

January 2024

▲ Mon, Jan 1

- ☐ All Day Sameer OOO
 - ☒ All Day New Years Day
 - ☐ All Day MR-off-vacation
 - ☒ Before 12:25 AM 2
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▲ Tue, Jan 2

- ☐ All Day Sameer OOO
- ☒ Before 8:00 AM
- ☐ 8:00 AM – 8:30 AM
- ☒ 8:30 AM – 9:00 AM Community Safety Divisions Leadership Briefings
- ☒ 9:00 AM – 9:30 AM Weekly 1:1 with Elisabeth Perez
- ☒ 9:30 AM – 10:00 AM Mike Myers & Abbey Stamp Weekly Meeting
- ☐ 10:00 AM – 12:00 PM
- ☒ 12:00 PM – 1:00 PM LUNCH - DO NOT SCHEDULE (email Marie Rhoden)
- ☒ 1:00 PM – 1:30 PM Virtual 1:1 monthly meeting with Bob Cozzie/Mike Myers
- ☒ 1:30 PM – 2:00 PM MEET: Mike Myers/Dan Douthit check-in
- ☐ 2:00 PM – 2:30 PM
- ☒ 2:30 PM – 3:00 PM
- ☐ 3:00 PM – 4:00 PM
- ☐ 4:00 PM – 4:30 PM Canceled: Bureau Directors Meeting

☐ 4:30 PM – 5:00 PM

☐ After 5:00 PM

▲ Wed, Jan 3

☐ All Day Sameer OOO

☐ All Day

☐ Before 8:00 AM

☐ 8:00 AM – 9:00 AM

☒ 9:00 AM – 9:30 AM NE Broadway + Lloyd - Problem solver meeting

☒ 9:15 AM – 9:45 AM Community Safety Director and Cmr. Gonzalez check in

☐ 9:45 AM – 10:00 AM

☒ 10:00 AM – 10:45 AM In-person Brandy Westerman's 90 day-review / 1:1

☐ 10:45 AM – 11:00 AM

☒ 11:00 AM – 11:30 AM travel to next meeting

☒ 11:00 AM – 12:00 PM Downtown Problem Solvers Meeting Series (south of Burnside)

☒ 11:30 AM – 1:00 PM In person Trauma Informed Practice meeting

☒ 1:00 PM – 2:00 PM Lunch w/Commissioner

☒ 2:00 PM – 2:45 PM In-Person follow up meeting of 12/8 BCE meeting

☐ 2:45 PM – 3:00 PM

☒ 3:00 PM – 3:30 PM Community Safety Chiefs Bi-Weekly Check-in

☒ 3:30 PM – 4:15 PM Apricot

☒ 4:15 PM – 5:00 PM

☐ After 5:00 PM

▲ Thu, Jan 4

	All Day	Sameer OOO
	All Day	--Out Sick--
	8:30 AM – 9:00 AM	Community Safety Divisions Leadership Briefings
	9:00 AM – 10:30 AM	Emergency Management Steering Committee
	3:00 PM – 3:30 PM	Mike J & Mike Myers check-in

▲ Fri, Jan 5

	Before 8:00 AM	
	8:00 AM – 8:30 AM	Check in with Elisabeth Perez
	8:00 AM – 9:00 AM	Public Health & Safety Service Coordination Call
	8:30 AM – 9:00 AM	Weekly Check-in Marie Rhoden/Mike Myers
	9:00 AM – 11:00 AM	In-Person meeting with Fire Bureau
	11:00 AM – 11:30 AM	
	11:30 AM – 1:00 PM	Black Community Elder Bi-Weekly Meeting
	1:00 PM – 1:30 PM	LUNCH - DO NOT SCHEDULE (email Marie Rhoden)
	1:30 PM – 2:00 PM	
	2:00 PM – 2:30 PM	
	2:30 PM – 3:00 PM	Virtual Technical Assistance Meeting
	3:00 PM – 3:45 PM	Virtual meeting with Judith Mowry/Marcell/Djimet Dogo/Corinne Frechette
	3:00 PM – 3:50 PM	meet
	3:45 PM – 5:00 PM	
	After 5:00 PM	

▲ **Sat, Jan 6**

☐ **All Day**

▲ **Sun, Jan 7**

☒ Before 12:25 AM 2

☐ **After 12:25 AM**

▲ **Mon, Jan 8**

☐ All Day Sierra at University of Chicago - CVILA

☐ **Before 8:00 AM**

☐ **8:00 AM – 8:30 AM**

☒ 8:30 AM – 9:00 AM Community Safety Divisions Leadership Briefings

☐ **9:00 AM – 9:30 AM**

☐ 9:30 AM – 11:00 AM Canceled: OMF Leadership Team

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

☒ 10:00 AM – 10:30 AM New NW Sub District Problem Solver Meeting Series

☒ 10:30 AM – 11:00 AM Virtual 1:1 monthly meeting with Ryan Gillespie/Mike Myers

☒ 11:00 AM – 12:00 PM /Lunch

☒ 12:00 PM – 1:00 PM Management & Communications Meeting

☒ 1:00 PM – 1:30 PM Bi-Monthly Meeting: Mike Myers/Cmr Ryan (Kellie & Darion)

☒ 1:30 PM – 2:00 PM Mila Mimica/Mike meet

- ☐ **2:00 PM – 2:15 PM**
 - ☒ 2:15 PM – 2:45 PM Monthly 1:1 meeting with Chief Bob Day
 - ☐ **2:45 PM – 3:45 PM**
 - ☒ 3:45 PM – 4:30 PM
 - ☒ 4:30 PM – 5:00 PM Mayor's Briefing on TASS 2 and 3 (Skye)
 - ☐ **After 5:00 PM**
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▲ **Tue, Jan 9**

- ☐ All Day Sierra at University of Chicago - CVILA
- ☐ **Before 8:00 AM**
- ☐ **8:00 AM – 8:30 AM**
- ☒ 8:30 AM – 9:00 AM Community Safety Divisions Leadership Briefings
- ☒ 9:00 AM – 9:30 AM Weekly 1:1 with Elisabeth Perez
- ☐ **9:30 AM – 10:00 AM**
- ☒ 10:00 AM – 10:25 AM
- ☐ **10:25 AM – 10:30 AM**
- ☒ 10:30 AM – 11:00 AM Mike/Stephanie check-in
- ☐ **11:00 AM – 11:30 AM**
- ☒ 11:30 AM – 12:15 PM LUNCH - DO NOT SCHEDULE (email Marie Rhoden)
- ☐ **12:15 PM – 2:00 PM**
- ☒ 2:00 PM – 2:45 PM Virtual-meeting with Marcell/Sierra Ellis/Mike Myers/Brandy Westerman
- ☐ **2:45 PM – 4:00 PM**
- ☒ 4:00 PM – 4:30 PM Virtual 1:1 with Sam Chase/Mike Myers
- ☐ 4:30 PM – 5:00 PM ***Teams meeting Only***

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After 5:00 PM

▲ Wed, Jan 10

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All Day

Sierra at University of Chicago - CVILA

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Before 8:00 AM

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8:00 AM – 9:10 AM

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9:10 AM – 9:45 AM

Calendar Review with Marie

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9:45 AM – 10:00 AM

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10:00 AM – 10:45 AM

Virtual meeting with Deputy Director Ian Santee

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10:45 AM – 11:00 AM

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11:00 AM – 11:30 AM

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11:00 AM – 12:00 PM

Old Town Problem Solvers Meeting Series

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12:00 PM – 1:00 PM

LUNCH - DO NOT SCHEDULE (email Marie Rhoden)

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12:30 PM – 12:45 PM

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1:00 PM – 1:30 PM

Virtual meeting with Mike Myers/Elisabeth Perez/Dan Douthit

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1:30 PM – 2:00 PM

CSD/Mayor Staff Bi-Weekly Check-In

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2:00 PM – 4:00 PM

90-day Emergency Response

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4:00 PM – 5:00 PM

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After 5:00 PM

▲ Thu, Jan 11

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All Day

Sierra at University of Chicago - CVILA

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Before 8:00 AM

	8:00 AM – 8:30 AM	
	8:30 AM – 9:00 AM	Community Safety Divisions Leadership Briefings
	9:00 AM – 9:45 AM	Monthly Meeting with Mike Myers/Commissioner Mapps
	9:30 AM – 10:00 AM	CEID Problem Solver Meeting
	10:00 AM – 11:30 AM	**Room Change** Project Management Training (Keren Ceballos & Jenni Pullen) In-person training
	10:30 AM – 10:55 AM	Public Safety Service Area: Strategy & Performance Check In
	11:30 AM – 1:00 PM	Thursday ELT
	1:00 PM – 2:30 PM	LUNCH - DO NOT SCHEDULE (email Marie Rhoden)
	2:30 PM – 3:00 PM	***Travel to next meeting***
	3:00 PM – 3:30 PM	Mike J & Mike Myers check-in
	3:30 PM – 5:00 PM	
	After 5:00 PM	

Fri, Jan 12

	All Day	Sierra at University of Chicago - CVILA
	All Day	Working Remotely Today - 8:00am -5:00pm
	Before 8:00 AM	
	8:00 AM – 9:00 AM	Public Health & Safety Service Coordination Call
	8:30 AM – 9:00 AM	
	9:00 AM – 9:30 AM	Success Factor - Refine Check-in Elisabeth Perez
	9:30 AM – 10:30 AM	
	10:30 AM – 11:00 AM	
	11:00 AM – 11:30 AM	Success Factor -Refine 1:1 Brandy Westerman

- ☐ **11:30 AM – 12:00 PM**
 - ☒ 12:00 PM – 12:45 PM 12:00pm Prep for Governor Kotek/Mayor Wheeler/Chair Vega Pederson meeting
 - ☒ 12:30 PM – 1:00 PM URGENT: Teams meeting RE early release
 - ☒ 1:00 PM – 1:50 PM Budget Development: CSD - Work Session
 - ☐ **1:50 PM – 2:00 PM**
 - ☒ 2:00 PM – 4:00 PM Virtual Ceasefire/OVP meeting
 - ☒ 4:00 PM – 5:00 PM
 - ☐ **After 5:00 PM**
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▲ **Sat, Jan 13 – Sun, Jan 14**

- ☐ **All Day**
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▲ **Mon, Jan 15**

- ☒ **All Day** Martin Luther King's Day - OOO
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▲ **Tue, Jan 16**

- ☐ **Before 8:00 AM**
- ☐ **8:00 AM – 8:30 AM**
- ☒ 8:30 AM – 9:00 AM Community Safety Divisions Leadership Briefings
- ☒ 9:00 AM – 9:30 AM Weekly 1:1 with Elisabeth Perez
- ☐ **9:30 AM – 10:00 AM**
- ☒ 10:00 AM – 10:30 AM

