	Michelle/ Jessica Check-in Microsoft Teams Meeting Kirby, Michelle
<input checked="" type="checkbox"/>	11:00 AM – 11:30 AM	PUB staff check-in Phone/Teams Archer-Masters, Amy
<input checked="" type="checkbox"/>	11:30 AM – 12:00 PM	Tuesday Chiefs Blonsley, Hayley
<input type="checkbox"/>	12:00 PM – 12:30 PM	Free
<input checked="" type="checkbox"/>	12:30 PM – 1:00 PM	Lunch
<input type="checkbox"/>	1:00 PM – 1:30 PM	Free
<input checked="" type="checkbox"/>	1:30 PM – 2:00 PM	Governance cost analysis check-in (Tues) Microsoft Teams Meeting Nguyen, Lillian
<input checked="" type="checkbox"/>	2:00 PM – 4:00 PM	ARPA Review
<input type="checkbox"/>	4:00 PM – 5:00 PM	Free
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Wed, Feb 9**

<input type="checkbox"/>	All Day	Power-On Wednesday Martin, Alexandra
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<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 9:00 AM	Free
<input checked="" type="checkbox"/>	9:00 AM – 10:00 AM	Ruth/Jessica review ARPA financial sustainability Microsoft Teams Meeting Levine, Ruth
<input checked="" type="checkbox"/>	10:00 AM – 12:30 PM	PDX Cohort RBA Session #6 https://us02web.zoom.us/j/85486957506?pwd=OHhLN0lwYmpJSVZLYU5LcGs0MkRzQT09 theo@equityandresults.com
<input checked="" type="checkbox"/>	12:30 PM – 12:45 PM	Quick Check In Microsoft Teams Meeting Kinard, Jessica
<input type="checkbox"/>	12:45 PM – 1:00 PM	Free
<input checked="" type="checkbox"/>	1:00 PM – 1:30 PM	ARPA financial sustianability review Microsoft Teams Meeting Kinard, Jessica
<input checked="" type="checkbox"/>	1:30 PM – 2:30 PM	PHB Budget Briefing https://zoom.us/j/95407281529?pwd=TmQ1S0JyOXcvNkFVT0crSGlyZXUzdz09 Blonsley, Hayley
<input checked="" type="checkbox"/>	2:30 PM – 3:00 PM	Comms for Budget Follow Up Blonsley, Hayley
<input checked="" type="checkbox"/>	3:00 PM – 4:00 PM	PBEM Budget Briefing https://zoom.us/j/94051829585?pwd=MVVwUGx2eExiRko2UmMc5aHAyMU9kZz09 Blonsley, Hayley
<input checked="" type="checkbox"/>	4:00 PM – 5:00 PM	BPS Budget Briefing https://zoom.us/j/94251573328?pwd=T1QvczE4V0d5a00vek96cjRleTFUZz09 Blonsley, Hayley
<input checked="" type="checkbox"/>	4:00 PM – 5:00 PM	Budget Analyst Ops & Strategy Microsoft Teams Meeting Kinard, Jessica
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Thu, Feb 10**

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 8:30 AM	Free
<input checked="" type="checkbox"/>	8:30 AM – 11:30 AM	Hold
<input checked="" type="checkbox"/>	10:30 AM – 11:30 AM	P&D Meeting https://us06web.zoom.us/j/92945973733?pwd=REhrZ1lEYm9BUGxpQnJQYlNVN1lyUT09 Durbin, Andrea
<input checked="" type="checkbox"/>	10:30 AM – 11:30 AM	Review Council Agenda

- 11:30 AM – 11:45 AM [Potential Recruitment Discussion](#)
Microsoft Teams Meeting
Cheney, Robert
 - 11:45 AM – 12:00 PM **Free**
 - 12:00 PM – 1:30 PM [PWB Budget Briefing](#)
<https://zoom.us/j/92521192669?pwd=L1VKbGxnSutMSjcv cFhMbUd0QnM4dz09>
Blonsley, Hayley
 - 1:30 PM – 3:00 PM [JOHS Budget Briefing](#)
<https://zoom.us/j/94047785495?pwd=WkVCKzYwY3NQUU1t U0V0V2s1MGILQT09>
Blonsley, Hayley
 - 3:00 PM – 3:30 PM **Free**
 - 3:30 PM – 5:00 PM [PBOT Budget Briefing](#)
<https://zoom.us/j/96635647489?pwd=OS9abkxmOWNwT2tO ZTkyY1Q5KzFCUT09>
Blonsley, Hayley
 - 4:00 PM – 4:30 PM [Directors 2x Weekly Check-in](#)
Zoom
Kinard, Jessica
 - After 5:00 PM** **Free**
-

▲ **Fri, Feb 11**

- Before 8:00 AM** **Free**
- 8:00 AM – 8:30 AM **Free**
- 8:30 AM – 9:00 AM [Governance cost check-in \(Fri\)](#)
Microsoft Teams Meeting
Nguyen, Lillian
- 9:00 AM – 10:00 AM [JK/PH Check In](#)
Microsoft Teams Meeting
Kinard, Jessica
- 10:00 AM – 11:00 AM **Free**
- 11:00 AM – 11:30 AM [Check-In](#)
Microsoft Teams Meeting
Ford, Jane Marie
- 11:30 AM – 12:30 PM **Free**
- 12:30 PM – 1:00 PM [Lunch](#)
- 1:00 PM – 1:30 PM [CONFIRMED: PCCEP staffing discussion](#)
Microsoft Teams Meeting
Adams, Sam
- 1:30 PM – 3:00 PM [Parks&Rec Budget Briefing](#)
<https://zoom.us/j/92309378209?pwd=THBGdWNvb1dwMIZZ>

Z1h0cE56R3U1Zz09

Blonsley, Hayley

3:00 PM – 3:15 PM [ARPA Round 2 proposal check-ins](#)

Microsoft Teams Meeting

Levine, Ruth

3:15 PM – 3:30 PM Free

3:30 PM – 5:00 PM [PPB Budget Briefing](#)

<https://zoom.us/j/92151781621?pwd=eGtnMTZ3NG5waldC>

bW1WWkxVSUdOUT09

Blonsley, Hayley

After 5:00 PM Free

▲ **Sat, Feb 12 – Sun, Feb 13**

All Day Free

▲ **Mon, Feb 14**

Before 8:00 AM Free

8:00 AM – 9:00 AM Free

9:00 AM – 2:00 PM [Hold for CBO Recs/Balancing](#)

Microsoft Teams Meeting

Owen, Christina

12:00 PM – 12:30 PM [Call Mary](#)

12:30 PM – 1:00 PM [Lunch](#)

