



# FIRE AND POLICE DISABILITY AND RETIREMENT

## City of Portland, Oregon



1800 SW First Ave., Suite 450, Portland, OR 97201 · (503) 823-6823 · Fax: (503) 823-5166

Samuel Hutchison, Director

[fpdr@portlandoregon.gov](mailto:fpdr@portlandoregon.gov)

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### FPDR Director's Calendar

#### January 2023

#### January 2, 2023 Monday

All Day New Years

#### January 3, 2023 Tuesday

1:00 PM - 1:30 PM Staff Meeting

4:00 PM - 4:30 PM Directors 2x Weekly Check-in

#### January 4, 2023 Wednesday

9:00 AM - 10:00 AM Staff Meeting

1:00 PM - 3:30 PM Out of Office

#### January 5, 2023 Thursday

10:00 AM - 12:30 PM Litigation Review

2:00 PM - 3:00 PM Staff Meeting

3:00 PM - 3:30 PM Staff Meeting

#### January 6, 2023 Friday

10:00 AM - 11:00 AM Managers Meeting

12:00 PM - 5:00 PM Out of Office

#### January 9, 2023 Monday

11:00 AM - 12:00 PM Staff Meeting

1:00 PM - 2:00 PM Staff Meeting

#### January 10, 2023 Tuesday

All Day No Meetings

#### January 11, 2023 Wednesday

9:00 AM - 10:00 AM Staff Meeting

1:00 PM - 2:00 PM Staff Meeting

#### January 12, 2023 Thursday

11:30 AM - 1:00 PM Bureau Directors meeting

1:00 PM - 5:30 PM Out of Office

#### January 13, 2023 Friday

All Day Out of Office

#### January 16, 2023 Monday

All Day Martin Luther King Day

**January 17, 2023** Tuesday

10:30 AM - 11:30 AM Staff Meeting  
1:30 PM - 2:30 PM Keith Hathorne HRBP  
4:00 PM - 4:30 PM Directors 2x Weekly Check-in

**January 18, 2023** Wednesday

9:00 AM - 10:00 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting

**January 19, 2023** Thursday

8:30 AM - 9:00 AM Staff Meeting  
10:00 AM - 12:00 PM MLAC  
2:00 PM - 5:30 PM Out of Office

**January 20, 2023** Friday

12:00 PM - 5:00 PM Out of Office

**January 23, 2023** Monday

10:30 AM - 11:30 AM Staff Meeting  
1:00 PM - 5:00 PM FPDR Board of Trustees Meeting

**January 24, 2023** Tuesday

9:30 AM - 11:30 AM BHR Executive Session w/ Mayor Wheeler and Commissioners  
3:30 PM - 4:30 PM Staff Meeting

**January 25, 2023** Wednesday

9:00 AM - 10:00 AM Staff Meeting  
10:30 AM - 11:30 AM All Bureau Meeting  
1:00 PM - 2:00 PM Staff Meeting

**January 26, 2023** Thursday

8:00 AM - 12:00 PM Out of Office  
12:00 PM - 5:00 PM Directors Retreat Day 1

**January 27, 2023** Friday

8:00 AM - 5:00 PM Directors Retreat Day 2

**January 30, 2023** Monday

9:30 AM - 10:00 AM Staff Meeting  
10:30 AM - 11:30 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting



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### FPDR Director's Calendar

#### February 2023

#### February 1, 2023 Wednesday

9:00 AM - 10:00 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting  
2:00 PM - 2:30 PM Staff Meeting

#### February 2, 2023 Thursday

10:00 AM - 12:30 PM Litigation Review

#### February 3, 2023 Friday

9:00 AM - 9:30 AM Government Relations Bureau Check-In  
10:00 AM - 12:00 PM MLAC  
12:00 PM - 5:00 PM Flex Time

#### February 6, 2023 Monday

1:00 PM - 2:00 PM Staff Meeting

#### February 7, 2023 Tuesday

10:00 AM - 10:30 AM MEET Director Bureau of Fire & Police Disab & Retire & Cmr. Gonzalez  
1:00 PM - 3:00 PM OR - HB 3111 Public Hearing - Salem

#### February 8, 2023 Wednesday

9:00 AM - 10:00 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting

#### February 9, 2023 Thursday

11:30 AM - 1:00 PM Bureau Directors meeting

#### February 10, 2023 Friday

9:30 AM - 10:00 AM Bureau Check-In-Equity & Admin  
10:30 AM - 11:00 AM Michael Jordan CAO  
12:00 PM - 5:00 PM Flex Time

#### February 13, 2023 Monday

10:00 AM - 11:00 AM SF Performance Reviews Steering Committee Meeting  
11:00 AM - 12:00 PM Staff Meeting  
1:30 PM - 2:00 PM Staff Meeting  
3:00 PM - 4:00 PM Code and Charter Match - Bureau Representatives Meeting