	10:30 AM – 11:00 AM	Monthly meeting with Sierra Ellis/Elisabeth Perez
	11:00 AM – 12:00 PM	
	12:00 PM – 1:00 PM	LUNCH - DO NOT SCHEDULE (email Marie Rhoden)
	1:00 PM – 1:30 PM	MEET: Cmr. Rubio/Dir. Mike Myers, Community Safety Division, monthly (Angela)
	1:30 PM – 1:45 PM	
	1:45 PM – 2:15 PM	Bi-Weekly 1:1 with Sameer Kanal
	2:15 PM – 2:30 PM	
	2:30 PM – 3:00 PM	MEET: Mike/Dan check-in
	3:00 PM – 3:50 PM	
	3:50 PM – 4:00 PM	
	4:00 PM – 4:30 PM	Bureau Director meeting
	4:30 PM – 4:55 PM	Budget Development: CSD
	4:55 PM – 5:00 PM	
	After 5:00 PM	

▲ **Wed, Jan 17**

	All Day	
	Before 5:00 AM	
	5:00 AM – 5:30 AM	County Operations Call
	5:30 AM – 8:00 AM	
	8:00 AM – 9:00 AM	
	9:00 AM – 9:30 AM	Connect: IPR & PAC
	9:00 AM – 9:30 AM	NE Broadway + Lloyd - Problem solver meeting
	9:30 AM – 11:30 AM	Hold - Gun Violence: 1st Presentation Run-Through

	11:00 AM – 12:00 PM	Downtown Problem Solvers Meeting Series (south of Burnside)
	11:30 AM – 12:00 PM	
	12:00 PM – 12:30 PM	
	12:30 PM – 1:30 PM	LUNCH - DO NOT SCHEDULE (email Marie Rhoden)
	1:30 PM – 3:00 PM	
	3:00 PM – 3:30 PM	Community Safety Chiefs Bi-Weekly Check-in
	3:30 PM – 5:00 PM	
	After 5:00 PM	

▲ **Thu, Jan 18**

	Before 8:00 AM	
	8:00 AM – 8:30 AM	
	8:30 AM – 9:00 AM	Community Safety Division Leadership Briefing
	9:00 AM – 10:00 AM	
	10:00 AM – 11:00 AM	Public Safety Planning - Urgent
	11:00 AM – 11:30 AM	
	11:30 AM – 12:00 PM	MEET: PSR Audit Findings
	12:00 PM – 1:00 PM	LUNCH - DO NOT SCHEDULE (email Marie Rhoden)
	12:00 PM – 5:00 PM	Block
	3:00 PM – 3:30 PM	Mike J & Mike Myers check-in
	After 5:00 PM	

▲ **Fri, Jan 19**

☐	Before 8:00 AM	
☒	8:00 AM – 9:00 AM	Public Health & Safety Service Coordination Call
☐	9:00 AM – 10:00 AM	
☐	10:00 AM – 10:30 AM	Connect: IPR & PAC
☐	10:30 AM – 11:30 AM	
☐	11:30 AM – 1:00 PM	Black Community Elder Bi-Weekly Meeting
☐	1:00 PM – 1:30 PM	LUNCH - DO NOT SCHEDULE (email Marie Rhoden)
☐	1:30 PM – 2:00 PM	Question on city facilities use for state 90 day emergency
☐	2:00 PM – 2:45 PM	
☐	2:45 PM – 3:30 PM	Virtual meeting: Discuss technical assistance scope and advancement request
☐	3:30 PM – 4:00 PM	
☐	4:00 PM – 4:30 PM	BOEC/PBEM Gun Violence Notifications
☐	4:30 PM – 5:00 PM	
☐	After 5:00 PM	

▲ Sat, Jan 20 – Sun, Jan 21

☐	All Day	
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▲ Mon, Jan 22

☐	Before 8:00 AM	
☐	8:00 AM – 12:30 PM	In-Person New hire onboarding
☐	8:30 AM – 9:00 AM	Community Safety Divisions Leadership Briefings

- ☒ 9:00 AM – 10:00 AM Meeting with Jacob Brostoff/Sarah Berkemeier/Marquis Fudge/Elisabeth Perez
- ☒ 10:00 AM – 10:30 AM
- ☒ 10:00 AM – 10:30 AM New NW Sub District Problem Solver Meeting Series
- ☒ 11:30 AM – 1:00 PM Lunch
- ☒ 1:00 PM – 1:30 PM
- ☒ 1:30 PM – 3:00 PM HOLD: LPSCC meeting
- ☒ 1:30 PM – 3:00 PM LPSCC Council Meeting
- ☒ 3:00 PM – 3:30 PM Gun violence presser meet
- ☒ 3:30 PM – 4:00 PM
- ☒ 4:00 PM – 4:30 PM Quick check in
- ☒ 4:30 PM – 5:00 PM

☐ **After 5:00 PM**

Tue, Jan 23

☐ **Before 7:00 AM**

☒ 7:00 AM – 7:30 AM Mike Myers & PFB Ryan Gillespie

☐ **7:30 AM – 8:00 AM**

☒ 8:00 AM – 8:30 AM

☒ 8:30 AM – 9:00 AM Community Safety Divisions Leadership Briefings

☐ **9:00 AM – 9:30 AM**

☒ 9:30 AM – 10:00 AM Virtual monthly Check-in with Mike Myers and Shad Ahmed

☐ **10:00 AM – 10:15 AM**

☒ 10:15 AM – 11:00 AM In-Person Meeting with Rachel Sowray

☐	11:00 AM – 11:15 AM	
☒	11:15 AM – 12:15 PM	LUNCH
☒	11:30 AM – 12:00 PM	MEET: PF&R Chief, DCA and Cmr. Gonzalez (check-in)
☒	12:15 PM – 12:30 PM	Trave time to next meeting
☐	12:30 PM – 1:00 PM	
☒	1:00 PM – 1:30 PM	Check in: Interim Deputy City Adm. & Cmr. Gonzalez (weekly)
☒	1:30 PM – 2:00 PM	In-person meeting with Andy Ponce
☒	2:00 PM – 2:30 PM	Travel from next appointment.
☒	2:30 PM – 3:00 PM	Press conference planning
☒	3:00 PM – 3:30 PM	Virtual EO Strategy Meeting with Stephanie Howard
☒	3:30 PM – 5:00 PM	
☐	After 5:00 PM	

Wed, Jan 24

☐	Before 8:00 AM	
☒	8:00 AM – 8:30 AM	
☒	8:00 AM – 9:00 AM	PREP: PPB/CSD/OVP Press Conference
☒	8:00 AM – 10:00 AM	Hold - mayors office gun violence presser
☒	8:45 AM – 10:00 AM	Mayor's Office - Public Safety Press Event
☐	10:00 AM – 10:30 AM	
☒	10:30 AM – 11:00 AM	Budget prep meeting
☒	11:00 AM – 11:30 AM	In-Person Meeting with Kezia Wanner
☒	11:00 AM – 12:00 PM	Old Town Problem Solvers Meeting Series
☒	11:30 AM – 11:45 AM	Travel time to next meeting

■	11:45 AM – 12:00 PM	Quick Check in with Brandy Westerman
■	12:00 PM – 1:00 PM	LUNCH
□	1:00 PM – 1:30 PM	
■	1:30 PM – 1:45 PM	Travel time to next meeting
■	1:45 PM – 2:15 PM	Virtual Meeting with AJ Jackson
■	2:15 PM – 2:30 PM	Travel time to next meeting
■	2:30 PM – 2:55 PM	Public Safety Chiefs and Directors: Budget Check In
□	2:55 PM – 3:00 PM	
■	3:00 PM – 4:00 PM	Staffing
■	4:00 PM – 4:15 PM	Travel to next meeting/
■	4:15 PM – 4:45 PM	Virtual meeting with Kari Schimel
■	4:45 PM – 5:00 PM	Block
□	After 5:00 PM	

▲ Thu, Jan 25

□	Before 8:00 AM	
■	8:00 AM – 8:30 AM	
■	8:30 AM – 9:00 AM	Community Safety Divisions Leadership Briefings
■	9:00 AM – 9:30 AM	Weekly 1:1 Check-In with Elisabeth Perez
■	9:30 AM – 10:00 AM	
▨	9:30 AM – 10:00 AM	CEID Problem Solver Meeting
■	10:00 AM – 11:00 AM	Check-in / Bureau Directors (Monthly)
■	11:00 AM – 11:30 AM	
■	11:30 AM – 1:00 PM	Thursday ELT

-  12:00 PM – 1:00 PM DCA & Cmr. Gonzalez
-  1:00 PM – 2:00 PM LUNCH
-  2:00 PM – 2:45 PM PF&R Budget 24-25
-  2:30 PM – 3:00 PM Virtual Meeting with Dr. Jennifer Vines
-  3:00 PM – 3:30 PM Mike J & Mike Myers check-in
-  3:00 PM – 5:00 PM Emergency Declaration org chart development

 **After 5:00 PM**

Fri, Jan 26

 All Day EP OOO

 **Before 8:00 AM**

-  8:00 AM – 8:30 AM Calendar Review Check-in with Marie Rhoden
-  8:00 AM – 9:00 AM Public Health & Safety Service Coordination Call
-  9:00 AM – 9:30 AM
-  9:30 AM – 11:00 AM Gun Violence: work session prep
-  10:00 AM – 2:00 PM INFO: Heat Pumps Contractor Site Visit (no action needed)
-  11:00 AM – 11:15 AM MEET: Mike/Mila/Dan re: KATU prep
-  11:30 AM – 12:00 PM Hold
-  12:00 PM – 1:00 PM LUNCH
-  1:00 PM – 1:30 PM Nate/Mike - Intro
-  1:30 PM – 2:00 PM Check in: Interim Deputy City Adm. & Cmr. Gonzalez (weekly)
-  2:00 PM – 3:00 PM CHECK IN: Emergency Declaration (Bobby)
-  3:00 PM – 3:15 PM Travel to next meeting

- ☐ 3:15 PM – 3:30 PM
 - ☒ 3:30 PM – 4:30 PM Hybrid - meeting with Shah Smith/Grace Zarpak
 - ☒ 4:30 PM – 5:00 PM
 - ☐ After 5:00 PM
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▲ Sat, Jan 27 – Sun, Jan 28

- ☐ All Day
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▲ Mon, Jan 29

- ☐ Before 7:00 AM
- ☒ 7:00 AM – 8:30 AM
- ☒ 8:00 AM – 8:25 AM
- ☒ 8:30 AM – 9:00 AM Community Safety Divisions Leadership Briefings
- ☒ 9:00 AM – 9:50 AM UC "Getting to Know Each Other"
- ☒ 9:00 AM – 10:00 AM Unified Command -Introduction
- ☒ 10:00 AM – 10:30 AM
- ☒ 10:00 AM – 10:30 AM Hold
- ☒ 10:30 AM – 11:00 AM People Services update
- ☒ 11:00 AM – 12:00 PM Gun Violence Emergency Declaration Planning Meeting
- ☒ 12:00 PM – 1:00 PM ***Lunch***
- ☒ 1:00 PM – 1:30 PM 1:1 Mike Meyers and Tracy
- ☒ 1:30 PM – 2:00 PM Weekly 1:1 with Elisabeth Perez
- ☒ 2:00 PM – 2:30 PM Mission Critical Partners Policy Development Update

