
Myers, Mike (Public Safety Svc Area) Calendar

Monday, December 30, 2024 – Saturday, January 25, 2025

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

(Adjusted for Daylight Saving Time)

December 2024

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January 2025

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2024

**Deputy City Administrator
Executive Team Briefing**

Mon Dec 30 8:30 AM – 9:00 AM

**Monday morning huddle -
Leadership Team**

9:00 AM – 9:30 AM

Mike Myers / Ken Lee Weekly 1:1

9:30 AM – 10:00 AM

Final Operational Update

10:00 AM – 12:00 PM

**Mayor/Executive Office
Leadership and Management
Meeting**

10:00 AM – 12:00 PM

Comms Briefing - Public Safety Service Area	12:30 PM – 1:00 PM
Reclass Discussion	1:00 PM – 1:30 PM
Teams Link for Public Demonstration Readiness Briefing	2:00 PM – 3:00 PM

Leadership Team Meeting	Tue Dec 31	1:00 PM – 3:00 PM
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2025

Holiday	Wed Jan 1
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Deputy City Administrator Executive Team Briefing	Thu Jan 2	8:30 AM – 9:00 AM
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City Council Meeting - January 2, 2025 9:30 a.m.	9:30 AM – 12:00 PM
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Elections Election Preparedness Group-Joint Incident Command Joint mtg	10:30 AM – 11:00 AM
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City Bureau Internal Coordination	12:00 PM – 1:00 PM
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Budget Meeting	1:00 PM – 1:30 PM
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Calendar Preview	Fri Jan 3	10:00 AM – 10:15 AM
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Ad-Hoc Deputy City Administrator Exec Team Meeting	1:00 PM – 1:30 PM
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Formulating Fire Chief Questions	1:30 PM – 2:15 PM
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**City Administrator Michael Jordan
& Deputy City Administrator Mike
Myers 1:1** 2:30 PM – 2:55 PM

**Deputy City Administrator
Executive Team Briefing** Mon Jan 6 8:30 AM – 9:00 AM

**Monday morning huddle -
Leadership Team** 9:00 AM – 9:30 AM

Mike Myers / Ken Lee Weekly 1:1 9:30 AM – 10:00 AM

**Mayor/Executive Office
Leadership and Management
Meeting** 10:00 AM – 12:00 PM

Councilor Kanal 12:00 PM – 12:15 PM

**Comms Briefing - Public Safety
Service Area** 12:30 PM – 1:00 PM

Square One Project 1:30 PM – 2:00 PM

**Check in re Emergency Medical
Services Advisory Council** 2:30 PM – 3:00 PM

**Dry run: Public Safety Service
Area work session** 3:00 PM – 4:00 PM

**Deputy City Administrator
Executive Team Briefing** Tue Jan 7 9:30 AM – 10:00 AM

Leadership Team Meeting 1:00 PM – 3:00 PM

Check in 2:30 PM – 3:00 PM

Weekly 1:1 with Elisabeth Perez	3:00 PM – 3:30 PM
[Monthly] Portland Fire and Rescue/Deputy City Administrator Data Presentation	3:30 PM – 4:00 PM
Upcoming Fire Interview Planning	4:00 PM – 4:15 PM

Police Bureau Monitoring Team	Wed Jan 8	9:00 AM – 10:00 AM
Work session check-in		10:00 AM – 10:10 AM
Fire Interview Update		11:45 AM – 12:00 PM
Work Session Prep		1:00 PM – 1:45 PM
Public Safety Budget Governance Committee		2:30 PM – 3:00 PM
Public Safety Service Area: Strategy & Performance Check In		3:00 PM – 3:25 PM
Returned Payment Fee Portland Fire and Rescue		3:30 PM – 4:00 PM
Police Bureau/Deputy City Administrator/Mayor Staff Check-In		4:00 PM – 5:00 PM

Presidential Inauguration Preparation - Public Safety Meeting	Thu Jan 9	8:30 AM – 9:30 AM
Work Session		9:30 AM – 12:00 PM
Judith Mowry / Mike Myers Monthly 1:1		1:00 PM – 1:30 PM
Leadership Team Meeting		1:30 PM – 3:30 PM