#### February 14, 2023 Tuesday

4:00 PM - 4:30 PM Directors 2x Weekly Check-in

**February 15, 2023** Wednesday

9:00 AM - 10:00 AM Staff Meeting  
11:30 AM - 12:00 PM Pauline Goble - Facilities  
1:00 PM - 2:00 PM Staff Meeting  
2:00 PM - 2:30 PM Constituent Concern - Sen. Ron Wyden

**February 16, 2023** Thursday

9:30 AM - 10:00 AM Keith Hathorne HRBP  
11:00 AM - 12:00 PM Monthly City-wide COOP Meeting  
2:00 PM - 3:00 PM Employee Town Hall on City Transition  
3:30 PM - 5:30 PM Out of Office

**February 17, 2023** Friday

9:00 AM - 9:30 AM Government Relations Bureau Check-In  
10:00 AM - 12:00 PM MLAC  
12:00 PM - 5:00 PM Flex Time

**February 21, 2023** Tuesday

9:30 AM - 11:30 AM BHR Executive Session w/ Mayor Wheeler and Commissioners  
**11:30 AM - 12:25 PM Pregame Strategic Planning Kickoff - FPDR**  
**1:30 PM - 2:30 PM Staff Meeting**  
**3:00 PM - 3:30 PM Staff Meeting**

**February 22, 2023** Wednesday

9:00 AM - 10:00 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting

**February 23, 2023** Thursday

11:30 AM - 1:00 PM Bureau Director Meetings

**February 24, 2023** Friday

9:30 AM - 10:00 AM Government Relations Bureau Check-In  
12:00 PM - 5:00 PM Flex Time

**February 27, 2023** Monday

10:30 AM - 11:30 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting  
2:30 PM - 3:00 PM Staff Meeting

**February 28, 2023** Tuesday

9:00 AM - 9:30 AM FPDR Janitorial Service  
10:00 AM - 11:30 AM Pregame x FPDR: All Team Project Vision Session



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### FPDR Director's Calendar

#### March 2023

#### March 1, 2023 Wednesday

9:00 AM - 10:00 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting  
3:00 PM - 5:30 PM Out of Office

#### March 2, 2023 Thursday

10:00 AM - 12:30 PM Litigation Review

#### March 3, 2023 Friday

9:30 AM - 10:00 AM Government Relations Bureau Check-In  
10:00 AM - 12:00 PM MLAC  
12:00 PM - 5:00 PM Out of Office

#### March 6, 2023 Monday

10:30 AM - 11:30 AM Staff Meeting  
1:00 PM - 3:00 PM Out of Office  
3:30 PM - 4:00 PM Staff Meeting

#### March 7, 2023 Tuesday

10:00 AM - 11:00 AM Staff Meeting  
11:00 AM - 11:50 AM FPDR Strategic Plan Bi-Weekly Huddle  
3:00 PM - 4:00 PM Staff Meeting

#### March 8, 2023 Wednesday

9:00 AM - 10:00 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting

#### March 9, 2023 Thursday

9:30 AM - 10:00 AM Pregame - Strategic Plan  
11:30 AM - 1:00 PM Bureau Directors meeting

#### March 10, 2023 Friday

9:30 AM - 10:00 AM Government Relations Bureau Check-In  
12:00 PM - 5:00 PM Out of Office

#### March 13, 2023 Monday

10:00 AM - 11:00 AM SF Performance Reviews Steering Committee Meeting  
11:00 AM - 12:00 PM Staff Meeting  
1:30 PM - 2:30 PM Staff Meeting  
3:00 PM - 3:30 PM Code & Charter Match - Bureau Reps. Monthly Check in

**March 14, 2023** Tuesday

11:00 AM - 11:30 AM Staff Meeting  
4:00 PM - 5:00 PM Directors 2x Weekly Check-in

**March 15, 2023** Wednesday

9:00 AM - 10:00 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting  
4:00 PM - 5:30 PM Out of Office

**March 16, 2023** Thursday

8:00 AM - 1:00 PM Out of Office  
3:00 PM - 5:00 PM OR - HB 3111 Public Hearing

**March 17, 2023** Friday

9:00 AM - 10:00 AM Staff Meeting  
9:30 AM - 10:00 AM Government Relations Bureau Check-In  
10:00 AM - 12:00 PM MLAC  
10:00 AM - 10:30 AM Jake Winship, PERS  
12:00 PM - 5:00 PM Out of Office

**March 20, 2023** Monday

8:30 AM - 9:30 AM Manager/Supervisor Townhall - Hybrid, Remote and In-Person  
10:00 AM - 10:30 AM Staff Meeting  
11:00 AM - 11:30 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting

**March 21, 2023** Tuesday

9:30 AM - 11:30 AM BHR Executive Session w/ Mayor Wheeler and Commissioners  
11:00 AM - 11:50 AM F PDR Strategic Plan Bi-Weekly Huddle

**March 22, 2023** Wednesday

9:00 AM - 10:00 AM Staff Meeting  
10:00 AM - 11:30 AM Pregame x FPDR: All Staff Workshop - Mission, Vision, Values  
1:00 PM - 2:00 PM Staff Meeting