- 2:30 PM – 2:45 PM Quick 15 min Check-in with Chloe Massarello and Elisabeth Perez
- 2:45 PM – 3:00 PM
- 3:00 PM – 3:30 PM Mike/Ken Weekly 1:1
- 3:30 PM – 4:00 PM
- 4:00 PM – 5:00 PM MEET: Public Safety Service Area Budget Development Meeting (Hayley)

□ **After 5:00 PM**

▲ Tue, Jan 30

□ **Before 7:00 AM**

■ 7:00 AM – 8:30 AM

■ 8:00 AM – 8:30 AM Meeting with Marie Rhoden

■ 8:30 AM – 9:00 AM Community Safety Divisions Leadership Briefings

■ 9:00 AM – 9:25 AM Phone call meeting with June Vining

□ **9:25 AM – 9:30 AM**

■ 9:30 AM – 10:00 AM

■ 10:00 AM – 11:00 AM MEDIA: KATU/Wright Gazaway

■ 11:00 AM – 11:30 AM LUNCH - DO NOT SCHEDULE (email Marie Rhoden)

■ 11:30 AM – 12:00 PM PREP: Internal team (new room - now 217)

■ 12:00 PM – 12:30 PM PREP: Internal Team and Governor's Office Team (now in room 217)

■ 12:30 PM – 1:00 PM Fentanyl Press Conference @ Portland Building

■ 1:00 PM – 1:30 PM Mike Myers & Abbey Stamp In-Person Meeting

■ 1:30 PM – 2:00 PM Do not Schedule

■	2:00 PM – 2:20 PM	Quick Teams meeting with Sierra Ellis/Marcell Frazier/Stephanie Howard
□	2:20 PM – 2:30 PM	
■	2:30 PM – 3:30 PM	Unified Command Meeting (Fentanyl)
■	3:30 PM – 4:00 PM	Meeting with Lisa man/Daniel Franco-Nunez
■	4:00 PM – 4:30 PM	Check in: Interim Deputy City Adm. & Cmr. Gonzalez (weekly)
■	4:30 PM – 5:00 PM	
□	After 5:00 PM	

▲ **Wed, Jan 31**

□	All Day	
□	Before 7:00 AM	
■	7:00 AM – 8:30 AM	
■	8:30 AM – 9:00 AM	Fentanyl Emergency Order Meeting
▨	9:00 AM – 9:30 AM	NE Broadway + Lloyd - Problem solver meeting
■	9:30 AM – 10:00 AM	Fentanyl Emergency Order
■	10:00 AM – 10:30 AM	
▨	10:15 AM – 11:15 AM	Private Appointment
■	10:30 AM – 12:30 PM	Unified Command meeting
■	10:50 AM – 11:00 AM	Travel time to next meeting
▨	11:00 AM – 12:00 PM	Downtown Problem Solvers Meeting Series (south of Burnside)
■	11:00 AM – 12:20 PM	Unified Command meeting (confirmed)
■	12:20 PM – 1:30 PM	LUNCH - DO NOT SCHEDULE (email Marie Rhoden)
■	1:00 PM – 1:30 PM	Fentanyl Emergency Order Meeting

- 1:30 PM – 1:55 PM Cyber Security Check In
- **1:55 PM – 2:00 PM**
- 2:00 PM – 2:30 PM Fentanyl Emergency Order Meeting
- 2:30 PM – 3:00 PM Fentanyl Emergency Order Meeting
- 3:00 PM – 4:00 PM Community Safety Chiefs Bi-Weekly Check-in
- 4:00 PM – 5:00 PM

- **5:00 PM – 6:00 PM**
- 6:00 PM – 8:00 PM PCCEP Community Engagement Subcommittee Meeting (Rescheduled From 1/17 to 1/31 Due to Weather)
- **After 8:00 PM**

February 2024

▲ Thu, Feb 1

- **Before 7:00 AM**
- 7:00 AM – 8:30 AM
- 8:30 AM – 9:00 AM Community Safety Divisions Leadership Briefings
- 9:00 AM – 9:45 AM Follow up meeting with Dr. Jonathan Jay
- ▨ 9:00 AM – 10:30 AM Emergency Management Steering Committee
- 9:45 AM – 10:00 AM
- 10:00 AM – 11:15 AM Check-in: Chief Gillespie & Cmr. Gonzalez (w/staff)
- 11:15 AM – 11:30 AM
- 11:30 AM – 12:30 PM GV work session prep

	12:30 PM – 1:30 PM	LUNCH - DO NOT SCHEDULE (email Marie Rhoden)
	1:30 PM – 2:00 PM	check in
	2:00 PM – 2:15 PM	
	2:15 PM – 2:45 PM	Check-In Marie Rhoden
	2:45 PM – 3:00 PM	
	3:00 PM – 3:30 PM	Mike J & Mike Myers check-in
	3:00 PM – 5:00 PM	
	After 5:00 PM	

▲ **Fri, Feb 2**

	Before 7:00 AM	
	7:00 AM – 8:30 AM	
	8:00 AM – 9:00 AM	Public Health & Safety Service Coordination Call
	8:30 AM – 9:00 AM	Mayor's Chief of Staff Check in
	9:00 AM – 9:25 AM	Hold
	9:25 AM – 9:30 AM	
	9:30 AM – 10:00 AM	Shelter and Housing Coordination - Fentanyl Emergency
	10:00 AM – 10:15 AM	
	10:15 AM – 10:30 AM	Check-in
	10:30 AM – 11:00 AM	
	11:00 AM – 11:30 AM	
	11:30 AM – 1:00 PM	Black Community Elder Bi-Weekly Meeting
	1:00 PM – 1:30 PM	LUNCH - DO NOT SCHEDULE (email Marie Rhoden)
	1:30 PM – 1:45 PM	

■	1:45 PM – 2:15 PM	Check in: Interim Deputy City Adm. & Cmr. Gonzalez (weekly)
■	2:15 PM – 3:00 PM	CSD Leadership Transitions Meeting
■	3:00 PM – 3:30 PM	Unified Command check-in
■	3:30 PM – 5:00 PM	
□	After 5:00 PM	

▲ Sat, Feb 3 – Sun, Feb 4

□	All Day
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▲ Mon, Feb 5

□	All Day	Sierra in D.C. - University of Chicago Leadership Academy
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□	Before 7:00 AM
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■	7:00 AM – 8:30 AM
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■	8:00 AM – 8:15 AM	Quick Calendar review with Marie Rhoden
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■	8:30 AM – 9:00 AM	Community Safety Divisions Leadership Briefings
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■	9:00 AM – 9:30 AM	Virtual 1:1 monthly meeting with Bob Cozzie/Mike Myers
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■	9:30 AM – 10:00 AM	Mike/Ken Weekly 1:1
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▨	10:00 AM – 10:30 AM	New NW Sub District Problem Solver Meeting Series
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■	10:00 AM – 11:00 AM	PF&R Budget Work Session Prep
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▨	10:00 AM – 11:00 AM	Operations Chief Meet & Greet
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■	10:35 AM – 11:20 AM	BOEC Update with Commissioner and DCA
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□	11:20 AM – 11:30 AM
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	11:30 AM – 12:00 PM	MEET: Commissioner Gonzalez / Mayor Wheeler (Bobby)
	12:00 PM – 1:00 PM	Budget work session dry run
	1:00 PM – 1:40 PM	
	1:40 PM – 2:15 PM	Hybrid Meeting with Ismail Hythum/ Sierra Ellis/Jason Hubert
	2:15 PM – 4:00 PM	In the EOC (RM 201 Portland Building)
	4:00 PM – 5:00 PM	
	After 5:00 PM	

▲ **Tue, Feb 6**

	All Day	Sierra in D.C. - University of Chicago Leadership Academy
	Before 7:00 AM	
	7:00 AM – 8:30 AM	
	8:30 AM – 9:00 AM	Community Safety Divisions Leadership Briefings
	9:00 AM – 12:00 PM	Public Safety Service Area Budget Work Session
	10:45 AM – 11:00 AM	Morgan West UC Meet & Greet
	12:00 PM – 12:30 PM	MEET: PF&R Chief, DCA and Cmr. Gonzalez (check-in)
	12:30 PM – 1:00 PM	
	1:00 PM – 2:20 PM	UC meeting (confirmed)
	1:00 PM – 2:45 PM	Unified Command meeting
	2:45 PM – 3:30 PM	Weekly check-in: PBEM & Cmr. Gonzalez
	3:30 PM – 4:00 PM	Check in: Interim Deputy City Adm. & Cmr. Gonzalez (weekly)
	4:00 PM – 4:30 PM	confirmed CH UC Briefing

■ 4:30 PM – 5:00 PM

□ **After 5:00 PM**

▲ **Wed, Feb 7**

□ All Day Sierra in D.C. - University of Chicago Leadership Academy

□ **Before 7:00 AM**

■ 7:00 AM – 8:30 AM

■ 8:00 AM – 8:45 AM Nate/Mike/Chris - Coffee

□ **8:45 AM – 9:00 AM**

■ 9:00 AM – 9:30 AM MEDIA: Catalina/Oregonian

■ 9:30 AM – 9:55 AM City of Portland Emergency Declaration Check-in with Regional Partners

□ **9:55 AM – 10:00 AM**

■ 10:00 AM – 11:00 AM Desk - Time

■ 11:00 AM – 12:00 PM Old Town Problem Solvers Meeting Series

■ 11:00 AM – 12:00 PM Policy Group/Unified Command Meeting

■ 12:00 PM – 12:30 PM Quick PPB budget check-in

▨ 12:00 PM – 2:30 PM SAVE THE NEW DATE: PB Suite 114 Group Potluck

■ 12:30 PM – 1:00 PM LUNCH - DO NOT SCHEDULE (email Marie Rhoden)

■ 1:00 PM – 1:30 PM Outreach and Navigation Coordination - Fentanyl Emergency

■ 1:30 PM – 2:00 PM Overdose Disorder Coordination - Fentanyl Emergency

■ 2:00 PM – 3:00 PM CSD/Mayor Staff Bi-Weekly Check-In

■ 3:00 PM – 3:30 PM Law Enforcement Coordination Meeting - Fentanyl Emergency Declaration

☒	3:30 PM – 4:00 PM	Hold - Emails
☒	3:30 PM – 4:00 PM	PSR Touch Base
☐	4:00 PM – 4:05 PM	
☒	4:05 PM – 4:35 PM	confirmed ICS UC Briefing
☐	4:35 PM – 5:00 PM	
☐	After 5:00 PM	