2:00 PM – 2:30 PM Free

2:30 PM – 3:00 PM [Admin Check-in](#)

Microsoft Teams Meeting

Chavez, Josie

3:00 PM – 4:00 PM Free

4:00 PM – 4:30 PM [Opioid Settlement Funds](#)

Microsoft Teams Meeting

Sheffield, Naomi

4:30 PM – 5:00 PM [Bobby Lee/Jessica Kinard Weekly Check-in](#)

Microsoft Teams Meeting

Kinard, Jessica

5:00 PM – 5:30 PM [PPA agreement --fiscal impact analysis](#)

Microsoft Teams Meeting

Fairchild, Shannon

After 5:30 PM Free

▲ **Tue, Feb 15**

Before 8:00 AM Free

8:00 AM – 10:00 AM Free

- 10:00 AM – 10:30 AM [MEET: Jessica and Sara check in](#)
Microsoft Teams Meeting
Morrissey, Sara
 - 10:30 AM – 11:00 AM** **Free**
 - 11:00 AM – 5:00 PM [Hold for CBO recs and balancing](#)
Microsoft Teams Meeting
Owen, Christina
 - 12:30 PM – 1:00 PM [Lunch](#)
 - 1:00 PM – 2:00 PM [Portland Harbor](#)
Microsoft Teams Meeting
Von Burg, Annie
 - 4:00 PM – 4:30 PM [Canceled: Directors 2x Weekly Check-in](#)
2/15 canceled
Rinehart, Tom
 - 5:00 PM – 6:00 PM [Review Charter Commission Assignment](#)
Microsoft Teams Meeting
Nguyen, Lillian
 - After 6:00 PM** **Free**
-

▲ **Wed, Feb 16**

- All Day [Target dates to work draft reviews to CO/JK](#)
Owen, Christina
- All Day [Certify your timesheet](#)
Martin, Alexandra
- All Day [Power-On Wednesday](#)
Martin, Alexandra
- Before 8:00 AM** **Free**
- 8:00 AM – 10:30 AM** **Free**
- 10:30 AM – 12:00 PM [Hold for Council Appointment](#)
- 12:00 PM – 12:30 PM** **Free**
- 12:30 PM – 1:00 PM [Lunch](#)
- 1:00 PM – 1:45 PM [Honorariums \(stipends\) check-in \(strong tentative\)](#)
Microsoft Teams Meeting
Lindsay, Eliza
- 1:45 PM – 2:00 PM** **Free**
- 2:00 PM – 3:30 PM [Balancing Cont.](#)
Microsoft Teams Meeting
Owen, Christina
- 3:30 PM – 4:30 PM** **Free**
- 4:30 PM – 5:00 PM [Portland Building Directors re: Return to Office PB Specific Issues](#)
Zoom (link inside)
Rinehart, Tom
- 5:00 PM – 5:30 PM [Certify Timesheet](#)

After 5:30 PM **Free**

▲ **Thu, Feb 17**

All Day [Target dates to work draft reviews to CO/JK](#)
Owen, Christina

Before 8:00 AM **Free**

8:00 AM – 9:00 AM **Free**

9:00 AM – 9:30 AM [Shannon-Jessica Check In](#)
Microsoft Teams Meeting
Kinard, Jessica

9:30 AM – 10:00 AM **Free**

10:00 AM – 10:30 AM [Tom/ Jessica Check-in](#)
Zoom
Rinehart, Tom

10:30 AM – 11:00 AM **Free**

11:00 AM – 12:30 PM [Portland Utility Board - full Board meeting](#)
Zoom
Lindsay, Eliza

12:30 PM – 1:00 PM [Lunch](#)

1:00 PM – 1:30 PM [check in?](#)
Microsoft Teams Meeting
Sauter, Maty

1:30 PM – 2:00 PM **Free**

2:00 PM – 3:00 PM [General Fund updates to Feb Forecast](#)
Microsoft Teams Meeting
Owen, Christina

2:00 PM – 5:00 PM [at Council](#)

4:00 PM – 4:30 PM [Directors 2x Weekly Check-in](#)
Zoom
Kinard, Jessica

4:30 PM – 5:00 PM [Asset Management Request from Mayor's office](#)
Microsoft Teams Meeting
Rinehart, Tom

5:00 PM – 5:30 PM **Free**

5:30 PM – 6:00 PM [review](#)
Microsoft Teams Meeting
Owen, Christina

After 6:00 PM **Free**

▲ **Fri, Feb 18**

All Day [Target dates to work draft reviews to CO/JK](#)
Owen, Christina

Before 8:00 AM **Free**





- 8:00 AM – 8:30 AM** Free
- 8:30 AM – 9:00 AM [Jessica Kinard Director | City Budget Office re: CBA Board's New Policy & Appointment of Mr. Parker \(Council 2/23\) Email/Zoom Inc.](#)
Hardesty, Jo Ann
- 9:00 AM – 10:00 AM [JK/CO bi-weekly call](#)
Microsoft Teams Meeting
Owen, Christina
- 10:00 AM – 10:30 AM [BDS Budget Note - ARPA funding](#)
Microsoft Teams Meeting
Levine, Ruth
- 10:30 AM – 11:00 AM** Free
- 11:00 AM – 11:30 AM [Quick Check in on OMF Recs](#)
Microsoft Teams Meeting
Owen, Christina
- 11:30 AM – 12:30 PM** Free
- 12:30 PM – 1:00 PM [Lunch](#)
- 12:30 PM – 1:00 PM [Ness/Jessica Check-in](#)
Microsoft Teams Meeting
Zolan, Ness
- 1:00 PM – 1:30 PM** Free
- 1:30 PM – 3:00 PM [Capital Set-aside balancing](#)
Microsoft Teams Meeting
Owen, Christina
- 2:00 PM – 2:30 PM [Canceled: Budget/HR Check-In](#)
Lane, Anita
- 3:00 PM – 3:30 PM [MEET: Jessica & Asena](#)
Microsoft Teams Meeting
Lawrence, Asena
- 3:30 PM – 4:00 PM [Monthly Meeting with Director Jessica Kinard-City Budget Office](#)
Microsoft Teams Meeting
Mapps, Mingus
- 4:00 PM – 5:00 PM** Free
- After 5:00 PM** Free

▲ **Sat, Feb 19 – Sun, Feb 20**












- All Day [Target dates to work draft reviews to CO/JK](#)
Owen, Christina

▲ **Mon, Feb 21**

- All Day [Target dates to work draft reviews to CO/JK](#)
Owen, Christina
- Before 8:00 AM** Free