**March 23, 2023** Thursday

11:30 AM - 1:00 PM Bureau Director Meetings

**March 24, 2023** Friday

8:30 AM - 12:30 PM Retirement Workshop  
9:30 AM - 10:00 AM Government Relations Bureau Check-In  
12:00 PM - 5:00 PM Out of Office

**March 27, 2023** Monday

10:30 AM - 11:30 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting  
3:30 PM - 4:30 PM Human Resources Quarterly Check-In

**March 28, 2023** Tuesday

4:00 PM - 4:30 PM Directors 2x Weekly Check-in

**March 29, 2023** Wednesday

9:00 AM - 10:00 AM Staff Meeting

1:00 PM - 2:00 PM Staff Meeting

**March 30, 2023** Thursday

All Day No Meetings

**March 31, 2023** Friday

9:30 AM - 10:00 AM Government Relations Bureau Check-In

10:00 AM - 12:00 PM MLAC

12:00 PM - 5:00 PM Out of Office



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## FPDR Director's Calendar April 2023

### April 3, 2023 Monday

10:30 AM - 11:00 AM MacLeod - FPDR Trustee  
1:00 PM - 2:00 PM Staff Meeting

### April 4, 2023 Tuesday

9:00 AM - 11:00 AM Out of Office  
11:00 AM - 11:50 AM FPDR Strategic Plan Bi-Weekly Huddle  
1:00 PM - 2:30 PM FPDR Board of Trustees Meeting  
4:00 PM - 4:30 PM Directors Check-in

### April 5, 2023 Wednesday

9:00 AM - 10:00 AM Staff Meeting  
10:00 AM - 10:30 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting  
3:30 PM - 4:00 PM Staff Meeting

### April 6, 2023 Thursday

10:00 AM - 12:30 PM Litigation Review

### April 7, 2023 Friday

9:30 AM - 10:00 AM Government Relations Bureau Check-In  
12:00 PM - 5:00 PM Flex Time

### April 10, 2023 Monday

11:00 AM - 12:00 PM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting  
2:30 PM - 3:00 PM Office of Government Relations

### April 11, 2023 Tuesday

1:30 PM - 2:30 PM Mandatory In-Person Pre-Submittal Meeting RFP 00002086  
4:00 PM - 4:30 PM Directors Check-in

### April 12, 2023 Wednesday

9:00 AM - 10:00 AM Staff Meeting  
10:30 AM - 11:30 AM Staff Meeting  
12:30 PM - 5:30 PM Out of Office

### April 13, 2023 Thursday

11:30 AM - 1:00 PM Bureau Directors meeting  
1:00 PM - 4:00 PM Future of Work - Equity Considerations in Returning Employees to the Office --  
4:00 PM - 4:30 PM Directors Check-in

**April 14, 2023** Friday

9:00 AM - 9:30 AM Government Relations Bureau Check-In  
11:00 AM - 12:00 PM Staff Meeting  
12:00 PM - 5:00 PM Flex Time

**April 17, 2023** Monday

10:30 AM - 11:30 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting

**April 18, 2023** Tuesday

9:00 AM - 9:15 AM FPDR X Pregame Check In Engagement Comms (Sam X Lisa)  
11:00 AM - 11:50 AM FPDR Strategic Plan Bi-Weekly Huddle  
4:00 PM - 4:30 PM Directors Check-in

**April 19, 2023** Wednesday

9:00 AM - 10:00 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting  
3:00 PM - 5:30 PM Out of Office

**April 20, 2023** Thursday

9:30 AM - 10:00 AM FPDR X Pregame - Sam X Lisa Trustee Prep  
11:30 AM - 12:00 PM Mike J./ Sam H Check-in (Quarterly)  
2:30 PM - 3:00 PM Staff Meeting

**April 21, 2023** Friday

12:00 PM - 5:00 PM Flex Time

**April 24, 2023** Monday

9:30 AM - 10:30 AM Staff Meeting  
11:00 AM - 1:00 PM Administration Programmatic Assessment Meeting #2  
1:00 PM - 5:30 PM Out of Office

**April 25, 2023** Tuesday

9:30 AM - 10:30 AM Staff Meeting  
1:00 PM - 1:30 PM Mandatory In-Person Pre-Submittal Meeting (2 of 2) RFP 00002086  
3:30 PM - 4:30 PM FPDR Strategic Plan - Trustee Catherine MacLeod

**April 26, 2023** Wednesday

9:00 AM - 10:00 AM Staff Meeting  
11:00 AM - 11:30 AM Staff Meeting

**April 27, 2023** Thursday

8:15 AM - 9:15 AM FPDR Strategic Plan - Trustee Christopher Kulp  
11:30 AM - 1:00 PM Bureau Director Meetings

**April 28, 2023** Friday

12:00 PM - 5:00 PM Flex Time



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### FPDR Director's Calendar