Thu, Feb 8

☐	All Day	Sierra in D.C. - University of Chicago Leadership Academy
☐	Before 7:00 AM	
☒	7:00 AM – 8:30 AM	
☒	8:30 AM – 9:00 AM	Community Safety Divisions Leadership Briefings
☒	8:30 AM – 9:00 AM	Public Engagement Coordination - Fentanyl Emergency
☒	9:00 AM – 9:30 AM	Weekly Calendar Check-in Marie Rhoden/Mike Myers
☐	9:30 AM – 9:45 AM	
☒	9:45 AM – 10:30 AM	Monthly Meeting with Mike Myers/Commissioner Mapps
☒	10:30 AM – 11:00 AM	
☒	11:00 AM – 12:00 PM	Unified command review incident objectives
☒	11:30 AM – 12:30 PM	GV work session prep
☒	11:30 AM – 1:00 PM	Thursday ELT
☒	1:00 PM – 2:15 PM	Unified command meeting re staffing strategy
☒	2:15 PM – 2:50 PM	confirmed HDDO UC Briefing
☐	2:50 PM – 3:00 PM	

	3:00 PM – 3:30 PM	Mike J & Mike Myers check-in
	3:00 PM – 5:00 PM	DCA planning
	5:00 PM – 6:00 PM	MEET: 90-day Public Safety - Virtual
	After 6:00 PM	

Fri, Feb 9

	All Day	Sierra in D.C. - University of Chicago Leadership Academy
	Before 7:00 AM	
	7:00 AM – 8:30 AM	
	8:30 AM – 9:30 AM	
	9:30 AM – 10:00 AM	Budget request review
	10:00 AM – 10:30 AM	Desk-Time
	10:30 AM – 11:00 AM	
	11:00 AM – 11:30 AM	Check in: Interim Deputy City Adm. & Cmr. Gonzalez (weekly)
	11:30 AM – 12:00 PM	
	12:00 PM – 1:00 PM	LUNCH - DO NOT SCHEDULE (email Marie Rhoden)
	1:00 PM – 1:25 PM	Bi-Weekly 1:1 with Sameer Kanal
	1:25 PM – 1:35 PM	
	1:35 PM – 2:10 PM	confirmed Public Health UC Briefing
	2:10 PM – 2:15 PM	
	2:15 PM – 2:45 PM	confirmed Health Officer UC Briefing
	2:45 PM – 2:50 PM	
	2:50 PM – 3:30 PM	confirmed BHD UC Briefing

	3:30 PM – 4:00 PM	***Teams Only Meeting Slot***
	3:30 PM – 4:00 PM	check in prior to weekend - prep for Monday work
	4:00 PM – 4:30 PM	Street Services Coordination - Fentanyl Emergency
	4:30 PM – 5:00 PM	Debrief
	After 5:00 PM	

▲ Sat, Feb 10

	All Day	Sierra in D.C. - University of Chicago Leadership Academy
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▲ Sun, Feb 11

	All Day
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▲ Mon, Feb 12

	Before 7:00 AM	
	7:00 AM – 8:30 AM	
	8:00 AM – 8:30 AM	Travel time to next meeting
	8:30 AM – 9:00 AM	Community Safety Divisions Leadership Briefings
	8:30 AM – 10:00 AM	In-person PFFA Meeting
	10:00 AM – 10:30 AM	
	10:30 AM – 10:35 AM	
	10:35 AM – 11:20 AM	BOEC Update with Commissioner and DCA
	11:00 AM – 11:30 AM	Portland EO Unified Command & Policy Group Meeting

	11:00 AM – 12:00 PM	Fentanyl Emergency
	12:00 PM – 12:30 PM	
	12:30 PM – 1:00 PM	CSD Budget Discussion
	1:00 PM – 1:15 PM	
	1:15 PM – 2:15 PM	LUNCH - DO NOT SCHEDULE (email Marie Rhoden)
	1:30 PM – 2:30 PM	Fentanyl Services Mapping Workshop
	2:30 PM – 2:40 PM	Check-In
	2:40 PM – 5:00 PM	
	After 5:00 PM	

Tue, Feb 13

	Before 7:00 AM	
	7:00 AM – 8:30 AM	
	8:15 AM – 8:30 AM	quick calendar review
	8:30 AM – 9:00 AM	Community Safety Divisions Leadership Briefings
	9:00 AM – 10:00 AM	Portland EO Unified Command & General Staff Meeting
	10:00 AM – 11:00 AM	MEDIA: Brandon Thompson/KOIN
	11:00 AM – 12:00 PM	IC's x 3 lunch - Portland Building 2nd floor
	12:00 PM – 12:30 PM	
	12:30 PM – 1:30 PM	Management & Communications Meeting
	1:30 PM – 2:30 PM	Weekly check-in: PBEM & Cmr. Gonzalez
	2:30 PM – 3:00 PM	UC Update in advance of Exec meeting
	2:45 PM – 2:55 PM	Meet: Sam Chase, Mike Myers & Katy Wolf
	3:00 PM – 4:00 PM	3:00 pm Gov. Kotek Mayor Wheeler Chair Vega Pederson

■ 4:00 PM – 4:30 PM Tuesday ELT

■ 4:30 PM – 5:00 PM

□ **After 5:00 PM**

▲ **Wed, Feb 14**

□ All Day

□ All Day Mila Out of Office

□ **Before 7:00 AM**

■ 7:00 AM – 8:00 AM

■ 7:00 AM – 8:30 AM

■ 8:00 AM – 8:30 AM Weekly Calendar Check-in Marie Rhoden/Mike Myers

□ **8:30 AM – 9:00 AM**

■ 9:00 AM – 9:30 AM NE Broadway + Lloyd - Problem solver meeting

■ 9:30 AM – 10:30 AM Portland EO UC/PIO Meeting

■ 10:00 AM – 11:00 AM UC Discussion On a Possible Detox Center Concept - DO NOT FORWARD PLEASE.

■ 10:30 AM – 11:00 AM Fentanyl Recovery/Maintenance Services

■ 11:00 AM – 12:00 PM Downtown Problem Solvers Meeting Series (south of Burnside)

■ 12:00 PM – 12:30 PM LUNCH - DO NOT SCHEDULE (email Marie Rhoden)

■ 12:30 PM – 1:30 PM CSD Budget Discussion

■ 1:30 PM – 2:30 PM

■ 2:30 PM – 3:30 PM Community Safety Chiefs Bi-Weekly Check-in

■ 3:30 PM – 4:00 PM GV work session prep

■ 4:00 PM – 4:30 PM Check in: Interim Deputy City Adm. & Cmr. Gonzalez (weekly)

 4:00 PM – 4:30 PM PDX Fentanyl IMT PM closing

 4:30 PM – 5:00 PM CSD Discussion

 **5:00 PM – 6:00 PM**

 6:00 PM – End of Day Sameer OOO

Thu, Feb 15

 All Day Sameer OOO

 All Day ED-2024-03 Executive Policy Group Coordination Call

 **Before 5:00 AM**

 5:00 AM – 5:30 AM Cancelled - No Snow - County Operations Call

 **5:30 AM – 7:00 AM**

 7:00 AM – 8:00 AM

 **8:00 AM – 8:30 AM**

 8:30 AM – 9:00 AM Community Safety Divisions Leadership Briefings

 9:00 AM – 10:00 AM PDX Fentanyl Planning Meeting

 9:30 AM – 10:00 AM Virtual -Check-in with Angela Rico in Commissioner Rubio's Office

 10:00 AM – 10:30 AM Check in

 10:30 AM – 11:00 AM ***Meeting Prep-time-Do not schedule***

 11:00 AM – 12:00 PM PDX Fentanyl Unified Command & Agency Admin Meeting

 **12:00 PM – 12:15 PM**

 12:15 PM – 1:30 PM Check-in: PF&R and Chief w/Cmr. Gonzalez

 1:30 PM – 2:00 PM LUNCH - DO NOT SCHEDULE (email Marie Rhoden)

 2:00 PM – 2:25 PM Public Safety Service Area: Strategy & Performance Check In

☐	2:25 PM – 2:30 PM	
☒	2:30 PM – 2:55 PM	Virtual meeting with Elisabeth Perez/Lielah Leighton
☐	2:55 PM – 3:00 PM	
☒	3:00 PM – 3:30 PM	Virtual Meeting with Matthew Schlegel/UC Team
☒	3:00 PM – 3:30 PM	Mike J & Mike Myers check-in
☒	3:30 PM – 3:55 PM	Virtual 1:1 with Tim Grewe/Mike Myers
☐	3:55 PM – 4:00 PM	
☒	4:00 PM – 4:30 PM	PDX Fentanyl IMT PM closing
☒	4:30 PM – 5:00 PM	Fentanyl Emergency Discussion
☐	After 5:00 PM	

▲ Fri, Feb 16

☐	All Day	Sameer OOO
☐	All Day	Jenni OOO - PTO
☐	Before 7:00 AM	
☒	7:00 AM – 8:00 AM	
☒	8:00 AM – 9:00 AM	***Hold***
☒	9:00 AM – 9:30 AM	PDX Fentanyl IMT AM briefing
☒	9:30 AM – 9:45 AM	Mike/Doc/Nate
☐	9:45 AM – 10:15 AM	
☒	10:15 AM – 10:30 AM	Introduction Meeting with Charlie Caldwell
☐	10:30 AM – 11:00 AM	
☒	11:00 AM – 11:30 AM	Weekly 1:1 with Elisabeth Perez
☒	11:30 AM – 12:00 PM	CSD Budget Discussion

	12:00 PM – 1:30 PM	LUNCH - DO NOT SCHEDULE (email Marie Rhoden)
	1:30 PM – 2:00 PM	Check in: Interim Deputy City Adm. & Cmr. Gonzalez (weekly)
	2:00 PM – 3:00 PM	BLOCK
	3:00 PM – 4:00 PM	HOLD: CSD
	4:00 PM – 4:30 PM	PDX Fentanyl IMT PM closing
	4:30 PM – 5:00 PM	DO NOT SCHEDULE***
	4:30 PM – 5:00 PM	Recommendations
	After 5:00 PM	

▲ **Sat, Feb 17 – Sun, Feb 18**

	All Day	Sameer OOO
	All Day	Jenni OOO - PTO
	Before 7:00 AM	
	7:00 AM – 8:00 AM	
	After 8:00 AM	

▲ **Mon, Feb 19**

	All Day	Sameer OOO
	All Day	Jenni OOO - PTO
	All Day	President's Day Holiday - OOO
	7:00 AM – 8:00 AM	
	9:00 AM – 9:30 AM	PDX Fentanyl IMT AM briefing

-  11:00 AM – 12:00 PM PDX Fentanyl Unified Command & Agency Admin Meeting
 -  4:00 PM – 4:30 PM PDX Fentanyl IMT PM closing
-