**Bureau of Emergency
Communication/Deputy City
Administrator Monthly 1:1** 3:30 PM – 4:00 PM

**Dir Tracy Warren / Deputy City
Administrator Myers** 4:00 PM – 4:15 PM

Fall Election Coordination 4:00 PM – 5:00 PM

Exec team check in 5:30 PM – 6:00 PM

**Public Health & Safety Service
Coordination Call** Fri Jan 10 8:00 AM – 9:00 AM

Work Session After Action 9:00 AM – 9:30 AM

Calendar Preview 9:30 AM – 9:45 AM

**Quick Deputy City Administrator
huddle - budget comms** 10:45 AM – 11:00 AM

Wildlife Management Discussion 11:00 AM – 11:30 AM

Exec team check in 3:00 PM – 4:00 PM

**Deputy City Administrator
Executive Team Briefing** Mon Jan 13 8:30 AM – 9:00 AM

Interview Process Review 9:00 AM – 9:15 AM

**Monday morning huddle -
Leadership Team** 9:15 AM – 9:30 AM

Mike Myers / Ken Lee Weekly 1:1 9:30 AM – 10:00 AM

Mayor/Executive Office Leadership and Management Meeting	10:00 AM – 12:00 PM
Election Preparedness Group (Inauguration Prep)	12:00 PM – 12:30 PM
Budget Team	1:00 PM – 2:00 PM
Interim Fire Chief Interview	2:00 PM – 2:45 PM
Interview Discussion	2:45 PM – 3:00 PM
Interim Fire Chief Interview	3:00 PM – 3:45 PM
Interview Discussion	3:45 PM – 4:00 PM

HR Team	Tue Jan 14	8:30 AM – 9:15 AM
Deputy City Administrator Executive Team Briefing		9:30 AM – 10:00 AM
Virtual 1:1 with Sam Chase/Mike Myers		10:00 AM – 10:30 AM
City Administrator Michael Jordan & Deputy City Administrator Mike Myers 1:1		10:30 AM – 11:00 AM
[Monthly] Portland Fire and Rescue / Deputy City Administrator Myers Check-in		11:30 AM – 12:00 PM
Labor Planning		12:00 PM – 12:50 PM
Police Bureau / Mayor Wilson		12:45 PM – 1:15 PM
Leadership Team Meeting		1:00 PM – 3:00 PM
Weekly 1:1 with Elisabeth Perez		3:00 PM – 3:30 PM

Comms Briefing - Public Safety Service Area 3:30 PM – 4:00 PM

City of Portland Emergency Declaration Check-in with Regional Partners 4:00 PM – 4:25 PM

Budget Proposal: Public Safety Wed Jan 15 11:00 AM – 1:00 PM

Andrew Culberson / Stephanie Howard 1:30 PM – 2:00 PM

Community Safety Chiefs Bi-Weekly Check-in 3:00 PM – 4:00 PM

Police Bureau/Deputy City Administrator/Mayor Staff Check-In 4:00 PM – 5:00 PM

City Council Meeting 6:00 PM – 10:00 PM

Private Appointment Thu Jan 16 8:00 AM – 9:00 AM

Deputy City Administrator Executive Team Briefing 10:00 AM – 10:30 AM

Reclass Discussion 10:45 AM – 11:00 AM

Interim Fire Chief Interview 11:00 AM – 11:45 AM

Interview Discussion 11:45 AM – 12:00 PM

Follow up on Risk conversation 12:30 PM – 1:00 PM

Calendar Preview 1:00 PM – 1:15 PM

Leadership Team Meeting 1:30 PM – 3:30 PM

City Council Meeting 2:00 PM – 5:00 PM

Recruitment Planning	Fri Jan 17	8:00 AM – 8:30 AM
Bureau of Emergency Management Elections After Action Review		8:30 AM – 9:30 AM
City Attorney Office - Settlement Meeting		9:30 AM – 10:30 AM
Interim Fire Chief Interview		11:00 AM – 11:45 AM
Interim Fire Chief Interview		12:00 PM – 12:45 PM
Recruitment Discussion for Portland Fire and Rescue Chief		1:00 PM – 2:00 PM
Interim Fire Chief Interview		2:00 PM – 2:45 PM
Post-Interview Discussion		2:45 PM – 3:30 PM
Deputy City Administrator Myers/Emergency Management Director Ahmed		3:30 PM – 4:30 PM

Inauguration - Unified Command briefing to Election Preparedness Group	Sun Jan 19	3:00 PM – 3:30 PM
Inauguration Events Briefings		3:30 PM – 4:00 PM

Holiday	Mon Jan 20	
Inauguration - Unified Command briefing to Election Preparedness Group		3:00 PM – 3:30 PM

Inauguration Events Briefings 3:30 PM – 4:00 PM

Deputy City Administrator Executive Team Briefing Tue Jan 21 8:30 AM – 9:00 AM

Bureau of Emergency Communication/Deputy City Administrator Monthly Data Presentation 9:00 AM – 10:00 AM

Comms Briefing - Public Safety Service Area 10:00 AM – 10:30 AM

Weekly 1:1 with Elisabeth Perez 10:30 AM – 11:00 AM

Labor Action/Winter Weather Meeting 12:30 PM – 1:15 PM

Leadership Team Meeting 1:00 PM – 3:00 PM

Inauguration - Unified Command briefing to Election Preparedness Group 3:00 PM – 3:30 PM