#### May 2023

#### May 1, 2023 Monday

9:00 AM - 9:30 AM Staff Meeting  
9:30 AM - 11:30 AM Administration Programmatic Assessment Meeting #3  
1:00 PM - 2:00 PM Staff Meeting  
2:00 PM - 3:00 PM Staff Meeting

#### May 2, 2023 Tuesday

11:00 AM - 12:00 PM Staff Meeting  
12:30 PM - 5:30 PM Out of Office

#### May 3, 2023 Wednesday

9:00 AM - 10:00 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting  
2:00 PM - 3:00 PM Keith Hathorne - BHR

#### May 4, 2023 Thursday

10:00 AM - 12:30 PM Litigation Review  
1:00 PM - 1:30 PM Staff Meeting

#### May 5, 2023 Friday

9:30 AM - 10:00 AM Government Relations Bureau Check-In  
10:00 AM - 11:00 AM Manager Meeting  
11:00 AM - 11:30 AM Staff Meeting  
12:00 PM - 5:00 PM Flex Time

#### May 8, 2023 Monday

10:30 AM - 11:30 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting

#### May 9, 2023 Tuesday

10:00 AM - 10:30 AM Staff Meeting

#### May 10, 2023 Wednesday

9:00 AM - 10:00 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting

#### May 11, 2023 Thursday

11:30 AM - 1:00 PM Bureau Directors meeting  
12:30 PM - 5:00 PM Out of Office

**May 12, 2023** Friday

9:00 AM - 9:30 AM Government Relations Bureau Check-In  
12:00 PM - 5:00 PM Flex Time

**May 15, 2023** Monday

9:30 AM - 10:30 AM Administration Programmatic Assessment Meeting #4  
10:30 AM - 5:00 PM Out of Office

**May 16, 2023** Tuesday

11:00 AM - 11:50 AM FPDR Strategic Plan Bi-Weekly Huddle  
1:00 PM - 2:00 PM Staff Meeting  
4:00 PM - 4:30 PM Directors Check-in

**May 17, 2023** Wednesday

9:00 AM - 10:00 AM Staff Meeting  
10:30 AM - 11:30 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting  
2:00 PM - 2:30 PM Keith Hathorne - BHR

**May 18, 2023** Thursday

10:00 AM - 11:30 AM Pregame x FPDR: All Staff Workshop - Goal Breakdown  
11:45 AM - 12:00 PM Staff Meeting  
12:30 PM - 1:00 PM Staff Meeting  
1:30 PM - 2:00 PM Staff Meeting  
4:14 PM - 4:44 PM Catherine MacLeod - Trustee

**May 19, 2023** Friday

8:30 AM - 12:30 PM May Pension Workshop  
9:00 AM - 9:30 AM Government Relations Bureau Check-In  
12:30 PM - 5:00 PM Flex Time

**May 22, 2023** Monday

All Day Out of Office  
1:00 PM - 2:00 PM Staff Meeting

**May 23, 2023** Tuesday

9:00 AM - 9:30 AM Staff Meeting  
10:00 AM - 11:00 AM Staff Meeting  
1:00 PM - 3:00 PM FPDR Board of Trustees Meeting

**May 24, 2023** Wednesday

9:00 AM - 10:00 AM Staff Meeting  
10:30 AM - 11:15 AM FPDR/ Security Discussion - Manny Guerra  
12:30 PM - 1:00 PM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting  
3:00 PM - 3:30 PM Keith Hathorne - BHR

**May 25, 2023** Thursday

9:00 AM - 10:00 AM Pregame x FPDR: Stakeholder Input Synthesis Briefing for FPDR Staff  
11:30 AM - 1:00 PM Bureau Director Meetings  
3:00 PM - 4:00 PM Charter Employee Town Hall  
4:00 PM - 4:30 PM Directors Check-in

**May 26, 2023** Friday

7:30 AM - 11:30 AM Out of Office  
9:00 AM - 9:30 AM Government Relations Bureau Check-In  
11:30 AM - 4:30 PM Flex Time

**May 29, 2023** Monday

All Day Memorial Day

**May 30, 2023** Tuesday

9:30 AM - 10:00 AM Staff Meeting  
10:00 AM - 10:30 AM Staff Meeting  
11:00 AM - 12:00 PM Staff Meeting  
1:00 PM - 1:30 PM Staff Meeting  
1:30 PM - 2:00 PM Staff Meeting  
3:30 PM - 5:00 PM Out of Office

**May 31, 2023** Wednesday

9:00 AM - 10:00 AM Staff Meeting  
12:30 PM - 1:00 PM FPDR Strategic Plan Check in (Sam x Lisa x Ciara)  
1:00 PM - 2:00 PM Staff Meeting



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### FPDR Director's Calendar

#### June 2023

#### June 1, 2023 Thursday

10:00 AM - 12:30 PM Litigation Review  
1:00 PM - 2:00 PM Keith Hathorne - HRBP

#### June 2, 2023 Friday

9:30 AM - 10:00 AM Government Relations Bureau Check-In  
11:30 AM - 4:30 PM Flex Time