Tue, Feb 20

-  All Day Jenni OOO - PTO
-  All Day Marie - OOO/Vacation
-  Start of Day – 5:00 PM Sameer OOO
-  7:00 AM – 8:00 AM
-  8:30 AM – 9:00 AM Travel to 1900 SW 4th Ave, Room 2500, Portland, OR (GV work session)
-  9:00 AM – 9:30 AM PDX Fentanyl Unified Command and General Staff Meeting
-  9:00 AM – 11:30 AM Gun Violence work session
-  10:00 AM – 10:15 AM IC & Planning Section Chief Weekly Meeting
-  10:20 AM – 10:35 AM IC/Operations Section Chief Meeting
-  10:45 AM – 11:00 AM IC & Logistics Section Chief Meeting
-  11:05 AM – 11:20 AM IC & County FSC Meeting
-  11:25 AM – 11:40 AM IC & City FSC Meeting
-  11:30 AM – 12:30 PM LUNCH - DO NOT SCHEDULE (email Marie Rhoden)
-  11:45 AM – 12:00 PM IC & State FSC Meeting
-  1:30 PM – 2:00 PM MEET: Cmr. Rubio/Dir. Mike Myers, Community Safety Division, monthly (Angela)
-  2:00 PM – 2:45 PM Introduction meeting with Ray Brown (Eugene City Incident Commander)
-  3:00 PM – 3:25 PM Virtual EOC meeting with Sara Launius (City of Tucson, AZ)

 4:00 PM – 4:30 PM PDX Fentanyl IMT PM closing

 **After 5:00 PM**

▲ **Wed, Feb 21**

 All Day Mila Out of Office

 **Before 7:00 AM**

 7:00 AM – 8:00 AM

 **8:00 AM – 9:00 AM**

 9:00 AM – 9:30 AM PDX Fentanyl Unified Command and General Staff Meeting

 **9:30 AM – 9:45 AM**

 9:45 AM – 12:00 PM HOLD - Planning for next Meeting

 10:45 AM – 11:00 AM check in

 11:00 AM – 12:00 PM Old Town Problem Solvers Meeting Series

 12:00 PM – 1:00 PM LUNCH - DO NOT SCHEDULE (email Marie Rhoden)

 12:30 PM – 1:00 PM check in

 1:00 PM – 2:00 PM PDX Fentanyl Weekly PIO/UC Meeting

 1:30 PM – 2:30 PM CSD/Mayor Staff Bi-Weekly Check-In

 2:30 PM – 3:00 PM CSD/PSR Check-In

 3:00 PM – 3:15 PM quick check in

 3:15 PM – 3:30 PM OVP update

 3:30 PM – 4:00 PM Technical Assistance meeting with Joe McFerrin (POIC)

 4:00 PM – 4:30 PM HOLD: PDX Fentanyl PM Briefing

 4:30 PM – 5:00 PM Quick Calendar Review with Marie Rhoden

 **After 5:00 PM**

📌 Thu, Feb 22

☐	Before 7:00 AM	
☐	7:00 AM – 8:00 AM	
☐	8:00 AM – 8:30 AM	
☐	8:30 AM – 9:00 AM	Community Safety Divisions Leadership Briefings
☒	9:00 AM – 10:00 AM	PDX Fentanyl Planning Meeting
☒	9:30 AM – 10:00 AM	CEID Problem Solver Meeting
☐	10:00 AM – 10:45 AM	Check-in / Bureau Directors (Monthly)
☐	10:45 AM – 11:15 AM	MEET: PF&R Chief, DCA and Cmr. Gonzalez (check-in)
☒	11:00 AM – 12:00 PM	PDX Fentanyl Unified Command & Agency Admin Meeting
☐	11:30 AM – 1:30 PM	Peer Panel and Workshop: DCA Office Composition and Leadership Roles
☐	1:30 PM – 2:00 PM	
☐	2:00 PM – 2:45 PM	Elisabeth-Sameer Weekly Check-In (Teams)
☐	2:30 PM – 3:00 PM	Fentanyl ED Check-in
☒	3:00 PM – 3:30 PM	LUNCH - DO NOT SCHEDULE (email Marie Rhoden)
☒	3:00 PM – 3:30 PM	Mike J & Mike Myers check-in
☐	3:30 PM – 4:00 PM	Mike/Ken Weekly 1:1
☐	4:00 PM – 4:30 PM	HOLD: PDX Fentanyl PM Briefing
☒	4:00 PM – 4:30 PM	PDX Fentanyl - Data Group/UC huddle
☐	4:30 PM – 5:00 PM	
☐	After 5:00 PM	

▲ **Fri, Feb 23**

☐	Before 7:00 AM	
☐	7:00 AM – 8:00 AM	
☐	8:00 AM – 9:00 AM	
☐	9:00 AM – 9:30 AM	CBO & Mayor's Office Weekly Check-in
☐	9:00 AM – 9:30 AM	PDX Fentanyl Unified Command and General Staff Meeting
☐	9:30 AM – 10:15 AM	EOC Command Center
☐	10:15 AM – 10:20 AM	
☐	10:20 AM – 10:45 AM	Meeting with Andrew Culberson / Lisa man
☐	10:45 AM – 11:30 AM	
☐	11:30 AM – 12:00 PM	Weekly 1:1 with Elisabeth Perez
☐	12:00 PM – 1:00 PM	LUNCH - DO NOT SCHEDULE (email Marie Rhoden)
☐	1:00 PM – 1:30 PM	
☐	1:30 PM – 2:00 PM	Check in: Interim Deputy City Adm. & Cmr. Gonzalez (weekly)
☐	2:00 PM – 2:30 PM	
☐	2:30 PM – 3:00 PM	HOLD - Prep for next meeting
☐	3:00 PM – 4:00 PM	
☐	4:00 PM – 4:30 PM	HOLD: PDX Fentanyl PM Briefing
☐	4:30 PM – 5:00 PM	Virtual meeting with Jacob Brostoff/Sarah Berkemeier/Jenni Pullen
☐	After 5:00 PM	

▲ **Sat, Feb 24 – Sun, Feb 25**

☐	Before 7:00 AM	
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	7:00 AM – 8:00 AM
	8:00 AM – 4:00 PM
	4:00 PM – 4:30 PM HOLD: PDX Fentanyl PM Briefing
	After 4:30 PM

▲ **Mon, Feb 26**

	Before 7:00 AM
	7:00 AM – 8:00 AM
	8:00 AM – 8:30 AM
	8:30 AM – 9:00 AM Community Safety Divisions Leadership Briefings
	9:00 AM – 9:30 AM PDX Fentanyl Unified Command and General Staff Meeting
	9:30 AM – 10:00 AM HOLD
	10:00 AM – 11:00 AM FIRE BUDGET DISCUSSION
	11:00 AM – 12:00 PM PDX Fentanyl Unified Command & Agency Admin Meeting
	11:15 AM – 12:00 PM Gun Violence Emergency Declaration Planning Meeting
	12:00 PM – 1:00 PM PDX Fentanyl - Task Force Development
	1:00 PM – 2:00 PM PDX Fentanyl Weekly PIO/UC Meeting
	1:00 PM – 2:00 PM PDX Fentanyl Google Drive Intro
	2:00 PM – 2:30 PM Chief's corner prep session
	2:30 PM – 3:00 PM
	3:00 PM – 3:30 PM Management & Communications Meeting
	3:30 PM – 4:00 PM
	4:00 PM – 4:30 PM HOLD: PDX Fentanyl PM Briefing

 4:00 PM – 5:00 PM PDX Fentanyl UC/Ops Objective 3 Discussion

 **After 5:00 PM**

▲ **Tue, Feb 27**

 **Before 7:00 AM**

 7:00 AM – 7:45 AM

 7:45 AM – 8:00 AM Quick Calendar review with Marie Rhoden

 **8:00 AM – 8:30 AM**

 8:30 AM – 9:00 AM Community Safety Divisions Leadership Briefings

 9:00 AM – 9:30 AM PDX Fentanyl Unified Command and General Staff Meeting

 9:30 AM – 10:30 AM UC Needs briefing

 10:00 AM – 10:15 AM IC & Planning Section Chief Weekly Meeting

 10:00 AM – 10:30 AM ***Travel Time to next meeting***

 10:20 AM – 10:35 AM IC/Operations Section Chief Meeting

 10:30 AM – 11:30 AM PF&R Chief's Corner Videotaping

 10:45 AM – 11:00 AM IC & Logistics Section Chief Meeting

 11:05 AM – 11:20 AM IC & County FSC Meeting

 11:25 AM – 11:40 AM IC & City FSC Meeting

 11:30 AM – 12:30 PM LUNCH - DO NOT SCHEDULE (email Marie Rhoden)

 11:45 AM – 12:00 PM IC & State FSC Meeting

 12:30 PM – 1:00 PM Check in: Interim Deputy City Adm. & Cmr. Gonzalez (weekly)

 1:00 PM – 5:00 PM Personal Leave

 3:00 PM – 4:00 PM 3:00 pm Gov. Kotek | Mayor Wheeler | Chair Vega Pederson

■ 4:00 PM – 4:30 PM HOLD: PDX Fentanyl PM Briefing

□ After 5:00 PM

▲ Wed, Feb 28

□ All Day

□ All Day Mila Out of Office

□ Before 7:00 AM

■ 7:00 AM – 7:30 AM

■ 7:30 AM – 8:00 AM Virtual meeting with Heidi Brown/Elisabeth Perez

□ 8:00 AM – 9:00 AM

■ 9:00 AM – 9:30 AM Budget convo prep

■ 9:00 AM – 9:30 AM PDX Fentanyl Unified Command and General Staff Meeting

■ 9:30 AM – 11:00 AM - Do not Schedule

▨ 10:30 AM – 11:00 AM PDX Fentanyl: Review Data Research Questions

■ 11:00 AM – 12:00 PM CSD Budget Discussion Q&A

■ 12:00 PM – 1:00 PM Lunch

■ 1:00 PM – 2:00 PM PDX Fentanyl Weekly PIO/UC Meeting

▨ 2:00 PM – 2:30 PM PDX Fentanyl UC Staffing Meeting

■ 2:30 PM – 2:55 PM Virtual meeting with Jess Marks and Team of Oregon Alliance for Gun Safety

▨ 2:30 PM – 3:00 PM PDX Fentanyl UC + Staff Staffing Meeting

■ 3:00 PM – 3:30 PM

□ 3:30 PM – 3:35 PM

■ 3:35 PM – 3:55 PM Meeting with Donnie Oliveira

- ☐ **3:55 PM – 4:00 PM**
 - ☒ 4:00 PM – 4:30 PM HOLD: PDX Fentanyl PM Briefing
 - ☒ 4:30 PM – 4:55 PM Public Safety Service Area: Budget Check In
 - ☐ **4:55 PM – 5:00 PM**
 - ☐ **After 5:00 PM**
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▲ **Thu, Feb 29**