	8:00 AM – 5:00 PM	President's Day - HOLIDAY Microsoft Teams Meeting Chavez, Josie
	11:00 AM – 12:00 PM	Jessica/Ruth check-in on ARPA scores & report Microsoft Teams Meeting Levine, Ruth
	12:30 PM – 1:00 PM	Lunch
	After 5:00 PM	Free

▲ **Tue, Feb 22**

<input type="checkbox"/>	All Day	Target dates to work draft reviews to CO/JK Owen, Christina
	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 9:30 AM	Free
	9:30 AM – 10:00 AM	Broadway Corridor Microsoft Teams Meeting Ouyang, Yung
	10:00 AM – 10:30 AM	OMF/PPB reviews Microsoft Teams Meeting Owen, Christina
	10:30 AM – 11:00 AM	Discuss STS ARPA proposal & financial sustainability Microsoft Teams Meeting Levine, Ruth
	11:00 AM – 11:30 AM	PUB staff check-in Phone/Teams Archer-Masters, Amy
	11:30 AM – 12:00 PM	Tuesday Chiefs Blonsley, Hayley
<input type="checkbox"/>	12:00 PM – 12:30 PM	Free
	12:30 PM – 1:00 PM	Lunch
	1:00 PM – 1:30 PM	Admin Check-In Microsoft Teams Meeting Chavez, Josie
	1:30 PM – 2:00 PM	Consult on data visualization for ARPA report Microsoft Teams Meeting Levine, Ruth
	2:00 PM – 2:30 PM	Quick check-in on TIF work session Microsoft Teams Meeting Levine, Ruth
	2:30 PM – 3:00 PM	Michelle/ Jessica Check-in Microsoft Teams Meeting Kirby, Michelle
<input type="checkbox"/>	3:00 PM – 4:00 PM	Free

- 4:00 PM – 4:30 PM [Directors 2x Weekly Check-in](#)
Zoom
Kinard, Jessica
 - 4:30 PM – 5:00 PM Free
 - After 5:00 PM Free
-

▲ **Wed, Feb 23**

- All Day [Review drafts to bureaus/returned from bureaus](#)
Owen, Christina
 - All Day [Power-On Wednesday](#)
Martin, Alexandra
 - Before 8:00 AM Free
 - 8:00 AM – 9:00 AM Free
 - 9:00 AM – 9:30 AM [Check-in: Asena & Jessica](#)
Microsoft Teams Meeting
Lawrence, Asena
 - 9:30 AM – 10:00 AM Free
 - 10:00 AM – 10:30 AM [CHECK-IN: Jessica Kinard/Bobby Lee/Sara Morrisset](#)
Microsoft Teams Meeting
Lee, Bobby
 - 10:30 AM – 11:30 AM [City of Portland Staff to Staff Meeting](#)
Betschart, Tunie
 - 11:30 AM – 12:00 PM Free
 - 12:00 PM – 12:30 PM [PCCEP Meeting](#)
Microsoft Teams Meeting
Adams, Sam
 - 12:30 PM – 1:00 PM [Lunch](#)
 - 12:30 PM – 1:00 PM [Mayor's survey check in](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 1:00 PM – 2:00 PM [Portland Harbor follow up](#)
Microsoft Teams Meeting
Von Burg, Annie
 - 2:00 PM – 3:00 PM [MEETING: ARPA Funding](#)
Microsoft Teams Meeting
Blanco Chapin, Amaya
 - 3:00 PM – 4:00 PM Free
 - 4:00 PM – 5:00 PM [Jessica Debi Mary items](#)
<https://pdx.zoom.us/j/86518240518>
Mary Oswald
 - 4:30 PM – 5:00 PM [Budget Analyst Ops & Strategy](#)
Microsoft Teams Meeting
Kinard, Jessica
 - After 5:00 PM Free
-

▲ **Thu, Feb 24**

<input type="checkbox"/>	All Day	Review drafts to bureaus/returned from bureaus Owen, Christina
<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 10:00 AM	Free
<input checked="" type="checkbox"/>	10:00 AM – 11:00 AM	Returning TIF Budget Note - work session planning team Microsoft Teams Meeting Kirby, Michelle
<input type="checkbox"/>	11:00 AM – 12:30 PM	Free
<input checked="" type="checkbox"/>	12:30 PM – 1:00 PM	Lunch
<input type="checkbox"/>	1:00 PM – 2:00 PM	Free
<input checked="" type="checkbox"/>	2:00 PM – 3:00 PM	Budget Presentation "dry run" Zoom Rinehart, Tom
<input type="checkbox"/>	3:00 PM – 3:30 PM	Free
<input checked="" type="checkbox"/>	3:30 PM – 4:00 PM	TESC Meeting Zoom Rinehart, Tom
<input checked="" type="checkbox"/>	4:00 PM – 4:30 PM	Directors 2x Weekly Check-in Zoom Kinard, Jessica
<input type="checkbox"/>	4:30 PM – 5:00 PM	Free
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Fri, Feb 25**

<input type="checkbox"/>	All Day	Review drafts to bureaus/returned from bureaus Owen, Christina
<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 9:00 AM	Free
<input checked="" type="checkbox"/>	9:00 AM – 11:30 AM	Exec Summary Writing
<input checked="" type="checkbox"/>	11:30 AM – 12:00 PM	MEET: Sara and Jessica check in Microsoft Teams Meeting Morrissey, Sara
<input checked="" type="checkbox"/>	12:00 PM – 5:00 PM	Hold for reviews
<input checked="" type="checkbox"/>	12:30 PM – 1:00 PM	Lunch
<input checked="" type="checkbox"/>	12:30 PM – 1:30 PM	HOLD for Budget 101 Training
<input checked="" type="checkbox"/>	5:00 PM – 5:30 PM	Reform Package Costs w/ City Budget Office Meier, Julia
<input type="checkbox"/>	After 5:30 PM	Free

▲ **Sat, Feb 26 – Sun, Feb 27**

All Day **Free**

▲ **Mon, Feb 28**

All Day [P-card sign-off and allocation due last business day of the month](#)
Martin, Alexandra

Before 8:00 AM **Free**

8:00 AM – 8:30 AM **Free**

8:30 AM – 9:30 AM [HOLD for reviews](#)

9:30 AM – 10:30 AM [CBO Staff Meeting](#)
Zoom meeting room
Chavez, Josie

10:30 AM – 11:00 AM **Free**

11:00 AM – 11:30 AM [Check in on ARPA report](#)
Microsoft Teams Meeting
Levine, Ruth

11:30 AM – 12:00 PM [Presentation prep \(Jessica/Michelle\)](#)
Microsoft Teams Meeting
Kirby, Michelle

12:00 PM – 12:30 PM **Free**

12:30 PM – 1:00 PM [Lunch](#)