Hold - Inauguration Events Briefings 3:30 PM – 4:00 PM

Executive Policy Group + Joint Incident Command 8:30 PM – 9:00 PM

City Council Work Session Wed Jan 22 2:00 PM – 5:00 PM

Police Bureau/Deputy City Administrator/Mayor Staff Check-In 4:00 PM – 5:00 PM

Police Bureau/Deputy City Administrator/Mayor Check-In	Thu Jan 23	9:00 AM – 9:25 AM
Reclass Discussion		10:00 AM – 10:30 AM
Deputy City Administrator Executive Team Briefing		10:30 AM – 11:00 AM
Budget Debrief		12:30 PM – 1:00 PM
Leadership Team Meeting		1:30 PM – 3:30 PM
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Calendar Preview	Fri Jan 24	10:00 AM – 10:15 AM
Interim Fire Chief Finalists - Meeting with Mayor, CA and Deputy City Administrator Myers		10:50 AM – 11:45 AM
Council Procedure Discussion		12:00 PM – 12:30 PM
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Myers, Mike (Public Safety Svc Area) Calendar

Sunday, January 26, 2025 – Saturday, February 1, 2025

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

(Adjusted for Daylight Saving Time)

January 2025

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Monday morning huddle - Leadership Team	Mon Jan 27	8:30 AM – 9:00 AM
Executive Policy Group Briefing		9:00 AM – 10:00 AM
Mike Myers /Ken Lee Weekly 1:1		9:30 AM – 10:00 AM
Mayor/Executive Office Leadership and Management Meeting		10:00 AM – 12:00 PM
Comms Briefing - Public Safety Service Area		12:30 PM – 1:00 PM

**Deputy City Administrator
Executive Team Briefing** 1:00 PM – 1:30 PM

**Local Public Safety Coordinating
Council Meeting** 1:30 PM – 3:00 PM

**Deputy City Administrator
Executive Team Briefing** Tue Jan 28 9:30 AM – 10:00 AM

**Public Safety Service Area Budget
Briefing** 10:30 AM – 12:00 PM

Leadership Team Meeting 1:00 PM – 3:00 PM

**City Administrator Michael Jordan
& Deputy City Administrator Mike
Myers 1:1** 4:15 PM – 4:45 PM

**Portland Bureau of Emergency
Management Workshop/Retreat** Wed, Jan 29 12:30 PM – 3:50 PM

**Police Bureau/Deputy City
Administrator/Mayor Check-In** Thu Jan 30 9:00 AM – 10:00 AM

**Deputy City Administrator
Executive Team Briefing** 10:00 AM – 10:30 AM

Stephanie Howard : Mike Myers 11:00 AM – 11:30 AM

**Ken Lee / Deputy City
Administrator Mike Myers 1:1** 11:30 AM – 12:00 PM

**Jennifer Arguinzoni-Ward w/ Oxley
and Associates** 12:30 PM – 1:15 PM

Leadership Team Meeting 1:30 PM – 3:30 PM

**Portland Bureau of Emergency
Management / Deputy City
Administrator Monthly Data
Presentation**

3:30 PM – 4:30 PM

Calendar Preview

Fri Jan 31

10:00 AM – 10:15 AM

**Virtual - Black Community Elder
Monthly Meeting**

11:30 AM – 1:00 PM

**Deputy City Administrator Myers
Request**

2:30 PM – 2:45 PM

**Fire Bureau Lieutenant Inspector
Barron**

3:30 PM – 4:00 PM

Myers, Mike (Public Safety Svc Area) Calendar

Sunday, February 2, 2025 – Saturday, February 15, 2025

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

(Adjusted for Daylight Saving Time)

February 2025

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Media Request	Mon Feb 3 8:00 AM – 8:30 AM
Deputy City Administrator Executive Team Briefing	8:30 AM – 9:00 AM
Monday morning huddle - Leadership Team	9:00 AM – 9:30 AM
Council Exec Session	9:30 AM – 11:30 AM
Discussion with Oregonian	12:30 PM – 1:00 PM
Bureau of Emergency Communication/Deputy City Administrator Monthly 1:1	2:00 PM – 2:30 PM