- ☐ **Before 7:00 AM**
- ☒ 7:00 AM – 8:00 AM
- ☒ 7:30 AM – 7:40 AM Nathan grab memo from MM
- ☐ **8:00 AM – 8:30 AM**
- ☒ 8:30 AM – 9:00 AM Community Safety Divisions Leadership Briefings
- ☒ 8:30 AM – 9:30 AM MEET: Fentanyl media roundtable prep session
- ☒ 8:30 AM – 10:00 AM PDX Fentanyl UC/PIO Media Roundtable
- ☒ 9:00 AM – 10:00 AM CAO Staff Meeting
- ☒ 9:00 AM – 10:00 AM PDX Fentanyl Planning Meeting
- ☒ 10:00 AM – 11:30 AM RU Managers Meeting
- ☒ 11:00 AM – 12:00 PM PDX Fentanyl Unified Command & Agency Admin Meeting
- ☒ 12:00 PM – 1:00 PM Lunch Meeting with Elisabeth Perez
- ☒ 1:00 PM – 1:30 PM Mike/Ken Weekly 1:1
- ☒ 1:30 PM – 2:00 PM
- ☐ **2:00 PM – 2:15 PM**
- ☒ 2:15 PM – 2:30 PM HOLD

■	2:30 PM – 4:00 PM	Public Safety Facility Master Plan - Needs Assessment Milestone Briefing
▨	3:00 PM – 3:30 PM	Mike J & Mike Myers check-in
■	4:00 PM – 5:00 PM	BRIEFING: Safety Budget (Stephanie)
□	After 5:00 PM	

March 2024

▲ Fri, Mar 1

□	Before 7:00 AM	
■	7:00 AM – 8:00 AM	
□	8:00 AM – 8:30 AM	
■	8:30 AM – 9:00 AM	Fentanyl Emergency Items
■	9:00 AM – 9:30 AM	PDX Fentanyl Unified Command and General Staff Meeting
■	9:30 AM – 10:00 AM	Desk-Time Do not Schedule***
■	10:00 AM – 10:25 AM	Meet: Check-in on PSR
□	10:25 AM – 10:30 AM	
■	10:30 AM – 11:00 AM	comms check in
■	11:00 AM – 11:25 AM	Virtual meeting with Jenni Pullen/Marie Rhoden
□	11:25 AM – 11:30 AM	
■	11:30 AM – 12:00 PM	Check in
■	12:00 PM – 12:25 PM	Monthly meeting with Sierra Ellis/Elisabeth Perez
□	12:25 PM – 12:30 PM	

	12:30 PM – 1:00 PM	Check in: Interim Deputy City Adm. & Cmr. Gonzalez (weekly)
	1:00 PM – 2:00 PM	LUNCH - DO NOT SCHEDULE (email Marie Rhoden)
	2:00 PM – 4:00 PM	Fentanyl Emergency Items
	4:00 PM – 4:30 PM	
	4:30 PM – 5:00 PM	
	After 5:00 PM	

▲ Sat, Mar 2 – Sun, Mar 3

	Before 7:00 AM
	7:00 AM – 8:00 AM
	After 8:00 AM

▲ Mon, Mar 4

	Before 7:00 AM	
	7:00 AM – 8:00 AM	
	8:00 AM – 8:30 AM	PDX Fentanyl: Rapid Needs Assessment Task Force
	8:30 AM – 9:00 AM	Community Safety Divisions Leadership Briefings
	9:00 AM – 9:30 AM	
	9:30 AM – 10:15 AM	PDX Fentanyl UC Meeting
	9:30 AM – 10:15 AM	UC review
	10:00 AM – 10:30 AM	Mike Myers/Ken Lee Weekly 1:1
	10:30 AM – 11:00 AM	
	11:00 AM – 12:00 PM	PDX Fentanyl: UC & Agency Admin

■	12:00 PM – 1:00 PM	LUNCH - DO NOT SCHEDULE (email Marie Rhoden)
▨	1:00 PM – 2:00 PM	PDX Fentanyl: PIO/UC
■	1:00 PM – 3:00 PM	Agenda for NCAA Women's Regionals Planning Session
▨	2:00 PM – 2:15 PM	UC Objectives Meeting
■	3:00 PM – 3:30 PM	liaison role check in
■	3:30 PM – 4:00 PM	Bi-Monthly Meeting: Mike Myers/Cmr Ryan (Kellie)
▨	3:30 PM – 4:00 PM	Task force pilot planning discussion - OPS
■	4:00 PM – 5:00 PM	Mandatory in person check in
□	After 5:00 PM	

Tue, Mar 5

□	Before 7:00 AM	
■	7:00 AM – 8:00 AM	
▨	8:00 AM – 8:30 AM	PDX Fentanyl: Rapid Needs Assessment Task Force
■	8:30 AM – 9:00 AM	Community Safety Divisions Leadership Briefings
▨	8:30 AM – 9:00 AM	PF&R/CBO
□	9:00 AM – 9:30 AM	
■	9:30 AM – 10:00 AM	Desk-time
■	10:00 AM – 11:00 AM	Virtual meeting with Pastor Robin Wisner/Antoinette Edwards
■	11:00 AM – 11:30 AM	Weekly Calendar Check-in Marie Rhoden/Mike Myers
■	11:30 AM – 12:00 PM	Weekly 1:1 with Elisabeth Perez
■	12:00 PM – 12:30 PM	***Desk-Time***
■	12:30 PM – 1:30 PM	LUNCH - DO NOT SCHEDULE (email Marie Rhoden)
■	1:30 PM – 2:00 PM	Hold

	2:00 PM – 2:25 PM	Meet: AMR, PSR, 90 day ED
	2:25 PM – 3:00 PM	
	3:00 PM – 3:30 PM	Virtual meeting with Acting Chief Amy Smith
	3:30 PM – 4:00 PM	
	4:00 PM – 4:30 PM	PDX Fentanyl: UC + AA Closeout
	4:30 PM – 5:00 PM	
	After 5:00 PM	

Wed, Mar 6

	All Day	Mila Out of Office
	Before 7:00 AM	
	7:00 AM – 8:00 AM	
	8:00 AM – 8:30 AM	PDX Fentanyl: Rapid Needs Assessment Task Force
	8:30 AM – 9:30 AM	
	9:30 AM – 9:55 AM	City of Portland Emergency Declaration Check-in with Regional Partners
	9:55 AM – 10:00 AM	
	10:00 AM – 10:30 AM	PDX Fentanyl: UC/LOFR
	10:30 AM – 10:55 AM	HOLD -
	10:55 AM – 11:00 AM	
	11:00 AM – 12:00 PM	Old Town Problem Solvers Meeting Series
	12:00 PM – 1:00 PM	LUNCH - DO NOT SCHEDULE
	12:30 PM – 1:00 PM	PDX Fentanyl: UC/LSC/FSC Staffing Follow Up
	1:00 PM – 2:00 PM	PDX Fentanyl: PIO/UC
	1:30 PM – 2:30 PM	CSD/Mayor Staff Bi-Weekly Check-In

	2:00 PM – 3:00 PM	PDX Fentanyl UC/OSC
	3:00 PM – 4:00 PM	PDX Fentanyl: Engagement and Treatment Site Strategies
	3:00 PM – 4:00 PM	PDX Fentanyl: Engagement and Treatment Site Strategies
	4:00 PM – 4:30 PM	PDX Fentanyl: UC + AA Closeout
	4:30 PM – 5:00 PM	
	After 5:00 PM	

Thu, Mar 7

	Before 7:00 AM	
	7:00 AM – 8:00 AM	
	8:00 AM – 8:30 AM	PDX Fentanyl: Rapid Needs Assessment Task Force
	8:30 AM – 9:00 AM	Community Safety Divisions Leadership Briefings
	9:00 AM – 9:45 AM	BOEC Update with Commissioner and DCA
	9:00 AM – 10:00 AM	PDX Fentanyl Planning
	9:45 AM – 10:00 AM	Hold -
	10:00 AM – 10:45 AM	MEET: Rob Justus (Dan)
	10:45 AM – 11:00 AM	
	11:00 AM – 12:00 PM	PDX Fentanyl: UC & Agency Admin
	12:00 PM – 1:00 PM	LUNCH - DO NOT SCHEDULE
	1:00 PM – 1:30 PM	PDX Fentanyl: UC/Equity
	1:30 PM – 1:55 PM	
	1:55 PM – 2:00 PM	
	2:00 PM – 3:00 PM	PDX Fentanyl UC/OSC

	3:00 PM – 3:30 PM	Mike J & Mike Myers check-in
	3:00 PM – 4:15 PM	Check-in: Chief Gillespie & Cmr. Gonzalez (w/staff)
	4:15 PM – 4:45 PM	MEET: PF&R Chief, DCA and Cmr. Gonzalez (check-in)
	4:45 PM – 5:00 PM	
	After 5:00 PM	

▲ Fri, Mar 8

	All Day	MR-Out of the Office
	Before 7:00 AM	
	7:00 AM – 8:00 AM	
	8:00 AM – 8:30 AM	PDX Fentanyl: Rapid Needs Assessment Task Force
	8:30 AM – 8:55 AM	Monthly Check-in with Mike Myers and Shad Ahmed
	8:55 AM – 9:30 AM	
	9:30 AM – 10:00 AM	Hold -
	10:00 AM – 11:00 AM	PDX Fentanyl: UC, FSC, LSC
	11:00 AM – 11:25 AM	Travel Time
	11:25 AM – 11:30 AM	
	11:30 AM – 1:00 PM	Virtual - Black Community Elder Monthly Meeting
	1:00 PM – 1:25 PM	***Trave***
	1:25 PM – 1:30 PM	
	1:30 PM – 2:15 PM	Check in: Interim Deputy City Adm. & Cmr. Gonzalez (weekly)
	2:00 PM – 3:00 PM	PDX Fentanyl UC/OSC
	3:00 PM – 4:00 PM	
	4:00 PM – 4:30 PM	PDX Fentanyl: UC + AA Closeout

 4:30 PM – 5:00 PM

 **After 5:00 PM**

▲ **Sat, Mar 9 – Sun, Mar 10**

 All Day MR-Out of the Office

 **Before 7:00 AM**

 7:00 AM – 8:00 AM

 **After 8:00 AM**

▲ **Mon, Mar 11**

 All Day MR-Out of the Office

 **Before 7:00 AM**

 7:00 AM – 8:00 AM

 8:00 AM – 8:30 AM PDX Fentanyl: Rapid Needs Assessment Task Force

 8:30 AM – 9:00 AM Community Safety Divisions Leadership Briefings

 9:00 AM – 9:30 AM Virtual 1:1 with Tim Grewe/Mike Myers

 9:30 AM – 9:45 AM Call Anthony Jordan

 9:45 AM – 10:00 AM Hold -

 10:00 AM – 11:30 AM MEET: Fire Budget Discussion (Sara)