1:00 PM – 4:30 PM [Hold for report writing](#)

2:00 PM – 3:00 PM [Budget Advisor Training](#)

4:30 PM – 5:00 PM **Free**

After 5:00 PM **Free**

Tuesday, March 01, 2022 – Thursday, March 31, 2022
 Time zone: (UTC-08:00) Pacific Time (US & Canada)
 (Adjusted for Daylight Saving Time)

March 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

March 2022

▲ **Tue, Mar 1**

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 8:45 AM	Free
<input checked="" type="checkbox"/>	8:45 AM – 9:00 AM	Tues/Wed/Thursday Huddle Microsoft Teams Meeting Kinard, Jessica
<input checked="" type="checkbox"/>	9:00 AM – 9:30 AM	Admin Check-in Microsoft Teams Meeting Kinard, Jessica
<input checked="" type="checkbox"/>	9:30 AM – 10:00 AM	Streets to Stability Funding Request Briefing Blonsley, Hayley
<input type="checkbox"/>	10:00 AM – 11:30 AM	Free
<input checked="" type="checkbox"/>	11:30 AM – 12:00 PM	MEET: Streets to Stability funding Request w/ Director Kinard (Sara/Hayley) Zoom info in appointment Wheeler, Ted
<input type="checkbox"/>	12:00 PM – 12:30 PM	Free
<input checked="" type="checkbox"/>	12:30 PM – 1:00 PM	Lunch
<input type="checkbox"/>	1:00 PM – 1:30 PM	Free
<input checked="" type="checkbox"/>	1:30 PM – 2:00 PM	Charter Questions (Tom/ Carmen/ Shoshanah/ Ben/ Diana/ Jessica) Microsoft Teams Meeting Rinehart, Tom
<input type="checkbox"/>	2:00 PM – 3:00 PM	Free
<input checked="" type="checkbox"/>	3:00 PM – 4:00 PM	MEET: Cmr. Rubio/Jessica Kinard, City Budget Office (CBO) Director, monthly (Jillian)

		Zoom link in invite Rubio, Carmen
<input checked="" type="checkbox"/>	3:30 PM – 5:00 PM	Portland Utility Board - full board Meeting Zoom Lindsay, Eliza
<input checked="" type="checkbox"/>	4:00 PM – 4:30 PM	Directors 2x Weekly Check-in Zoom Kinard, Jessica
<input checked="" type="checkbox"/>	4:30 PM – 5:00 PM	PB Directors - Return to Offices Bi-Weekly Check-in Zoom Rinehart, Tom
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Wed, Mar 2**

<input type="checkbox"/>	All Day	Certify your timesheet Martin, Alexandra
<input type="checkbox"/>	All Day	Power-On Wednesday Martin, Alexandra
<input type="checkbox"/>	All Day	Review released! Owen, Christina
<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 8:45 AM	Free
<input checked="" type="checkbox"/>	8:45 AM – 9:00 AM	Tues/Wed/Thursday Huddle Microsoft Teams Meeting Kinard, Jessica
<input checked="" type="checkbox"/>	9:00 AM – 10:30 AM	Portland Insights - Q's design meeting #1 - ZOOM ZOOM Jiang, Ning
<input checked="" type="checkbox"/>	9:30 AM – 10:15 AM	HOLD for Council
<input checked="" type="checkbox"/>	10:00 AM – 1:00 PM	Finalize Docs
<input checked="" type="checkbox"/>	12:30 PM – 1:00 PM	Lunch
<input checked="" type="checkbox"/>	1:00 PM – 1:30 PM	Check-in: Jessica Kinard and Jeff Selby Microsoft Teams Meeting Selby, Jeff
<input checked="" type="checkbox"/>	1:30 PM – 2:00 PM	Run through TIF briefing w/ Council Microsoft Teams Meeting Levine, Ruth
<input checked="" type="checkbox"/>	2:00 PM – 3:00 PM	Work on TIF briefing
<input checked="" type="checkbox"/>	3:00 PM – 3:30 PM	TIF Work Session Meeting Microsoft Teams Meeting Mapps, Mingus
<input type="checkbox"/>	3:30 PM – 4:00 PM	Free
<input checked="" type="checkbox"/>	4:00 PM – 4:15 PM	Parks Budget Note Microsoft Teams Meeting Cheney, Robert

4:00 PM – 5:00 PM [Presentation talking points for Thurs](#)

After 5:00 PM Free

▲ **Thu, Mar 3**

Before 8:00 AM Free

8:00 AM – 8:30 AM Free

8:30 AM – 9:00 AM [MEET: Director Kinard & CBO Team | Budget Updates \(Sara/Hayley\)](#)

Zoom info in appointment
Wheeler, Ted

8:45 AM – 9:00 AM [Tues/Wed/Thursday Huddle](#)

Microsoft Teams Meeting
Kinard, Jessica

9:00 AM – 9:30 AM Free

9:30 AM – 11:30 AM [Prep for Work Session](#)

11:30 AM – 12:30 PM [Bureau Directors Monthly Meeting](#)

Zoom
Rinehart, Tom

12:30 PM – 1:00 PM [Lunch](#)

1:00 PM – 2:00 PM Free

2:00 PM – 5:00 PM [BUDGET WORK SESSION](#)

Zoom info in appointment
Wheeler, Ted

2:00 PM – 5:00 PM [Budget Work Session #1](#)
Microsoft Teams Meeting
Owen, Christina

After 5:00 PM Free

▲ **Fri, Mar 4**

Before 8:00 AM Free

8:00 AM – 8:30 AM [TIF Work Session](#)
Microsoft Teams Meeting
Rinehart, Tom

8:30 AM – 9:00 AM Free

9:00 AM – 10:00 AM [JK/CO bi-weekly call](#)
Microsoft Teams Meeting
Owen, Christina

10:00 AM – 11:00 AM [Budget Work Session Briefing](#)
Microsoft Teams Meeting
Kinard, Jessica

11:00 AM – 11:15 AM [Website check in](#)
Microsoft Teams Meeting
Kinard, Jessica