#### June 5, 2023 Monday

10:00 AM - 11:00 AM Administration Programmatic Assessment Meeting #5  
11:00 AM - 12:00 PM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting  
2:00 PM - 2:30 PM Staff Meeting

#### June 6, 2023 Tuesday

11:00 AM - 12:00 PM FPDR Strategic Plan Project Weekly Huddle

#### June 7, 2023 Wednesday

9:00 AM - 10:00 AM Staff Meeting  
10:30 AM - 11:00 AM Keith Hathorne - HRBP  
1:00 PM - 2:00 PM Staff Meeting  
2:00 PM - 3:00 PM Staff Meeting

#### June 8, 2023 Thursday

9:00 AM - 4:00 PM City Organization Retreat

#### June 9, 2023 Friday

7:30 AM - 11:30 AM Out of Office  
11:30 AM - 4:30 PM Flex Time

#### June 12, 2023 Monday

10:30 AM - 11:30 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting

#### June 13, 2023 Tuesday

4:00 PM - 4:30 PM Directors Check-in

#### June 14, 2023 Wednesday

9:00 AM - 10:00 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting

**June 15, 2023** Thursday

4:00 PM - 4:30 PM Directors Check-in

**June 16, 2023** Friday

9:00 AM - 9:30 AM Government Relations Bureau Check-In

11:30 AM - 4:30 PM Flex Time

**June 19, 2023** Monday

All Day Juneteenth

**June 20, 2023** Tuesday

7:30 AM - 1:00 PM Out of Office

**June 21, 2023** Wednesday

9:00 AM - 10:00 AM Staff Meeting

1:00 PM - 2:00 PM Staff Meeting

**June 22, 2023** Thursday

10:00 AM - 11:15 AM FPDR Strategic Plan Project Weekly Huddle

12:30 PM - 1:00 PM Bureau Director Meetings

1:00 PM - 5:00 PM Organizational development design charette

**June 23, 2023** Friday

9:30 AM - 10:00 AM Government Relations Bureau Check-In

11:00 AM - 11:30 AM Procurement

11:30 AM - 4:30 PM Flex Time

**June 26, 2023** Monday

All Day Out of Office

**June 27, 2023** Tuesday

All Day Out of Office

**June 28, 2023** Wednesday

All Day Out of Office

**June 29, 2023** Thursday

All Day Out of Office

**June 30, 2023** Friday

All Day Out of Office



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## FPDR Director's Calendar July 2023

### June 26, 2023 Monday

All Day Out of Office

### June 27, 2023 Tuesday

All Day Out of Office

### June 28, 2023 Wednesday

All Day Out of Office

### June 29, 2023 Thursday

All Day Out of Office

### June 30, 2023 Friday

All Day Out of Office

### July 3, 2023 Monday

All Day Out of Office

### July 4, 2023 Tuesday

All Day Independence Day

### July 5, 2023 Wednesday

7:30 AM - 1:00 PM Out of Office

1:00 PM - 2:00 PM Staff Meeting

2:00 PM - 2:30 PM Staff Meeting

### July 6, 2023 Thursday

10:00 AM - 12:30 PM Litigation Review

2:30 PM - 3:00 PM Paul Stewart, Facilities

4:00 PM - 4:30 PM Directors Check-in

### July 7, 2023 Friday

11:30 AM - 4:30 PM Flex Time

### July 10, 2023 Monday

10:00 AM - 10:30 AM Sarah Boone, Retirement

11:00 AM - 1:00 PM Admin Service Delivery Transition

1:00 PM - 2:00 PM Staff Meeting

**July 11, 2023** Tuesday

10:30 AM - 11:30 AM Staff Meeting  
4:00 PM - 4:30 PM Directors Check-in

**July 12, 2023** Wednesday

9:00 AM - 10:00 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting

**July 13, 2023** Thursday

11:30 AM - 1:00 PM Bureau Directors meeting  
4:00 PM - 4:30 PM Directors Check-in

**July 14, 2023** Friday

11:30 AM - 4:30 PM Flex Time

**July 17, 2023** Monday

1:00 PM - 2:00 PM Staff Meeting  
2:00 PM - 5:00 PM Out of Office

**July 18, 2023** Tuesday

4:00 PM - 4:30 PM Directors Check-in

**July 19, 2023** Wednesday

9:00 AM - 10:00 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting

**July 20, 2023** Thursday

8:30 AM - 12:30 PM City Organization Workshop #2  
1:30 PM - 2:00 PM Mike Jordan Check-in (Quarterly)  
2:00 PM - 2:30 PM Staff Meeting  
4:00 PM - 4:30 PM Directors Check-in

**July 21, 2023** Friday

10:00 AM - 11:00 AM FPDR Annual Calibration  
11:30 AM - 4:30 PM Flex Time

**July 24, 2023** Monday

10:00 AM - 10:30 AM Keith Hathorne - BHR  
1:00 PM - 2:00 PM Staff Meeting  
2:30 PM - 4:30 PM Admin Service Delivery Transition