 11:00 AM – 12:00 PM PDX Fentanyl: UC & Agency Admin

 12:00 PM – 12:15 PM call

 12:15 PM – 1:00 PM LUNCH - DO NOT SCHEDULE

 1:00 PM – 2:00 PM PDX Fentanyl: PIO/UC

	2:00 PM – 3:00 PM	PDX Fentanyl UC/OSC
	3:00 PM – 3:15 PM	PDX Fentanyl UC + Planning
	3:00 PM – 3:30 PM	BOEC Update with Commissioner and DCA
	3:30 PM – 3:55 PM	Mike/Ken Weekly 1:1
	3:55 PM – 4:00 PM	
	4:00 PM – 5:00 PM	TEAMS Meeting w/Commissioner Dan Ryan & Guests and VOA Oregon (Open invite for agenda & attendees)
	After 5:00 PM	

Tue, Mar 12

	All Day	MR-Out of the Office
	Before 4:30 AM	
	4:30 AM – 5:30 AM	LUNCH - DO NOT SCHEDULE
	5:30 AM – 7:00 AM	
	7:00 AM – 8:00 AM	
	8:00 AM – 8:30 AM	PDX Fentanyl: Rapid Needs Assessment Task Force
	8:30 AM – 9:00 AM	Community Safety Divisions Leadership Briefings
	9:00 AM – 10:00 AM	
	10:00 AM – 10:30 AM	Hold-
	10:30 AM – 11:00 AM	Calendar review with Charlie Caldwell
	11:00 AM – 11:25 AM	Virtual meeting with Maty Sauter/Aymie Reynolds
	11:25 AM – 11:30 AM	
	11:30 AM – 12:30 PM	LUNCH - DO NOT SCHEDULE
	12:30 PM – 1:00 PM	Check in: Interim Deputy City Adm. & Cmr. Gonzalez (weekly)

	1:00 PM – 1:30 PM	PDX Fentanyl: UC/LOFR
	1:00 PM – 1:45 PM	Hazelwood Community Safety Initiative Partners Meeting
	1:45 PM – 2:00 PM	
	2:00 PM – 3:00 PM	PDX Fentanyl UC/OSC
	3:00 PM – 3:45 PM	OVP next steps
	3:45 PM – 4:00 PM	
	4:00 PM – 4:30 PM	PDX Fentanyl: UC + AA Closeout
	4:30 PM – 5:00 PM	
	After 5:00 PM	

Wed, Mar 13

	All Day	MR-Out of the Office
	All Day	
	All Day	Mila Out of Office
	Before 7:00 AM	
	7:00 AM – 8:00 AM	
	8:00 AM – 8:30 AM	PDX Fentanyl: Rapid Needs Assessment Task Force
	8:30 AM – 11:30 AM	HOLD for Fentanyl Summit
	11:00 AM – 11:30 AM	PDX Fentanyl: Staffing Meeting UC, Finance, Logs- Use this invite
	11:00 AM – 12:00 PM	Downtown Problem Solvers Meeting Series (south of Burnside)
	12:00 PM – 1:00 PM	LUNCH - DO NOT SCHEDULE
	1:00 PM – 2:00 PM	PDX Fentanyl: PIO/UC
	1:00 PM – 2:00 PM	Canceled: Connect

	2:00 PM – 3:00 PM	PDX Fentanyl UC/OSC
	3:00 PM – 4:00 PM	Community Safety Chiefs Bi-Weekly Check-in
	4:00 PM – 4:30 PM	PDX Fentanyl: UC + AA Closeout
	4:30 PM – 5:00 PM	
	After 5:00 PM	

Thu, Mar 14

	All Day	MR-Out of the Office
	All Day	Ken Vacation
	Before 7:00 AM	
	7:00 AM – 8:00 AM	
	8:00 AM – 8:30 AM	PDX Fentanyl: Rapid Needs Assessment Task Force
	8:30 AM – 9:00 AM	Community Safety Divisions Leadership Briefings
	9:00 AM – 9:30 AM	PDX Fentanyl Command & General Staff
	9:00 AM – 10:00 AM	PDX Fentanyl Planning
	9:45 AM – 10:30 AM	Monthly Meeting with Mike Myers/Commissioner Mapps
	10:30 AM – 10:55 AM	Public Safety Service Area: Strategy & Performance Check In
	10:55 AM – 11:00 AM	
	11:00 AM – 12:00 PM	PDX Fentanyl: UC & Agency Admin
	12:00 PM – 1:30 PM	Next Steps Meeting
	1:00 PM – 1:30 PM	PDX Fentanyl: UC/Equity
	1:00 PM – 2:00 PM	LUNCH - DO NOT SCHEDULE
	2:00 PM – 3:00 PM	PDX Fentanyl UC/OSC

■	3:00 PM – 3:25 PM	CSD Check In
▨	3:00 PM – 3:30 PM	IMT Staffing
▨	3:00 PM – 3:30 PM	Mike J & Mike Myers check-in
■	3:30 PM – 4:00 PM	Bi-Weekly 1:1 with Sameer Kanal
■	4:00 PM – 4:15 PM	Yashica + Mike Check-in
▨	4:00 PM – 5:00 PM	Evaluator scope of work
□	5:00 PM – 6:30 PM	
■	6:30 PM – 8:30 PM	RCSD Graduation Ceremony
□	After 8:30 PM	

▲ Fri, Mar 15

□	All Day	Ken Vacation
□	Start of Day – 11:00 PM	MR-Out of the Office
■	7:00 AM – 8:00 AM	
▨	8:00 AM – 8:30 AM	PDX Fentanyl: Rapid Needs Assessment Task Force
▨	9:00 AM – 9:30 AM	PDX Fentanyl C&G
▨	10:00 AM – 11:00 AM	PDX Fentanyl: UC, FSC, LSC
■	11:00 AM – 11:30 AM	
■	11:30 AM – 1:00 PM	Virtual - Black Community Elder Monthly Meeting
■	12:00 PM – 1:00 PM	LUNCH - DO NOT SCHEDULE
▨	2:00 PM – 3:00 PM	PDX Fentanyl UC/OSC
■	3:00 PM – 3:30 PM	Check in: Interim Deputy City Adm. & Cmr. Gonzalez (weekly)
■	4:00 PM – 4:30 PM	PDX Fentanyl: UC + AA Closeout
□	After 11:00 PM	

▲ **Sat, Mar 16 – Sun, Mar 17**

- ☐ **Before 7:00 AM**
- ☒ 7:00 AM – 8:00 AM
- ☐ **After 8:00 AM**

▲ **Mon, Mar 18**

- ☐ All Day Nick - OOTO (vacation)
- ☐ **Before 7:00 AM**
- ☒ 7:00 AM – 8:00 AM
- ☒ 8:00 AM – 8:30 AM PDX Fentanyl: Rapid Needs Assessment Task Force
- ☒ 8:30 AM – 9:00 AM Community Safety Divisions Leadership Briefings
- ☒ 9:00 AM – 9:30 AM PDX Fentanyl C&G
- ☐ **9:30 AM – 10:00 AM**
- ☒ 10:00 AM – 10:30 AM PDX Fentanyl All IMT Staff Briefing
- ☒ 10:00 AM – 12:00 PM Presentation and workshop on gun violence reduction monitoring framework and performance indicators
- ☒ 11:00 AM – 12:00 PM PDX Fentanyl: UC & Agency Admin
- ☒ 12:00 PM – 1:00 PM Weekly check-in: PBEM & Cmr. Gonzalez
- ☒ 1:00 PM – 2:00 PM PDX Fentanyl: PIO/UC
- ☒ 2:00 PM – 3:00 PM PDX Fentanyl UC/OSC
- ☒ 3:00 PM – 3:15 PM PDX Fentanyl UC + Planning
- ☐ **3:15 PM – 4:00 PM**
- ☒ 4:00 PM – 5:00 PM CBO & Mayor's Office Weekly Check-in



After 5:00 PM

▲ Tue, Mar 19



All Day Nick - OOTO (vacation)



Before 5:00 AM



5:00 AM – 5:30 AM LUNCH - DO NOT SCHEDULE



5:30 AM – 7:00 AM



7:00 AM – 8:00 AM



8:00 AM – 8:30 AM PDX Fentanyl: Rapid Needs Assessment Task Force



8:30 AM – 9:00 AM Community Safety Divisions Leadership Briefings



9:00 AM – 9:30 AM Weekly 1:1 with Elisabeth Perez



9:00 AM – 9:30 AM PDX Fentanyl C&G



9:30 AM – 10:00 AM PDX Fentanyl UC/SNA



10:00 AM – 10:30 AM Zoom meeting with Pastors Hennessee/Wisner and Antoinette Edwards



10:30 AM – 11:00 AM



11:00 AM – 11:30 AM Monthly Check-in with Mike Myers and Shad Ahmed



11:30 AM – 12:00 PM MEET: PF&R Chief, DCA and Cmr. Gonzalez (check-in)



12:00 PM – 12:30 PM Bi-Monthly Meeting: Mike Myers/Cmr Ryan (Mark)



12:30 PM – 1:00 PM Check in: Interim Deputy City Adm. & Cmr. Gonzalez (weekly)



1:00 PM – 1:30 PM MEET: Cmr. Rubio/Dir. Mike Myers, Community Safety Division, monthly (Angela)



1:30 PM – 2:00 PM Portland Solutions/Fentanyl ED connection



2:00 PM – 3:00 PM PDX Fentanyl UC/OSC



3:00 PM – 3:30 PM PDX Fentanyl: UC + Data Group Meeting

-  3:30 PM – 4:00 PM budget check in
-  4:00 PM – 4:30 PM PDX Fentanyl: UC + AA Closeout
-  **4:30 PM – 5:00 PM**
-  **After 5:00 PM**

Wed, Mar 20

-  All Day Nick - OOTO (vacation)
-  All Day Mila Out of Office
-  **Before 7:00 AM**
-  7:00 AM – 8:00 AM
-  8:00 AM – 8:30 AM PDX Fentanyl: Rapid Needs Assessment Task Force
-  **8:30 AM – 9:00 AM**
-  9:00 AM – 9:30 AM PDX Fentanyl C&G
-  9:30 AM – 9:55 AM
-  **9:55 AM – 10:00 AM**
-  10:00 AM – 10:30 AM PDX Fentanyl: UC/LOFR
-  10:30 AM – 11:00 AM OPB pre-interview
-  11:00 AM – 11:30 AM PDX Fentanyl: Staffing Meeting UC, Finance, Logs- Use this invite
-  11:30 AM – 12:00 PM Calendar review with Marie Rhoden
-  12:00 PM – 1:00 PM LUNCH - DO NOT SCHEDULE
-  1:00 PM – 2:00 PM PDX Fentanyl: PIO/UC
-  2:00 PM – 3:00 PM CSD/Mayor Staff Bi-Weekly Check-In
-  2:00 PM – 3:00 PM PDX Fentanyl UC/OSC
-  3:00 PM – 4:00 PM MEET: PSR Transition - Bargaining Implications