<input type="checkbox"/>	11:15 AM – 11:30 AM	Free
<input checked="" type="checkbox"/>	11:30 AM – 12:00 PM	Conf. Call #503 865-0115-PW#650115 -Tom Rinehart Director Office of Management & Finance CAO*CFO Check-in c-diana shiplet x-5160 Hardesty, Jo Ann
<input checked="" type="checkbox"/>	12:00 PM – 1:00 PM	MEET: ARPA Discussion Microsoft Teams Meeting Morrissey, Sara
<input checked="" type="checkbox"/>	12:30 PM – 1:00 PM	Lunch
<input checked="" type="checkbox"/>	1:00 PM – 2:00 PM	Budget Work Session Briefing Microsoft Teams Meeting Kinard, Jessica
<input checked="" type="checkbox"/>	2:00 PM – 2:30 PM	Budget/HR Check-In Kinard, Jessica
<input type="checkbox"/>	2:30 PM – 3:00 PM	Free
<input checked="" type="checkbox"/>	3:00 PM – 3:25 PM	MEET: Tom Rinehart/Cmr Ryan Microsoft Teams Meeting Commissioner Ryan Office
<input type="checkbox"/>	3:25 PM – 3:30 PM	Free
<input checked="" type="checkbox"/>	3:30 PM – 4:00 PM	CBO Budget Analysis Overview Microsoft Teams Meeting Morrissey, Sara
<input checked="" type="checkbox"/>	4:00 PM – 5:00 PM	Budget Work Session Briefing Microsoft Teams Meeting Kinard, Jessica
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Sat, Mar 5 – Sun, Mar 6**

<input type="checkbox"/>	All Day	Free
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▲ **Mon, Mar 7**

<input checked="" type="checkbox"/>		
<input type="checkbox"/>	12:30 AM – 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 9:30 AM	Free
<input checked="" type="checkbox"/>	9:30 AM – 10:30 AM	CBO Staff Meeting Microsoft Teams Meeting Kinard, Jessica
<input checked="" type="checkbox"/>	10:30 AM – 11:00 AM	Admin Check-in Microsoft Teams Meeting Kinard, Jessica
<input checked="" type="checkbox"/>	11:00 AM – 11:30 AM	Management Team Meeting Zoom info in appointment Wheeler, Ted

<input type="checkbox"/>	11:30 AM – 12:30 PM	Free
<input checked="" type="checkbox"/>	12:30 PM – 1:00 PM	Lunch
<input type="checkbox"/>	1:00 PM – 4:30 PM	Free
<input checked="" type="checkbox"/>	4:30 PM – 5:30 PM	Bobby Lee/Jessica Kinard Weekly Check-in Microsoft Teams Meeting Kinard, Jessica
<input type="checkbox"/>	After 5:30 PM	Free

▲ **Tue, Mar 8**

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 8:45 AM	Free
<input checked="" type="checkbox"/>	8:45 AM – 9:00 AM	Tues/Wed/Thursday Huddle Microsoft Teams Meeting Kinard, Jessica
<input checked="" type="checkbox"/>	9:00 AM – 12:00 PM	FY 2022-23 BUDGET WORK SESSION Zoom info in appointment Wheeler, Ted
<input checked="" type="checkbox"/>	9:00 AM – 12:00 PM	Budget Work Session #2 Microsoft Teams Meeting Owen, Christina
<input type="checkbox"/>	12:00 PM – 12:30 PM	Free
<input checked="" type="checkbox"/>	12:30 PM – 1:00 PM	Lunch
<input type="checkbox"/>	1:00 PM – 2:30 PM	Free
<input checked="" type="checkbox"/>	2:30 PM – 3:00 PM	MEET: Cmr. Rubio/Tom Rinehart, Chief Administrative Officer (CAO), monthly w/ Jessica Kinard, City Budget Office (CBO) Director (Jillian) Zoom link in invite Rubio, Carmen
<input type="checkbox"/>	3:00 PM – 4:00 PM	Free
<input checked="" type="checkbox"/>	4:00 PM – 4:30 PM	Directors 2x Weekly Check-in Zoom Kinard, Jessica
<input type="checkbox"/>	4:30 PM – 5:00 PM	Free
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Wed, Mar 9**

<input type="checkbox"/>	All Day	Power-On Wednesday Martin, Alexandra
<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 8:45 AM	Free

- 8:45 AM – 9:00 AM [Tues/Wed/Thursday Huddle](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 9:00 AM – 9:30 AM [Quick check-in on TIF presentation](#)
Microsoft Teams Meeting
Levine, Ruth
 - 9:30 AM – 10:00 AM [Forecast Timeline Check-in](#)
Microsoft Teams Meeting
Hulseman, Peter
 - 10:00 AM – 1:00 PM [PDX Cohort RBA Session #7](#)
<https://us02web.zoom.us/j/88551834474?pwd=SmhQTFWfqTTNER3VOcVhFQ01UcEFnUT09>
theo@equityandresults.com
 - 12:30 PM – 1:00 PM [Lunch](#)
 - 1:00 PM – 1:30 PM [MEET: CAO Tom Rinehart & Director Jessica Kinard re: TIF Work Session Briefing \(Hayley\)](#)
Zoom info in appointment
Wheeler, Ted
 - 1:30 PM – 4:00 PM **Free**
 - 4:00 PM – 5:00 PM [Budget Analyst Ops & Strategy](#)
Microsoft Teams Meeting
Kinard, Jessica
 - **After 5:00 PM Free**
-

▲ **Thu, Mar 10**

- **Before 8:00 AM Free**
- **8:00 AM – 8:45 AM Free**
- 8:45 AM – 9:00 AM [Tues/Wed/Thursday Huddle](#)
Microsoft Teams Meeting
Kinard, Jessica
- **9:00 AM – 9:30 AM Free**
- 9:30 AM – 10:00 AM [PUB staff check-in](#)
Phone/Teams
Archer-Masters, Amy
- **10:00 AM – 11:30 AM Free**
- ▨ 11:30 AM – 12:00 PM [Slide review](#)
Microsoft Teams Meeting
Levine, Ruth
- **12:00 PM – 12:30 PM Free**
- 12:30 PM – 1:00 PM [Lunch](#)
- 1:00 PM – 2:00 PM [Performance](#)
Microsoft Teams Meeting
Nguyen, Lillian

- 2:00 PM – 5:00 PM [FY 2022-23 Budget Work Session](#)
Zoom info in appointment
Wheeler, Ted
 - 2:00 PM – 5:00 PM [Budget Work Session #3](#)
Zoom link
Owen, Christina
 - After 5:00 PM** **Free**
-

▲ **Fri, Mar 11**

- Before 8:00 AM** **Free**
 - 8:00 AM – 9:00 AM** **Free**
 - 9:00 AM – 10:00 AM [JK/PH Check In](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 10:00 AM – 10:30 AM** **Free**
 - 10:30 AM – 11:00 AM [TIF Presentation Run Through](#)
Microsoft Teams Meeting
Rinehart, Tom
 - 11:00 AM – 12:30 PM** **Free**
 - 12:30 PM – 1:00 PM [Lunch](#)
 - 1:00 PM – 1:30 PM [Michelle/ Jessica Check-in](#)
Microsoft Teams Meeting
Kirby, Michelle
 - 1:30 PM – 5:00 PM** **Free**
-