**Mayor/Executive Office Leadership
and Management Meeting** 3:00 PM – 6:00 PM

**Deputy City Administrator Executive
Team Briefing** Tue Wed 4 9:30 AM – 10:00 AM

Weekly 1:1 with Elisabeth Perez 10:30 AM – 11:00 AM

**Director Elizabeth Perez+Councilors
Novick and Kanal** 12:00 PM – 1:00 PM

Leadership Team Meeting 1:00 PM – 3:00 PM

Private – City Attorney Office 3:00 PM – 4:00 PM

Fire Chief Recruitment Plan 4:00 PM – 5:00 PM

**Citywide Leadership Winter
Weather Coordination** 5:00 PM – 5:30 PM

**Public Safety Service Area Executive
Huddle** Wed Feb 5 9:00 AM – 9:25 AM

City Council Meeting 9:30 AM – 12:30 PM

Healthcare Costing 12:00 PM – 12:30 PM

**Ken Lee / Deputy City Administrator
Myers 1:1** 1:00 PM – 1:30 PM

Reclass Discussion 1:30 PM – 2:00 PM

Public Safety Service Area Check-in 2:00 PM – 3:00 PM

**Portland Fire and Rescue Capt.
Louisa Jones** 3:00 PM – 4:00 PM

**Police Bureau/Deputy City
Administrator/Mayor Staff Check-In** 4:00 PM – 5:00 PM

Deputy City Administrator Executive Team Briefing Thu Feb 6 10:30 AM – 11:00 AM

Public Safety Budget Governance Committee 11:00 AM – 12:00 PM

Leadership Team Meeting 1:30 PM – 3:30 PM

Work on budget 2-pager 3:00 PM – 3:30 PM

Inter-Faith Peace Action Collaborative Fri Feb 7 9:00 AM – 11:00 AM

Calendar Preview 11:00 AM – 11:15 AM

Deputy City Administrator Executive Team Briefing Mon Feb 10 8:30 AM – 9:00 AM

Monday morning huddle - Leadership Team 9:00 AM – 9:30 AM

Mayor/Executive Office Leadership and Management Meeting 10:00 AM – 12:00 PM

Comms Briefing - Public Safety Service Area 12:30 PM – 1:00 PM

Public Safety Committee Presentation Run-Through 1:00 PM – 2:00 PM

American Medical Response Regional Director Rob McDonald 2:30 PM – 3:30 PM

Fire Chief Recruitment 3:30 PM – 4:30 PM

Deputy City Administrator Executive Team Briefing	Tue Feb 11 9:30 AM – 10:00 AM
HR Check In: Deputy City Administrator Myers & Director Warren	11:00 AM – 11:30 AM
Portland Fire and Rescue / Deputy City Administrator Myers Check-in	11:30 AM – 12:00 PM
Homelessness and Housing Committee Meeting	12:00 PM – 2:00 PM
Ken Lee / Deputy City Administrator Myers 1:1	12:30 PM – 1:00 PM
Leadership Team Meeting	1:00 PM – 3:00 PM
Community and Public Safety Committee Meeting	2:30 PM – 4:30 PM

Survey Prep	Wed Feb 12 9:00 AM – 10:00 AM
Councilor Koyama-Lane / Deputy City Administrator Myers Quarterly	11:00 AM – 11:45 AM
Budget Communications	12:00 PM – 12:30 PM
Oregonian's Zaeem Shaikh	12:30 PM – 12:45 PM
Public Safety Service Area Executive Huddle	2:00 PM – 2:30 PM
Virtual 1:1 with Sam Chase/Mike Myers	2:30 PM – 3:00 PM
Community Safety Chiefs Bi-Weekly Check-in	3:00 PM – 4:00 PM

**City Insurance Public Safety Risk
Check in** 4:00 PM – 4:45 PM

**Police Bureau/Deputy City
Administrator/Mayor Staff Check-In** 4:00 PM – 5:00 PM

Severe Weather Leadership Call 4:30 PM – 5:00 PM

▲ **Severe Weather Call** Thu Feb 13 12:30 AM – 1:00 AM

Snow Operations Call 5:00 AM – 5:30 AM

**Deputy City Administrator Executive
Team Briefing** 8:30 AM – 9:00 AM

Fire Chief Recruitment 9:30 AM – 10:00 AM

Severe Weather Briefing 10:00 AM – 10:30 AM

**Public Safety Service Area: Strategy
& Performance Check In** 10:30 AM – 10:55 AM

LUNCH 11:00 AM – 11:30 AM

**Monthly Executive Leadership Team
meeting** 11:30 AM – 12:00 PM

Leadership Team Meeting 1:30 PM – 3:30 PM

Complete Survey feedback 5:00 PM – 5:05 PM

Snow Operations Call 0202 Fri Feb 14 5:00 AM – 5:30 AM

Snow Operations Briefing 10:00 AM – 10:30 AM

Elisabeth Perez 1:1 10:30 AM – 11:00 AM

Community Elders 11:15 AM – 12:00 PM

LUNCH 12:00 PM – 12:30 PM

City Budget Office Check-in

2:00 PM – 2:30 PM

Myers, Mike (Public Safety Svc Area) Calendar
 Sunday, February 16, 2025 – Saturday, March 1, 2025
 Time zone: (UTC-08:00) Pacific Time (US & Canada)
 (Adjusted for Daylight Saving Time)