 4:00 PM – 4:30 PM PDX Fentanyl: UC + AA Closeout

 4:30 PM – 4:45 PM Dr. Bruno / Mike Myers

 **4:45 PM – 5:00 PM**

 **After 5:00 PM**

📌 **Thu, Mar 21**

 All Day EP OOO

 **Before 6:00 AM**

 6:00 AM – 7:00 AM LUNCH - DO NOT SCHEDULE

 7:00 AM – 8:00 AM

 8:00 AM – 8:30 AM PDX Fentanyl: Rapid Needs Assessment Task Force

 8:30 AM – 9:00 AM Community Safety Divisions Leadership Briefings

 9:00 AM – 10:00 AM PDX Fentanyl Planning

 10:00 AM – 10:30 AM

 10:30 AM – 11:00 AM Nate/Mike/Chris

 11:00 AM – 12:00 PM PDX Fentanyl: UC & Agency Admin

 11:00 AM – 1:00 PM Community Safety Division All-Staff Quarterly Meeting

 1:00 PM – 1:30 PM PDX Fentanyl: UC/Equity

 1:30 PM – 2:00 PM Lunch

 2:00 PM – 3:00 PM PDX Fentanyl UC/OSC

 2:30 PM – 3:00 PM PDX Fentanyl: UC + OSC + Outreach and Engagement Huddle

 3:00 PM – 3:30 PM Mike J & Mike Myers check-in

 3:30 PM – 3:55 PM

 **3:55 PM – 5:00 PM**



After 5:00 PM

▲ Fri, Mar 22



All Day EP OOO



Before 7:00 AM



7:00 AM – 8:00 AM



8:00 AM – 8:30 AM PDX Fentanyl: Rapid Needs Assessment Task Force



8:30 AM – 9:00 AM Travel time



9:00 AM – 9:30 AM PDX Fentanyl C&G



9:30 AM – 10:00 AM MEET: OPB interview prep



10:00 AM – 10:30 AM OPB interview



10:00 AM – 11:00 AM PDX Fentanyl: UC, FSC, LSC



11:00 AM – 11:25 AM Prep for BCE meeting



11:25 AM – 11:30 AM



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



1:00 PM – 1:15 PM PDX Fentanyl: UC + Data Group -Weekly 15 minute Debrief



1:15 PM – 2:00 PM LUNCH - DO NOT SCHEDULE



2:00 PM – 3:00 PM OHSU: Bed tracker for medically-assisted recovery from SUD



2:00 PM – 3:00 PM PDX Fentanyl UC/OSC



3:00 PM – 3:15 PM



3:15 PM – 4:00 PM ***Teams Only Meeting Slot***



4:00 PM – 4:30 PM PDX Fentanyl: UC + AA Closeout



4:30 PM – 5:00 PM Meeting with Skyler Bocker-Knapp and Stephanie Howard



After 5:00 PM

▲ Sat, Mar 23 – Sun, Mar 24



All Day EP OOO



Before 7:00 AM



7:00 AM – 8:00 AM



After 8:00 AM

▲ Mon, Mar 25



All Day EP OOO



All Day Brandy - PTO



All Day Katy OOO



All Day Ken - Vacation



All Day Sierra - PTO



Before 7:00 AM



7:00 AM – 8:00 AM



8:00 AM – 8:30 AM PDX Fentanyl: Rapid Needs Assessment Coordination Call



8:00 AM – 9:00 AM Commissioner OOTO



8:30 AM – 9:00 AM Community Safety Divisions Leadership Briefings



9:00 AM – 9:25 AM PDX Fentanyl: C & G Meeting



9:25 AM – 9:30 AM



9:30 AM – 9:55 AM



9:55 AM – 10:00 AM

	10:00 AM – 10:30 AM	PDX Fentanyl All IMT Staff Briefing
	10:30 AM – 11:00 AM	
	11:00 AM – 12:00 PM	PDX Fentanyl: UC & Agency Admin Meeting
	11:15 AM – 12:00 PM	Gun Violence Emergency Declaration Planning Meeting
	12:00 PM – 1:00 PM	Lunch
	1:00 PM – 2:00 PM	PDX Fentanyl: PIO/UC
	2:00 PM – 3:00 PM	PDX Fentanyl UC/OSC
	3:00 PM – 3:15 PM	PDX Fentanyl UC + Planning
	3:15 PM – 3:30 PM	
	3:30 PM – 4:30 PM	PDX Fentanyl: Initial AAR Huddle
	4:15 PM – 5:00 PM	90 Day Fentanyl Emergency/Library Connection
	After 5:00 PM	

Tue, Mar 26

	All Day	EP OOO
	All Day	Brandy - PTO
	All Day	Katy OOO
	All Day	Ken - Vacation
	All Day	Sierra - PTO
	Before 7:00 AM	
	7:00 AM – 8:00 AM	
	8:00 AM – 8:30 AM	PDX Fentanyl: Rapid Needs Assessment Coordination Call
	8:30 AM – 9:00 AM	Community Safety Divisions Leadership Briefings
	9:00 AM – 9:25 AM	PDX Fentanyl: C & G Meeting

☐	9:25 AM – 9:30 AM	
☒	9:30 AM – 10:00 AM	Weekly check-in: PBEM & Cmr. Gonzalez
☒	10:00 AM – 11:00 AM	CareOregon participation in the emergency fentanyl declaration
☒	11:00 AM – 11:30 AM	Virtual 1:1 monthly meeting with Ryan Gillespie/Mike Myers
☒	11:30 AM – 12:30 PM	Lunch
☒	12:30 PM – 1:00 PM	Check in: Interim Deputy City Adm. & Cmr. Gonzalez (weekly)
☒	1:00 PM – 1:25 PM	Virtual meeting with Jenni Pullen
☐	1:25 PM – 1:30 PM	
☒	1:30 PM – 1:55 PM	Desk-Space
☐	1:55 PM – 2:00 PM	
☒	2:00 PM – 2:55 PM	PDX Fentanyl: UC/OSC Meeting
☐	2:55 PM – 3:00 PM	
☒	3:00 PM – 3:30 PM	PDX Fentanyl: JOHS Briefing to UC on Shelter Availability Tool
☐	3:30 PM – 4:00 PM	
☐	4:00 PM – 4:30 PM	Canceled: PDX Fentanyl: UC + AA Closeout
☐	4:30 PM – 5:00 PM	
☐	After 5:00 PM	

Wed, Mar 27

☐	All Day	Katy OOO
☐	All Day	Ken - Vacation
☐	All Day	Sierra - PTO

☐ All Day Nick (OOTO) vacation

☐ All Day

☐ All Day Mila Out of Office

☐ **Before 7:00 AM**

☐ 7:00 AM – 8:00 AM

☒ 8:00 AM – 8:30 AM PDX Fentanyl: Rapid Needs Assessment Coordination Call

☐ **8:30 AM – 9:00 AM**

☒ 9:00 AM – 9:25 AM PDX Fentanyl: C & G Meeting

☐ **9:25 AM – 9:30 AM**

☐ 9:30 AM – 9:55 AM

☐ **9:55 AM – 10:00 AM**

☒ 10:00 AM – 10:30 AM PDX Fentanyl: UC/LOFR

☐ 10:00 AM – 11:00 AM Virtual meeting with Chief Day

☒ 11:00 AM – 11:30 AM PDX Fentanyl: Staffing Meeting UC, Finance, Logs- Use this invite

☐ **11:30 AM – 12:00 PM**

☐ 12:00 PM – 1:00 PM Fentanyl Emergency Discussion

☒ 1:00 PM – 2:00 PM PDX Fentanyl: PIO/UC

☐ 2:00 PM – 4:00 PM Briefing / 90 day report

☐ 4:00 PM – 4:30 PM PDX Fentanyl: UC + AA Closeout

☐ **4:30 PM – 5:00 PM**

☐ **5:00 PM – 6:00 PM**

☒ 6:00 PM – 8:00 PM PSR Town Hall & Info Session Hosted by PCCEP

☐ 6:00 PM – 8:30 PM Canceled: DUPLICATE EVENT CANCELATION: HOLD for PCCEP PSR Town Hall

☐ **After 8:30 PM**

📌 Thu, Mar 28

- ☐ All Day Katy OOO
- ☐ All Day Ken - Vacation
- ☐ All Day Sierra - PTO
- ☐ All Day Nick (OTO) vacation
- ☐ **Before 7:00 AM**
- ☐ 7:00 AM – 8:00 AM
- ☒ 8:00 AM – 8:30 AM PDX Fentanyl: Rapid Needs Assessment Coordination Call
- ☐ 8:30 AM – 9:00 AM Community Safety Divisions Leadership Briefings
- ☒ 9:00 AM – 10:00 AM CAO Staff Meeting
- ☒ 9:00 AM – 10:00 AM PDX Fentanyl Planning
- ☐ 10:00 AM – 10:25 AM Calendar Review with Marie Rhoden
- ☐ **10:25 AM – 10:30 AM**
- ☒ 10:30 AM – 10:55 AM Public Safety Service Area: Budget Check In
- ☐ **10:55 AM – 11:00 AM**
- ☒ 11:00 AM – 12:00 PM PDX Fentanyl: UC & Agency Admin Meeting
- ☒ 12:00 PM – 12:30 PM Check-In
- ☒ 12:30 PM – 1:00 PM LUNCH - DO NOT SCHEDULE
- ☐ 1:00 PM – 1:30 PM PDX Fentanyl: UC/Equity
- ☒ 1:00 PM – 2:30 PM PDX Fentanyl: Rapid Needs Assessment Coordination In-Person Meeting
- ☐ **2:30 PM – 3:00 PM**
- ☒ 3:00 PM – 3:30 PM Mike J & Mike Myers check-in

- ☐ **3:30 PM – 4:00 PM**
- ☒ 4:00 PM – 4:15 PM Yashica + Mike Check-in
- ☐ **4:15 PM – 5:00 PM**
- ☐ **After 5:00 PM**

▲ **Fri, Mar 29**

- ☐ All Day Katy OOO
- ☐ All Day Ken - Vacation
- ☐ All Day Sierra - PTO
- ☐ All Day Nick (OOTO) vacation
- ☒ All Day M. Myers OOO -
- ☐ All Day MM OOO -
- ☒ 8:00 AM – 8:30 AM PDX Fentanyl: Rapid Needs Assessment Coordination Call
- ☒ 8:00 AM – 9:00 AM Updated invitation: Public Health & Safety Service Coordination Call @ Weekly from 8am to 9am on Friday from Fri Mar 29 to Thu Apr 4 (PDT) (mike.j.myers@portlandoregon.gov)
- ☒ 9:00 AM – 9:25 AM PDX Fentanyl: C & G Meeting

▲ **Sat, Mar 30 – Sun, Mar 31**

- ☒ All Day M. Myers OOO -
- ☐ All Day MM OOO -
- ☒ 7:00 AM – 8:00 AM