▲ **Sat, Mar 12 – Sun, Mar 13**

- All Day** **Free**
-

▲ **Mon, Mar 14**

- Before 8:00 AM** **Free**
- 8:00 AM – 9:00 AM** **Free**
- 9:00 AM – 9:30 AM [Comp Set Aside check in](#)
Microsoft Teams Meeting
Kinard, Jessica
- 9:30 AM – 10:30 AM [CBO Staff Meeting](#)
Microsoft Teams Meeting
Kinard, Jessica
- 10:30 AM – 11:30 AM [Prep for work session](#)
- 11:30 AM – 12:30 PM** **Free**
- 12:30 PM – 1:00 PM [Lunch](#)

- 1:00 PM – 4:00 PM [FY 2022-23 Budget Work Session](#)
Zoom info in appointment
Wheeler, Ted
 - ▨ 1:00 PM – 4:00 PM [Budget Work Session #4](#)
Zoom link
Owen, Christina
 - ▨ 3:20 PM – 3:50 PM [Quick debrief](#)
Microsoft Teams Meeting
Levine, Ruth
 - 4:00 PM – 4:30 PM [CBO spring BMP preview](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 4:30 PM – 5:00 PM [Bobby Lee/Jessica Kinard Weekly Check-in](#)
Microsoft Teams Meeting
Kinard, Jessica
 - **After 5:00 PM Free**
-

▲ **Tue, Mar 15**

- **Before 8:00 AM Free**
- **8:00 AM – 8:45 AM Free**
- 8:45 AM – 9:15 AM [Tues/Wed/Thursday Huddle](#)
Microsoft Teams Meeting
Chavez, Josie
- **9:15 AM – 9:30 AM Free**
- 9:30 AM – 11:30 AM [BHR Executive Session w/ Mayor Wheeler and Commissioners](#)
Zoom info and Agenda in appointment
Wheeler, Ted
- ▨ 11:00 AM – 11:30 AM [Adding back Step](#)
Microsoft Teams Meeting
Hulseman, Peter
- 11:30 AM – 12:00 PM [Lorena-Jessica-Christy Check In](#)
Microsoft Teams Meeting
Kinard, Jessica
- 12:00 PM – 1:00 PM [IPR Transition: Budget Convo](#)
<https://us06web.zoom.us/j/3430320506?pwd=R25tNkNkXTDVqWUIYVmErNHUvb054Zz09>
Lujan Valerio, Rico
- 12:30 PM – 1:00 PM [Lunch](#)
- 1:00 PM – 1:30 PM [Admin Check-in](#)
Microsoft Teams Meeting
Chavez, Josie
- 1:30 PM – 2:30 PM [MEET: City Reopening Meeting with Tom, Cathy, Heidi \(Bobby\)](#)
Zoom info in appointment
Wheeler, Ted

- 2:00 PM – 2:45 PM [Check-in re. ARPA recs for MO](#)
Microsoft Teams Meeting
Levine, Ruth
 - 2:45 PM – 3:00 PM Free**
 - 3:00 PM – 3:30 PM [MEET: Cmr. Rubio/Jessica Kinard, City Budget Office \(CBO\) Director, monthly \(Jillian\)](#)
Zoom link in invite
Rubio, Carmen
 - 3:30 PM – 4:00 PM [Budget strategy](#)
Microsoft Teams Meeting
Owen, Christina
 - 4:00 PM – 4:30 PM [Directors 2x Weekly Check-in](#)
Zoom
Kinard, Jessica
 - 4:30 PM – 5:00 PM Free**
 - After 5:00 PM Free**
-

▲ **Wed, Mar 16**

- All Day [Certify your timesheet](#)
Martin, Alexandra
- All Day [Power-On Wednesday](#)
Martin, Alexandra
- Before 8:00 AM Free**
- 8:00 AM – 8:45 AM Free**
- 8:45 AM – 9:00 AM [Tues/Wed/Thursday Huddle](#)
Microsoft Teams Meeting
Kinard, Jessica
- 9:00 AM – 10:30 AM Free**
- 10:30 AM – 12:00 PM [P&D Meeting](#)
<https://us06web.zoom.us/j/92945973733?pwd=REhrZ1IEYm9BUGxpQnJQYlNVN1lyUT09>
Durbin, Andrea
- 12:00 PM – 12:30 PM [BOLT Meeting](#)
Microsoft Teams Meeting
Merlo, Carmen
- 12:30 PM – 1:00 PM [Lunch](#)
- 1:00 PM – 3:00 PM Free**
- 3:00 PM – 4:00 PM [Monthly CAMG Mtg.](#)
Microsoft Teams Meeting
Parulekar, Nishant
- 3:00 PM – 5:00 PM [AP08 Projections Meeting No. 3](#)
Microsoft Teams Meeting
Cheney, Robert
- 4:00 PM – 4:30 PM [Check-In](#)
<https://us06web.zoom.us/j/87457111506?pwd=K09FSzdh>

VytWNGpUWWJEdDVlBwk3UT09

Lee, Ken (Police)

■ 4:30 PM – 5:00 PM [Labor bargaining costing check in](#)
Microsoft Teams Meeting
Kinard, Jessica

□ **After 5:00 PM Free**

▲ **Thu, Mar 17**

□ All Day [Spring BMP Submissions Due to City Budget Office](#)
Email to CBO by EOD
Cheney, Robert

□ **Before 8:00 AM Free**

□ **8:00 AM – 8:45 AM Free**

■ 8:45 AM – 9:00 AM [Tues/Wed/Thursday Huddle](#)
Microsoft Teams Meeting
Kinard, Jessica

■ 9:00 AM – 9:30 AM [Lillian-Jessica check in](#)
Microsoft Teams Meeting
Kinard, Jessica

▨ 9:00 AM – 11:00 AM [AP08 Projections Meeting No. 4](#)
Microsoft Teams Meeting
Cheney, Robert

■ 10:00 AM – 10:30 AM [Tom/ Jessica Check-in](#)
Zoom
Rinehart, Tom

▨ 11:00 AM – 12:30 PM [Portland Utility Board - full Board meeting](#)
Zoom
Lindsay, Eliza

■ 12:30 PM – 1:00 PM [Lunch](#)

□ **1:00 PM – 1:30 PM Free**

▨ 1:30 PM – 2:00 PM [MEET: PCCEP Follow-up](#)
Microsoft Teams Meeting
Adams, Sam

▨ 2:00 PM – 3:30 PM [MEET: Budget Planning](#)
Adams, Sam

■ 2:00 PM – 5:00 PM [FY 2022-23 Budget Work Session](#)
Zoom info in appointment
Wheeler, Ted