**July 25, 2023** Tuesday

1:00 PM - 1:30 PM FPDR Board of Trustees Meeting

**July 26, 2023** Wednesday

9:00 AM - 10:00 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting

**July 27, 2023** Thursday

10:00 AM - 10:30 AM Keith Hathorne - BHR  
11:30 AM - 1:00 PM Portland ELT Panel: "Centering Equity through Organizational Change"  
3:30 PM - 4:30 PM Staff Meeting

**July 28, 2023** Friday

11:00 AM - 11:30 AM Christi Vermillion - Hyphn

11:30 AM - 4:30 PM Flex Time

**July 31, 2023** Monday

11:00 AM - 11:30 AM Judith Mowry, Office of Equity and Human Rights

11:30 AM - 12:00 PM Grace Zarpak, Commissioners Gonzalez's Office

1:00 PM - 2:00 PM Staff Meeting



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### FPDR Director's Calendar

#### August 2023

#### August 1, 2023 Tuesday

4:00 PM - 4:30 PM Directors Check-in

#### August 2, 2023 Wednesday

9:00 AM - 12:00 PM City Council

1:00 PM - 2:00 PM Staff Meeting

2:30 PM - 3:00 PM Staff Meeting

#### August 3, 2023 Thursday

11:30 AM - 1:00 PM Bureau Directors Monthly Meeting

2:00 PM - 3:00 PM Admin Service Delivery Transition Meeting

#### August 4, 2023 Friday

11:30 AM - 4:30 PM Flex Time

#### August 7, 2023 Monday

1:00 PM - 2:00 PM Staff Meeting

#### August 8, 2023 Tuesday

All Day No Meetings

#### August 9, 2023 Wednesday

9:00 AM - 10:30 AM Staff Meeting

12:00 PM - 5:00 PM Out of Office

#### August 10, 2023 Thursday

9:00 AM - 10:00 AM Staff Meeting

2:00 PM - 4:30 PM Litigation Review Meetings

#### August 11, 2023 Friday

7:30 AM - 11:30 AM Out of Office

11:30 AM - 5:00 PM Flex Time

#### August 14, 2023 Monday

10:30 AM - 11:30 AM Staff Meeting

1:00 PM - 2:00 PM Staff Meeting

3:00 PM - 3:30 PM Code & Charter Match - Bureau Reps. Monthly Check in

#### August 15, 2023 Tuesday

11:30 AM - 1:00 PM Portland ELT Panel: "Understanding Deputy Administrator Roles and Responsibilities"

4:00 PM - 4:30 PM Directors Check-in

**August 16, 2023** Wednesday

9:00 AM - 10:00 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting  
3:00 PM - 3:30 PM Staff Meeting

**August 17, 2023** Thursday

9:30 AM - 4:30 PM City Organization Retreat

**August 18, 2023** Friday

10:00 AM - 11:00 AM Managers  
11:30 AM - 4:30 PM Flex Time

**August 21, 2023** Monday

10:30 AM - 11:30 AM Staff Meeting

**August 23, 2023** Wednesday

9:30 AM - 10:15 AM Staff Meeting  
10:30 AM - 11:30 AM All Bureau Meeting  
1:00 PM - 2:00 PM Staff Meeting

**August 24, 2023** Thursday

11:30 AM - 1:00 PM Bureau Director Meetings

**August 25, 2023** Friday

11:30 AM - 4:30 PM Flex Time

**August 28, 2023** Monday

10:30 AM - 11:30 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting

**August 29, 2023** Tuesday

4:00 PM - 4:30 PM Directors Check-in

**August 30, 2023** Wednesday

9:00 AM - 10:00 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting

**August 31, 2023** Thursday

4:00 PM - 4:30 PM Directors Check-in



# FIRE AND POLICE DISABILITY AND RETIREMENT City of Portland, Oregon



1800 SW First Ave., Suite 250, Portland, OR 97201 · (503) 823-6823 · Fax: (503) 823-5166

Samuel Hutchison, Director

[fpdr@portlandoregon.gov](mailto:fpdr@portlandoregon.gov)

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## FPDR Director's Calendar September 2023