February 2025

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▲ **Presidents Day**

Mon, Feb 17

<u>Deputy City Administrator Executive Team Briefing</u>	Tue, Feb 18	9:30 AM – 10:00 AM
Microsoft Teams Meeting		
<u>Judith Mowry Monthly 1:1</u>		10:00 AM – 10:30 AM
Microsoft Teams Meeting		
<u>MEET: Public Safety Service Area work session follow-up</u>		11:30 AM – 12:00 PM
Microsoft Teams Meeting		
<u>Leadership Team Meeting</u>		1:00 PM – 3:00 PM
Microsoft Teams Meeting; PB LG 20 ppl - AV & Video Camera - Rm 500		
<u>City Council Work Session</u>		2:00 PM – 4:30 PM
Council Chambers in City Hall		
<u>Portland Street Response Emergency Medical Services Mobile Dispatch Contract Discussion</u>		3:00 PM – 3:55 PM
Microsoft Teams Meeting		

<u>Public Safety Service Area Executive Huddle</u>	Wed Feb 19	8:00 AM – 8:30 AM
Microsoft Teams Meeting		
<u>Rescheduled from 02.17.25- Mayor/Executive Office Leadership and Management Meeting</u>		8:30 AM – 10:00 AM
The Rose room		
<u>Elisabeth Perez 1:1 / Deputy City Administrator Myers</u>		10:00 AM – 10:30 AM
Microsoft Teams Meeting		
<u>Bureau of Emergency Communication / Deputy City Administrator Monthly Data Presentation</u>		2:00 PM – 3:00 PM
Microsoft Teams Meeting		
<u>Councilor Novik / Deputy City Administrator Myers Quarterly</u>		3:00 PM – 3:45 PM
Microsoft Teams Meeting		

[Portland Police Bureau/Deputy City Administrator/Mayor Staff Check-In](#) 4:00 PM – 5:00 PM

Microsoft Teams Meeting

[City Council Meeting](#) 6:00 PM – 9:00 PM

[Reclass Discussion](#) Thu Feb 20 9:00 AM – 9:30 AM

Microsoft Teams Meeting

[Portland Police Bureau/Deputy City Administrator/Mayor Check-In](#) 9:00 AM – 10:00 AM

Microsoft Teams Meeting

[Fire Chief Recruitment Check-In](#) 10:00 AM – 10:30 AM

Microsoft Teams Meeting

[Deputy City Administrator Executive Team Briefing](#) 10:30 AM – 11:00 AM

Microsoft Teams Meeting

[Congressionally Directed Spending Review](#) 11:30 AM – 12:00 PM

Microsoft Teams Meeting

[Ken Lee / Deputy City Administrator Myers 1:1](#) 12:30 PM – 1:00 PM

Microsoft Teams Meeting

[Leadership Team Meeting](#) 1:30 PM – 3:30 PM

Microsoft Teams Meeting; Rm 500

[City Council Meeting](#) 2:00 PM – 5:00 PM

[Professor Corbet Falls - Warner Pacific](#) Fri Feb 21 8:00 AM – 8:45 AM

Microsoft Teams Meeting

[Council President Pirtle-Guiney / Deputy City Administrator Myers](#) 9:15 AM – 10:00 AM

Microsoft Teams Meeting

[Calendar Preview](#) 10:00 AM – 10:15 AM

Microsoft Teams Meeting

[Deputy City Administrator Myers/Deputy City Administrator](#) 1:30 PM – 1:50 PM

[Dhanapal/Deputy City Administrator Schmanski](#)

Microsoft Teams Meeting – Fire Memorial

[Ceasefire / Deputy City Administrator Quarterly Data](#) 2:00 PM – 3:00 PM

[Presentation](#)