▨ 2:00 PM – 5:00 PM [Budget Work Session #5](#)
zoom
Owen, Christina

▲ **Fri, Mar 18**

<input checked="" type="checkbox"/>	All Day	Spring BMP Tech Checks! Microsoft Teams Meeting Cheney, Robert
<input type="checkbox"/>	All Day	Spring BMP Questions due to Bureaus by EOD Cheney, Robert
<input checked="" type="checkbox"/>	Start of Day – 12:15 AM	Pick up Naomi
<input checked="" type="checkbox"/>	9:00 AM – 10:00 AM	JK/CO bi-weekly call Microsoft Teams Meeting Owen, Christina
<input checked="" type="checkbox"/>	11:00 AM – 11:30 AM	Parks memo check in Microsoft Teams Meeting Kinard, Jessica
<input checked="" type="checkbox"/>	12:30 PM – 1:00 PM	Lunch
<input checked="" type="checkbox"/>	2:00 PM – 2:30 PM	Budget/HR Check-In Kinard, Jessica
<input checked="" type="checkbox"/>	2:30 PM – 3:00 PM	Preparing/Run of Show for Proposed Budget meetings Microsoft Teams Meeting Owen, Christina
<input checked="" type="checkbox"/>	3:30 PM – 4:00 PM	Monthly Meeting with Director Jessica Kinard-City Budget Office Microsoft Teams Meeting Mapps, Mingus

▲ **Sat, Mar 19 – Sun, Mar 20**

<input type="checkbox"/>	All Day	Free
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▲ **Mon, Mar 21**

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 9:00 AM	Free
<input checked="" type="checkbox"/>	9:00 AM – 10:00 AM	IPR Transition Microsoft Teams Meeting Lamb, Amanda
<input checked="" type="checkbox"/>	9:30 AM – 10:30 AM	CBO Staff Meeting Microsoft Teams Meeting Kinard, Jessica
<input type="checkbox"/>	10:30 AM – 11:30 AM	Free
<input checked="" type="checkbox"/>	11:30 AM – 11:45 AM	Check-In Microsoft Teams Meeting Guadiana, Lorena
<input type="checkbox"/>	11:45 AM – 12:30 PM	Free
<input checked="" type="checkbox"/>	12:30 PM – 1:00 PM	Lunch
<input checked="" type="checkbox"/>	1:00 PM – 2:30 PM	MEET: PPB & Mayor's Office Budget Discussion Mayor's Conference Room Morrissey, Sara

■	2:30 PM – 3:00 PM	MEET: Dir Kinard/Cmr Ryan Microsoft Teams Meeting Commissioner Ryan Office
□	3:00 PM – 3:30 PM	Free
■	3:30 PM – 4:30 PM	SuccessFactors and Return-to-Work Microsoft Teams Meeting Nguyen, Lillian
■	4:30 PM – 5:00 PM	Bobby Lee/Jessica Kinard Weekly Check-in Microsoft Teams Meeting Kinard, Jessica
▨	4:30 PM – 5:15 PM	MEET: Budget Planning Adams, Sam
□	After 5:15 PM	Free

▲ **Tue, Mar 22**

□	Before 8:00 AM	Free
□	8:00 AM – 8:45 AM	Free
■	8:45 AM – 9:00 AM	Tues/Wed/Thursday Huddle Microsoft Teams Meeting Kinard, Jessica
■	9:00 AM – 9:30 AM	TIF Work Session follow up (Tom/ Jessica/ Michelle/ Ruth/ Peter) Zoom Rinehart, Tom
■	9:30 AM – 10:00 AM	Michelle/ Jessica Check-in Microsoft Teams Meeting Kirby, Michelle
■	10:00 AM – 12:00 PM	MEET: Fire, BOEC, PBEM and Mayor's Office Budget Discussion Mayor's Conference Room Morrissey, Sara
▨	12:00 PM – 12:30 PM	Admin Check-in Microsoft Teams Meeting Chavez, Josie
■	12:30 PM – 1:00 PM	Lunch
■	1:00 PM – 2:00 PM	MEET: Community and Civic Life & Mayor's Office Budget Discussion Mayor's Conference Room Morrissey, Sara
■	2:00 PM – 3:00 PM	MEET: CSD & Mayor's Office Budget Discussion Mayor's Conference Room Morrissey, Sara
■	3:00 PM – 4:00 PM	MEET: Housing & Mayor's Office Budget Discussion Mayor's Conference Room Morrissey, Sara

- 4:00 PM – 5:00 PM [MEET: JOHS & Mayor's Office Budget Discussion](#)
 Mayor's Conference Room
 Morrissey, Sara
 - 5:00 PM – 5:05 PM [All CBO Recommended Packages Boxes Checked in BFM!](#)
 Cheney, Robert
 - After 5:05 PM Free**
-

▲ **Wed, Mar 23**

- All Day [Power-On Wednesday](#)
 Martin, Alexandra
 - Before 8:00 AM Free**
 - 8:00 AM – 8:45 AM Free**
 - 8:45 AM – 9:00 AM [Tues/Wed/Thursday Huddle](#)
 Microsoft Teams Meeting
 Kinard, Jessica
 - 9:00 AM – 10:00 AM [Next steps & workload planning](#)
 Microsoft Teams Meeting
 Levine, Ruth
 - 10:00 AM – 10:30 AM [Budget Engagement Coordination](#)
 Blonsley, Hayley
 - 10:30 AM – 11:30 AM [MEET: PBOT & Mayor's Office Budget Discussion](#)
 Mayor's Conference Room
 Morrissey, Sara
 - 11:30 AM – 12:00 PM Free**
 - 12:00 PM – 1:00 PM [MEET: Parks & Mayor's Office Budget Discussion](#)
 Mayor's Conference Room
 Morrissey, Sara
 - 12:30 PM – 1:00 PM [Lunch](#)
 - 1:00 PM – 2:00 PM [MEET: BPS, Water, & Mayor's Office Budget Discussion](#)
 Mayor's Conference Room
 Morrissey, Sara
 - 2:00 PM – 5:00 PM [Spring BMP Balancing!](#)
 Microsoft Teams Meeting
 Cheney, Robert
 - 5:00 PM – 5:30 PM [Budget Analyst Ops & Strategy](#)
 Microsoft Teams Meeting
 Kinard, Jessica
 - After 5:30 PM Free**
-

▲ **Thu, Mar 24**

- All Day [Jessica OOO](#)
-

▲ Fri, Mar 25

All Day [Jessica OOO](#)

▲ Sat, Mar 26 – Sun, Mar 27

All Day Free

▲ Mon, Mar 28

All Day [Hold for Spring BMP Briefings with Council Offices](#)