### September 1, 2023 Friday

11:30 AM - 4:30 PM Out of Office

### September 4, 2023 Monday

10:30 AM - 11:30 AM Staff Meeting

1:00 PM - 2:00 PM Staff Meeting

### September 5, 2023 Tuesday

4:00 PM - 4:30 PM Directors Check-in

### September 6, 2023 Wednesday

9:00 AM - 10:00 AM Staff Meeting

1:00 PM - 2:00 PM Staff Meeting

### September 7, 2023 Thursday

11:30 AM - 1:00 PM Bureau Directors Monthly Meeting

4:00 PM - 4:30 PM Directors Check-in

### September 8, 2023 Friday

11:30 AM - 4:30 PM Out of Office

### September 11, 2023 Monday

10:00 AM - 11:00 AM SF Performance Reviews Steering Committee Meeting

11:00 AM - 12:00 PM Staff Meeting

### September 12, 2023 Tuesday

1:00 PM - 2:00 PM Staff Meeting

### September 13, 2023 Wednesday

9:00 AM - 10:00 AM Staff Meeting

10:30 AM - 11:30 AM All Bureau Meeting

1:00 PM - 2:00 PM Staff Meeting

2:00 PM - 4:30 PM Litigation Review

### September 14, 2023 Thursday

11:30 AM - 12:30 PM Bureau Directors meeting

### September 15, 2023 Friday

11:30 AM - 4:30 PM Out of Office

**September 18, 2023** Monday

9:00 AM - 10:00 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting  
4:00 PM - 5:00 PM Bureau Chiefs and Commissioner Gonzalez

**September 19, 2023** Tuesday

All Day No Meetings

**September 20, 2023** Wednesday

9:00 AM - 10:00 AM Staff Meeting  
10:30 AM - 11:30 AM State of FPDR Run-through - Staff  
1:00 PM - 2:00 PM Staff Meeting

**September 21, 2023** Thursday

9:00 AM - 10:00 AM Employee Town Hall on City Transition

**September 22, 2023** Friday

7:30 AM - 11:30 AM Out of Office  
11:30 AM - 4:30 PM Flex Time

**September 25, 2023** Monday

10:30 AM - 11:30 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting  
2:30 PM - 3:30 PM Keith Hathorne HRBP

**September 26, 2023** Tuesday

1:00 PM - 4:00 PM FPDR Board of Trustees Meeting

**September 27, 2023** Wednesday

9:00 AM - 10:00 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting

**September 28, 2023** Thursday

All Day Out of Office

**September 29, 2023** Friday

All Day Out of Office



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### FPDR Director's Calendar

#### October 2023

#### October 2, 2023 Monday

8:30 AM - 9:00 AM Staff Meeting  
9:30 AM - 10:00 AM Haley Blonsley - Mayor's Office  
10:30 AM - 11:30 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting  
3:00 PM - 5:00 PM Out of Office

#### October 3, 2023 Tuesday

4:00 PM - 5:00 PM Bureau Directors Meeting -- MS Teams; & room 1501 TPB

#### October 4, 2023 Wednesday

9:00 AM - 10:00 AM Staff Meeting  
10:30 AM - 11:30 AM Staff Meeting  
2:30 PM - 3:00 PM Commissioner Gonzalez's Staff

#### October 5, 2023 Thursday

10:30 AM - 11:00 AM Staff Meeting

#### October 6, 2023 Friday

7:30 AM - 11:30 AM Out of Office  
11:30 AM - 4:30 PM Flex Time

#### October 9, 2023 Monday

10:30 AM - 11:30 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting

#### October 10, 2023 Tuesday

8:00 AM - 5:00 PM Northwest Public Employees Diversity Conference

#### October 11, 2023 Wednesday

9:00 AM - 10:00 AM Staff Meeting  
10:30 AM - 11:30 AM FPDR Mangers  
11:30 AM - 12:00 PM Staff Meeting  
1:30 PM - 2:00 PM Kaci Spurlock - Procurement

#### October 12, 2023 Thursday

1:30 PM - 2:00 PM Staff Meeting

#### October 13, 2023 Friday

7:30 AM - 11:30 AM Out of Office  
11:30 AM - 4:30 PM Flex Time

**October 16, 2023** Monday

10:00 AM - 10:30 AM Martine Lopez - Janitorial Contract  
10:30 AM - 11:30 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting  
2:30 PM - 3:00 PM Code & Charter Match - Bureau Reps. Monthly Check in

**October 17, 2023** Tuesday

11:00 AM - 11:30 AM Staff Meeting  
4:00 PM - 4:30 PM Directors Check-in

**October 18, 2023**

Wednesday

8:30 AM - 9:30 AM November Retirement Workshop -- Microsoft Teams Meeting  
1:00 PM - 2:00 PM Staff Meeting  
3:00 PM - 4:00 PM Staff Meeting

**October 19, 2023** Thursday

All Day No Meetings

**October 20, 2023** Friday

7:30 AM - 11:30 AM Out of Office  
11:30 AM - 4:30 PM Flex Time

**October 23, 2023** Monday

10:00 AM - 11:00 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting

**October 24, 2023** Tuesday

9:30 AM - 10:00 AM Michael Jordan - CAO  
10:00 AM - 11:00 AM Staff Meeting  
11:30 AM - 12:00 PM Staff Meeting  
1:00 PM - 5:00 PM FPDR Board of Trustees Meeting

**October 25, 2023** Wednesday

9:30 AM - 10:30 AM City Council Meeting  
1:00 PM - 2:00 PM Staff Meeting  
2:00 PM - 3:00 PM City Attorney's Office