Microsoft Teams Meeting

<u>Deputy City Administrator Executive Team Briefing</u> Microsoft Teams Meeting	Mon Feb 24	8:30 AM – 9:00 AM
<u>Monday morning huddle - Leadership Team</u> Microsoft Teams Meeting		9:00 AM – 9:30 AM
<u>Mayor/Executive Office Leadership and Management Meeting</u> The Rose room - In person if available		10:00 AM – 12:00 PM
<u>Comms Briefing - Public Safety Service Area</u> Microsoft Teams Meeting		12:30 PM – 1:00 PM
<u>Public Safety Committee, Run of Show</u> Microsoft Teams Meeting		3:30 PM – 4:15 PM
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▲ <u>***Do not Book***</u>	Tue, Feb 25	7:00 AM – 8:00 AM
<u>Deputy City Administrator Executive Team Briefing</u> Microsoft Teams Meeting		9:30 AM – 10:00 AM
<u>Public Safety Service Area Budget Briefing</u> Microsoft Teams Meeting		10:30 AM – 12:00 PM
<u>Ken Lee / Deputy City Administrator Myers 1:1</u> Microsoft Teams Meeting		12:30 PM – 1:00 PM
<u>Leadership Team Meeting</u> Microsoft Teams Meeting; PB LG 20 ppl - AV & Video Camera - Rm 500		1:00 PM – 3:00 PM
<u>Community and Public Safety Committee Meeting</u> Council Chambers		2:30 PM – 4:30 PM
<u>Councilor Kanal / Deputy City Administrator Myers</u> Microsoft Teams Meeting		4:30 PM – 5:00 PM
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<u>Public Safety Service Area Executive Huddle</u> Microsoft Teams Meeting	Wed Feb 26	8:30 AM – 9:00 AM
<u>Elisabeth Perez 1:1 / Deputy City Administrator Myers</u> Microsoft Teams Meeting		9:00 AM – 9:30 AM
<u>Run of Show: Labor and Workforce Development Committee</u> Microsoft Teams Meeting		10:30 AM – 11:30 AM
<u>City Administrator Michael Jordan & Deputy City Administrator Mike Myers 1:1</u> Microsoft Teams Meeting		2:00 PM – 2:30 PM
<u>Public Safety Chiefs and Directors Bi-Weekly Check-in</u> Microsoft Teams Meeting		3:00 PM – 4:00 PM
<u>Director Cozzie re: Procurement</u> Microsoft Teams Meeting; or Bob's office		4:00 PM – 5:00 PM
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▲ <u>***Do not Book***</u>	Thu, Feb 27	7:00 AM – 8:00 AM
<u>Deputy City Administrator Executive Team Briefing</u> Microsoft Teams Meeting		8:30 AM – 9:00 AM
<u>Portland Police Bureau/Deputy City Administrator/Mayor Check-In</u> Microsoft Teams Meeting		9:00 AM – 10:00 AM

LUNCH

11:30 AM – 12:00 PM

Labor and Workforce Development Committee Meeting

12:00 PM – 2:00 PM

Leadership Team Meeting

1:30 PM – 3:30 PM

Microsoft Teams Meeting; Rm 500

Fully Remote Positions

3:30 PM – 4:00 PM

Microsoft Teams Meeting

Calendar Preview

Fri Feb 28

10:00 AM – 10:15 AM

Microsoft Teams Meeting

Virtual - Black Community Elder Monthly Meeting

11:30 AM – 1:00 PM

Pastor Hennessee will send link out prior to meeting

Myers, Mike (Public Safety Svc Area) Calendar

Sunday, March 2, 2025 – Saturday, March 8, 2025

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

(Adjusted for Daylight Saving Time)

March 2025

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Deputy City Administrator Executive Team Briefing Mon Mar 3 8:30 AM – 9:00 AM

Mayor/Executive Office Leadership and Management Meeting 10:00 AM – 12:00 PM

Fire Chief Recruitment Check-In 1:30 PM – 2:00 PM

Deputy City Administrator Executive Team Briefing Tue Mar 4 9:30 AM – 10:00 AM

Councilor Kanal / Deputy City Administrator Myers Quarterly 10:00 AM – 10:45 AM

Kristopher Taft, Mayor's Office	10:45 AM – 11:00 AM
Leadership Team Meeting	1:00 PM – 3:00 PM
Police Chief Day	3:00 PM – 3:30 PM
Public Safety Service Area Executive Huddle	3:30 PM – 4:00 PM

Fire Chief Recruiting Update	Wed Mar 5	8:30 AM – 9:15 AM
City Council Meeting		9:30 AM – 1:30 PM
Director Perez 1:1 / Deputy City Administrator Myers		1:30 PM – 2:00 PM
Ken Lee / Deputy City Administrator Myers 1:1		2:30 PM – 3:00 PM
Reclass Discussion		3:30 PM – 4:00 PM
Police Bureau/Deputy City Administrator/Mayor Staff Check-In		4:00 PM – 5:00 PM

City of Portland: Liability Underwriter Presentation	Thu Mar 6	8:00 AM – 9:00 AM
Discuss strategic plan rollout		9:00 AM – 9:15 AM
Deputy City Administrator Executive Team Briefing		10:00 AM – 10:30 AM
Public Safety Budget Governance Committee		11:00 AM – 12:00 PM
Leadership Team Meeting		1:00 PM – 3:00 PM