Cheney, Robert

All Day [Management Team/Peer Review of Spring BMP Analyses](#)

Cheney, Robert

Before 8:00 AM Free

8:00 AM – 9:30 AM Free

9:30 AM – 10:30 AM [CBO Staff Meeting](#)

Microsoft Teams Meeting

Kinard, Jessica

10:30 AM – 11:00 AM [Admin Check-in](#)

Microsoft Teams Meeting

Kinard, Jessica

11:00 AM – 12:00 PM [Biweekly performance check-in](#)

Microsoft Teams Meeting

Nguyen, Lillian

12:00 PM – 1:00 PM [Spring BMP Mayor's Pre-Briefing](#)

Microsoft Teams Meeting

Kinard, Jessica

1:00 PM – 1:30 PM [Lunch](#)

1:30 PM – 2:00 PM Free

2:00 PM – 4:00 PM [MEET: OMF & Mayor's Office Budget Discussion](#)

Mayor's Conference Room

Morrissey, Sara

4:00 PM – 4:30 PM Free

4:30 PM – 5:30 PM [MEET: Spring BMP 2](#)

Mayor's Conference Room

Morrissey, Sara

After 5:30 PM Free

▲ Tue, Mar 29

All Day [Hold for Spring BMP Briefings with Council Offices](#)

Cheney, Robert

<input type="checkbox"/>	All Day	Management Team/Peer Review of Spring BMP Analyses Cheney, Robert
<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 8:45 AM	Free
<input checked="" type="checkbox"/>	8:45 AM – 9:00 AM	Tues/Wed/Thursday Huddle Microsoft Teams Meeting Kinard, Jessica
<input checked="" type="checkbox"/>	9:00 AM – 12:00 PM	FY 2022-23 Budget Work Session Zoom info in appointment Wheeler, Ted
<input checked="" type="checkbox"/>	12:00 PM – 12:30 PM	Lunch
<input checked="" type="checkbox"/>	12:30 PM – 1:00 PM	Smart Cities/CBO 'Innovation' Pilot check in Microsoft Teams Meeting Kinard, Jessica
<input checked="" type="checkbox"/>	1:00 PM – 2:00 PM	Broadway Corridor Project Finance Meeting Microsoft Teams Meeting Kelly, Eileen
<input checked="" type="checkbox"/>	2:00 PM – 3:00 PM	MEET: Prosper & Mayor's Office Budget Discussion Mayor's Conference Room Morrissey, Sara
<input checked="" type="checkbox"/>	3:00 PM – 4:00 PM	MEET: BDS & Mayor's Office Budget Discussion Mayor's Conference Room Morrissey, Sara
<input checked="" type="checkbox"/>	4:00 PM – 4:30 PM	Directors 2x Weekly Check-in Zoom Kinard, Jessica
<input type="checkbox"/>	4:30 PM – 5:00 PM	Free
<input type="checkbox"/>	After 5:00 PM	Free

▲ **Wed, Mar 30**

<input type="checkbox"/>	All Day	Hold for Spring BMP Briefings with Council Offices Cheney, Robert
<input type="checkbox"/>	All Day	Certify your timesheet Martin, Alexandra
<input type="checkbox"/>	All Day	Power-On Wednesday Martin, Alexandra
<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 8:30 AM	Free
<input checked="" type="checkbox"/>	8:30 AM – 9:00 AM	MEET: Charter Commission Microsoft Teams Meeting Adams, Sam
<input checked="" type="checkbox"/>	8:45 AM – 9:00 AM	Tues/Wed/Thursday Huddle Microsoft Teams Meeting Kinard, Jessica

■	9:00 AM – 9:30 AM	Check-in on OMF/PBOT IA Microsoft Teams Meeting Fairchild, Shannon
■	9:30 AM – 10:00 AM	Sources convo Microsoft Teams Meeting Kinard, Jessica
■	10:00 AM – 10:30 AM	Amy Successfactors Check In Microsoft Teams Meeting Kinard, Jessica
□	10:30 AM – 11:00 AM	Free
■	11:00 AM – 2:00 PM	MEET: OCT, AT, OHER, OGR, CBO, Special Approp. & Mayor's Staff Mayor's Conference Room Morrissey, Sara
▨	12:00 PM – 12:30 PM	BOLT Meeting Microsoft Teams Meeting Merlo, Carmen
■	12:30 PM – 1:00 PM	Lunch
▨	1:00 PM – 2:00 PM	Performance Advisory Committee monthly meeting Microsoft Teams Meeting Kinard, Jessica
□	2:00 PM – 2:30 PM	Free
■	2:30 PM – 3:30 PM	MEET: Spring BMP Final Mayor's Conference Room Morrissey, Sara
□	3:30 PM – 4:00 PM	Free
■	4:00 PM – 4:30 PM	Ruth Successfactors Check In Microsoft Teams Meeting Kinard, Jessica
■	4:30 PM – 5:00 PM	Meeting w/QuickCaption for Budget Outreach events Microsoft Teams Meeting Chavez, Josie
□	After 5:00 PM	Free

▲ **Thu, Mar 31**

□	All Day	Hold for Spring BMP Briefings with Council Offices Cheney, Robert
▨	All Day	Asena out Lawrence, Asena
□	All Day	P-card sign-off and allocation due last business day of the month Martin, Alexandra
■	8:45 AM – 9:00 AM	Tues/Wed/Thursday Huddle Microsoft Teams Meeting Kinard, Jessica

- 9:00 AM – 12:00 PM [2022-23 Budget Work Session](#)
Zoom info in appointment
Wheeler, Ted
 - ▨ 9:00 AM – 12:00 PM [Budget Work Session #7](#)
links to follow
Owen, Christina
 - ▨ 9:00 AM – 12:00 PM [Economic Stabilization & Recovery Budget Work Session](#)
Zoom
Branam, Kimberly
 - ▨ 12:00 PM – 1:00 PM [Thursday Chiefs \(moved to accommodate budget work session\)](#)
Blonsley, Hayley
 - 12:30 PM – 1:00 PM [Lunch](#)
 - 1:30 PM – 2:00 PM [Peter Successfactors Check In](#)
Microsoft Teams Meeting
Kinard, Jessica
 - 2:00 PM – 2:30 PM [Josie Successfactors Check In](#)
Microsoft Teams Meeting
Kinard, Jessica
 - ▨ 3:00 PM – 3:30 PM [MEETING: Staffing Issues](#)
Microsoft Teams Meeting
Blanco Chapin, Amaya
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 - ▨ 4:30 PM – 5:00 PM [SuccessFactors check-in](#)
Microsoft Teams Meeting
Nguyen, Lillian
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