**October 26, 2023** Thursday

11:30 AM - 1:00 PM Bureau Director Meetings

**October 27, 2023** Friday

11:30 AM - 4:30 PM Flex Time

**October 30, 2023** Monday

10:30 AM - 11:30 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting

**October 31, 2023** Tuesday

12:00 PM - 5:00 PM Flex Time



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## FPDR Director's Calendar November 2023

### November 1, 2023 Wednesday

1:00 PM - 2:00 PM Staff Meeting  
2:30 PM - 3:00 PM Staff Meeting  
3:00 PM - 4:00 PM Staff Meeting  
4:15 PM - 4:45 PM Staff Meeting

### November 2, 2023 Thursday

10:00 AM - 12:30 PM Litigation Review

### November 3, 2023 Friday

7:30 AM - 4:30 PM SBH 22nd Annual Oregon Workshop -- Webinar

### November 6, 2023 Monday

10:30 AM - 11:30 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting  
2:00 PM - 3:00 PM Keith Hathorne - HRBP

### November 7, 2023 Tuesday

10:00 AM - 11:00 AM Managers Meeting  
1:30 PM - 2:30 PM Nick Coffee - Commissioner Gonzalez's office

### November 8, 2023 Wednesday

9:00 AM - 10:00 AM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting

### November 10, 2023 Friday

All Day Veterans Day

### November 13, 2023 Monday

10:00 AM - 11:00 AM SF Performance Reviews Steering Committee Meeting  
11:00 AM - 12:00 PM Staff Meeting  
1:00 PM - 2:00 PM Staff Meeting  
2:00 PM - 2:30 PM Keith Hathorne - BHR  
3:00 PM - 3:30 PM Staff Meeting  
4:30 PM - 5:00 PM Catherine MacLeod - Trustee

### November 14, 2023 Tuesday

10:00 AM - 11:00 AM Staff Meeting  
1:00 PM - 3:30 PM FPDR Board of Trustees Meeting

**November 15, 2023** Wednesday

9:00 AM - 10:00 AM Staff Meeting

10:30 AM - 11:30 AM All Bureau Meeting

**November 16, 2023** Thursday

All Day No Meetings

**November 17, 2023** Friday

**11:30 AM - 4:30 PM Flex Time**

**November 20, 2023** Monday

All Day Out of Office

**November 21, 2023** Tuesday

All Day Out of Office

**November 22, 2023** Wednesday

All Day Out of Office

**November 23, 2023** Thursday

All Day Thanksgiving

**November 24, 2023** Friday

All Day Thanksgiving

**November 27, 2023** Monday

8:00 AM - 1:00 PM Out of Office

1:00 PM - 2:00 PM Staff Meeting

**November 28, 2023** Tuesday

All Day No Meetings

**November 29, 2023** Wednesday

9:00 AM - 10:00 AM Staff Meeting

10:30 AM - 11:30 AM Staff Meeting

**November 30, 2023** Thursday

All Day No Meetings



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### FPDR Director's Calendar

#### <Month/Year>

#### **December 1, 2023** Friday

11:30 AM - 4:30 PM Flex Time

#### **December 4, 2023** Monday

10:30 AM - 11:30 AM Staff Meeting

1:00 PM - 2:00 PM Staff Meeting

#### **December 5, 2023** Tuesday

2:00 PM - 3:30 PM FPDR Holiday Party

4:00 PM - 4:30 PM Directors Check-in

#### **December 6, 2023** Wednesday

9:00 AM - 10:00 AM Staff Meeting

11:00 AM - 12:00 PM BillTracker Training (Use this one)

12:30 PM - 5:00 PM Out of Office

#### **December 7, 2023** Thursday

10:00 AM - 12:30 PM Litigation Review

2:00 PM - 3:00 PM Staff Meeting

3:00 PM - 3:30 PM Staff Meeting

4:00 PM - 4:30 PM Directors Check-in

#### **December 8, 2023** Friday

All Day Out of Office

#### **December 11, 2023** Monday

1:00 PM - 2:00 PM Staff Meeting

#### **December 12, 2023** Tuesday

10:00 AM - 11:30 AM BTS TTX (Vital Records)

#### **December 13, 2023** Wednesday

9:00 AM - 10:00 AM Staff Meeting

3:00 PM - 5:00 PM Out of Office

#### **December 14, 2023** Thursday

11:30 AM - 1:00 PM Bureau Directors meeting

#### **December 15, 2023** Friday

11:30 AM - 4:30 PM Flex Time

**December 18, 2023** Monday

All Day Out of Office

**December 19, 2023** Tuesday

All Day Out of Office

1:00 PM - 2:00 PM FPDR Board of Trustees Special Meeting

**December 20, 2023** Wednesday

All Day Out of Office

**December 21, 2023** Thursday

All Day Out of Office

**December 22, 2023** Friday

All Day Out of Office

**December 25, 2023** Monday

All Day Christmas

**December 27, 2023** Wednesday

All Day Out of Office

**December 29, 2023** Friday

11:30 AM - 4:30 PM Flex Time