Public Health & Safety Service Coordination Call	Fri Mar 7	8:00 AM – 9:00 AM
Public Safety Service Area Deputy City Administrator Recruitment Strategy		9:00 AM – 10:00 AM
Calendar Preview		10:00 AM – 10:15 AM
Bureau of Emergency Communication/Deputy City Administrator Monthly 1:1		10:30 AM – 11:00 AM
Final Critical Energy Infrastructure Hub Work Session Prep		11:30 AM – 12:30 PM
Critical Energy Infrastructure Hub Work Session Run of Show Briefing		12:30 PM – 1:00 PM
Legislative Analyst Bri Brown 1:1		1:00 PM – 1:30 PM
Portyland Bureau Emergency Management Projects Discussion w/Deputy City Administrator Myers		2:30 PM – 3:30 PM

Myers, Mike (Public Safety Svc Area) Calendar

Sunday, March 9, 2025 – Saturday, March 22, 2025

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

(Adjusted for Daylight Saving Time)

March 2025

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Mayor/Executive Office Leadership and Management Meeting	Mon Mar 10	8:00 AM – 8:45 AM
Mayor/Executive Office Leadership and Management Meeting		8:45 AM – 9:30 AM
Discuss Public Safety Spring Budget Policy Set Aside Proposals		11:30 AM – 12:00 PM
Fire Chief Recruitment Check-In		1:30 PM – 2:00 PM

Taylor Stewart and Pastor Wisner 3:00 PM – 3:30 PM

Public Safety Committee, Run of Show 3:30 PM – 4:15 PM

Deputy City Administrator Executive Team Briefing Tue Mar 11 9:30 AM – 10:00 AM

Portland Fire & Rescue / Deputy City Administrator Myers Check-in 11:30 AM – 12:00 PM

LUNCH 12:00 PM – 12:30 PM

Ken Lee / Deputy City Administrator Myers 1:1 12:30 PM – 1:00 PM

Leadership Team Meeting 1:00 PM – 3:00 PM

Community and Public Safety Committee Meeting 2:30 PM – 4:30 PM

Public Safety Service Area Executive Huddle 8:30 AM – 9:00 AM

City Council Work Session 9:30 AM – 12:00 PM

Elisabeth Perez 1:1 / Deputy City Administrator Myers 10:00 AM – 10:30 AM

City Administrator Michael Jordan & Deputy City Administrator Mike Myers 1:1 10:30 AM – 11:00 AM

Check in 10:30 AM – 11:00 AM

Contract meeting 12:00 PM – 1:00 PM

**Public Safety Chiefs and
Directors Bi-Weekly Check-in** 3:00 PM – 4:00 PM

**Police Bureau /Deputy City
Administrator /Mayor Staff
Check-In** 4:00 PM – 5:00 PM

**Deputy City Administrator
Executive Team Briefing** Thu Mar 13 8:30 AM – 9:00 AM

**Mayor/ Deputy City
Administrator/ Public Safety
Service Area Chiefs and
Directors** 9:00 AM – 10:00 AM

**Public Safety Service Area:
Strategy & Performance Check
In** 10:30 AM – 10:55 AM

**Monthly Executive Leadership
Team meeting** 11:30 AM – 1:00 PM

Leadership Team Meeting 1:30 PM – 3:30 PM

**Deputy City Administrator
Myers/Heidi Brown/Marquis
Fudge** 4:00 PM – 4:30 PM

Calendar Preview Fri Mar 14 9:30 AM – 9:45 AM

**Portland Bureau Emergency
Management/Deputy City
Administrator Monthly 1:1** 10:00 AM – 10:30 AM

Budget Briefing: Public Safety 1:00 PM – 2:00 PM

Personal Day

Mon, Mar 17

Comms Briefing - Public Safety Service Area	Tue Mar 18	8:30 AM – 9:00 AM
HR Check In: Deputy City Administrator Myers and Director Warren		9:00 AM – 9:30 AM
Deputy City Administrator Executive Team Briefing		9:30 AM – 10:00 AM
Mayor/Executive Office Leadership and Management Meeting		10:00 AM – 12:00 PM
Ken Lee / Deputy City Administrator Myers 1:1		12:30 PM – 1:00 PM
City of Portland Employee Town Hall: Budget		1:00 PM – 2:00 PM
Leadership Team Meeting		2:00 PM – 2:30 PM
City re-org Meeting with the Mayor (Deputy City Administrator Myers / Deputy City Administrator Morrissey)		2:30 PM – 3:00 PM
Portland Fire & Rescue / Deputy City Administrator Data Presentation - Quarterly		3:00 PM – 4:00 PM

Public Safety Service Area Executive Huddle

Wed Mar 19

8:30 AM – 9:00 AM

Deputy City Administrator Executive Team Briefing	Thu Mar 20	8:30 AM – 9:00 AM
Elisabeth Perez 1:1 / Deputy City Administrator Myers		11:00 AM – 11:30 AM
"Return to Office" meeting for Deputy City Administrator Supervisors and Managers		12:00 PM – 1:00 PM
Leadership Team Meeting		1:30 PM – 3:30 PM
House Bill 3076: State Gun Dealer Licensing		3:00 PM – 4:30 PM

Calendar Preview	Fri Mar 21	10:00 AM – 10:15 AM
Budget conversation		10:45 AM – 11:30 AM
Mayor/ Deputy City Administrator/ Public Safety Service Area Chiefs and Directors		12:00 PM – 1:00 PM
Deputy City Administrator Meyers and Councilor Smith		1:00 PM – 1:45 PM

Myers, Mike (Public Safety Svc Area) Calendar

Sunday, March 23, 2025 – Monday, March 31, 2025

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

(Adjusted for Daylight Saving Time)

March 2025

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Exec Team Briefing - Public Service Safety Area	Mon, Mar 24	8:30 AM – 9:00 AM
Messaging Conversation		9:00 AM – 10:00 AM
Virtual 1:1 with Sam Chase/Mike Myers		10:30 AM – 11:00 AM
Judith Mowry & Mike Myers Monthly 1:1		11:00 AM – 11:30 AM

Comms Briefing - Public Safety Service Area		11:30 AM – 12:00 PM
Deputy City Administrator Recruiting Discussion		1:00 PM – 1:30 PM
Fire Chief Recruitment Check-In		1:30 PM – 2:00 PM
Public Safety Committee, Run of Show		3:30 PM – 4:30 PM

Mayor/Executive Office Leadership and Management Meeting	Tue, Mar 25	8:00 AM – 8:45 AM
Mayor/Executive Office Leadership and Management Meeting		8:45 AM – 9:30 AM
Deputy City Administrator Executive Team Briefing		9:30 AM – 10:00 AM
Public Safety Service Area Budget Briefing		10:30 AM – 12:00 PM
Meet & Greet Session: Fire Chief		12:00 PM – 1:00 PM
Leadership Team Meeting		1:00 PM – 3:00 PM
Community and Public Safety Committee Meeting		2:30 PM – 4:30 PM

Public Safety Service Area Executive Huddle	Wed, Mar 26	8:30 AM – 9:00 AM
Elisabeth Perez 1:1 / Deputy City Administrator Myers		9:00 AM – 9:30 AM
Fire Bureau Communications Planning		10:50 AM – 11:00 AM
LUNCH		11:30 AM – 12:00 PM
Councilor Morillo / Deputy City Administrator Myers Quarterly		2:00 PM – 2:45 PM
Public Safety Chiefs and Directors Bi-Weekly Check-in		3:00 PM – 4:00 PM
Police Bureau /Deputy City Administrator/Mayor Staff Check- In		4:00 PM – 5:00 PM
Police Equity Advisory Council: Special Meeting		6:00 PM – 7:00 PM

Deputy City Administrator Executive Team Briefing	Thu, Mar 27	8:30 AM – 9:00 AM
Mayor/ Deputy City Administrator/ Public Safety Service Area Chiefs and Directors		9:00 AM – 10:00 AM
Quarterly Check-In: Deputy City Administrator Mike Myers, Councilor Green		10:00 AM – 10:45 AM
Success Factors - Dir. Perez		11:00 AM – 11:30 AM
City Administrator Michael Jordan & Deputy City Administrator Mike Myers 1:1		11:30 AM – 12:00 PM

Leadership Team Meeting 1:30 PM – 3:30 PM

Calendar Preview Fri, Mar 28 10:00 AM – 10:15 AM

Virtual - Black Community Elder Monthly Meeting 11:30 AM – 1:00 PM

Delegation Authority Discussion 1:00 PM – 1:30 PM

Community and Public Safety Committee Co-Chair Input on Fire Chief Recruitment 2:00 PM – 3:00 PM

Exec Team Briefing - Public Service Safety Area Mon, Mar 31 9:30 AM – 10:00 AM

Mayor/Executive Office Leadership and Management Meeting 10:00 AM – 12:00 PM

Fire Chief Recruitment Check-In 1:30 PM – 2:00 PM

Exec Leadership Team Meeting 2:00 PM – 3:00 PM

Recruitment - Public Safety Deputy City Administrator 3:00 PM – 3:30 PM

Comms Briefing - Public Safety Service Area 3:30 PM – 4:00 PM

Fire Chief AJ Jackson / Mayor Wilson 4:00 PM – 4:30 PM
