January 2020

**Wed, Jan 1**

**Thu, Jan 2**

- 2:30 PM – 3:00 PM  Amy Trieu Reviewer Check In

**Fri, Jan 3**

- All Day  Meg McElroy, Lisa Hansell Check in on Data Report approach
- 9:00 AM – 9:30 AM  PCL Reviewer Check In
  Pellegrino, Lisa
- 10:00 AM – 10:30 AM  Jessica Rojas/PCL Reviewer Check In
  Pellegrino, Lisa
- 10:30 AM – 11:00 AM  Melany Derochers Reviewer Check In
  Pellegrino, Lisa
- 11:00 AM – 11:30 AM  PCL Reviewer Check In
  Pellegrino, Lisa
- 1:00 PM – 1:30 PM  Elizabeth Guzman-Arroyo Reviewer Check In
  Pellegrino, Lisa
- 1:30 PM – 2:00 PM  Brandi Boersma PCL Reviewer Check In
  Pellegrino, Lisa
- 2:30 PM – 3:00 PM  Briana Babbitt Reviewer Check In
  Pellegrino, Lisa

**Mon, Jan 6**

- 8:00 AM – 10:00 AM  Free
- 10:00 AM – 10:30 AM  Sadie Atwell Reviewer Check In
  Pellegrino, Lisa
- 1:00 PM – 1:30 PM  Michelle Vance Reviewer Check In
- 4:30 PM – 5:00 PM  Alexandra Rice Reviewer Check In

**Tue, Jan 7**
4:30 PM – 5:00 PM  Jennifer Garcia reviewer check in
Phone 541 350 8259.

**Wed, Jan 8**

- All Day  Submit Time Sheet
- 9:30 AM – 10:30 AM  Monthly Staff Meeting
  Pellegrino, Lisa
- 10:30 AM – 11:00 AM  Juan Soto Reviewer Check In
  Pellegrino, Lisa
- 11:00 AM – 11:30 AM  PCL Reviewer Check In
  Pellegrino, Lisa

**Thu, Jan 9**

- Before 8:00 AM  Free
- 10:00 AM – 10:30 AM  PCL Reviewer Check in
  Pellegrino, Lisa
- 11:00 AM – 11:30 AM  Karen D'Apice Reviewer Check In
  Pellegrino, Lisa
- 2:30 PM – 3:00 PM  Elizabeth Lopez Reviewer Check in
  Pellegrino, Lisa

**Fri, Jan 10**

- 10:00 AM – 10:30 AM  Brooke Thacher Reviewer Check In
  Pellegrino, Lisa
- 10:30 AM – 11:00 AM  Sadie Atwell Reviewer Check in
- 11:00 AM – 11:30 AM  Kayla Greer Reviewer Check In
  Pellegrino, Lisa
- 11:30 AM – 12:00 PM  Adriel Person Reviewer Check In
  Pellegrino, Lisa
- 12:00 PM – 12:30 PM  Brandi Boersma Reviewer Check In
  Pellegrino, Lisa
- 1:30 PM – 2:00 PM  Lillian Ongelungel Reviewer Check In
  Pellegrino, Lisa
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
<td>2:30 PM – 3:30 PM</td>
<td>John Coghlan</td>
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<tr>
<td>Mon, Jan 13</td>
<td>Kati Robb Reviewer Check In</td>
<td>Pellegrino, Lisa</td>
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<tr>
<td>5:30 PM – 6:00 PM</td>
<td>Walter Rodriguez Reviewer Check In</td>
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<tr>
<td>Tue, Jan 14</td>
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<tr>
<td>Wed, Jan 15</td>
<td>Mary Gay Broderick, John Coghlan</td>
<td></td>
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<tr>
<td>Thu, Jan 16</td>
<td>Lisa Hansell, Arika Bunyoli, Meg McElroy</td>
<td>Pellegrino, Lisa</td>
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<td>Fri, Jan 17</td>
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<tr>
<td>Tue, Jan 21</td>
<td>Reviewer Checkin</td>
<td></td>
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<tr>
<td>Wed, Jan 22</td>
<td>Grantmakers Equity Network - Quarterly Meeting</td>
<td>DEQ - 700 NE Multnomah St., Suite #600, Room 1110, Portland, OR 97232</td>
</tr>
<tr>
<td>Thu, Jan 23</td>
<td>Briana Babbitt/Portland Children's Levy @ Thu Jan 23, 2020 9:30am - 10:30am (PST)</td>
<td>(<a href="mailto:lisa.pellegrino@portlandoregon.gov">lisa.pellegrino@portlandoregon.gov</a>)</td>
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<td></td>
<td>Reviewer Checkin</td>
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<td>1:00 PM – 1:30 PM</td>
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</tbody>
</table>
Fri, Jan 24

9:30 AM – 10:00 AM  Reviewer Check in
10:30 AM – 11:00 AM  Reviewer Check in
3:00 PM – 3:30 PM  Amy Trieu and Lisa Pellegrino: Final Reviewer Mtg
4:00 PM – 5:00 PM  Katie Kenton: Final Reviewer meeting

Mon, Jan 27

9:30 AM – 10:30 AM  Program Team Meeting Lisa Hansell, Meg McElroy, Arika Bridgeman Bunyoli
10:45 AM – 11:15 AM  PCL Interviews: Alysia Cox (Seraphie) Mayor’s Confernce Room Wheeler, Ted
11:30 AM – 12:00 PM  PCL Interview: Traci Rossi (Seraphie) Mayor’s Conference Room Wheeler, Ted
1:00 PM – 1:30 PM  PCL Interview: Toya Fick (Seraphie) Mayor’s Conference Room Wheeler, Ted
2:00 PM – 3:00 PM  Vivian Foster Final Reviewer Meeting
5:30 PM – 6:30 PM  Lillian Ongelungel Final Reviewer Meeting, Pellegrino, Lisa

Tue, Jan 28

11:00 AM – 12:00 PM  Lisa Hansell Pellegrino, Lisa
12:00 PM – 12:30 PM  Yohana Abraham Final Reviewer Meeting
1:00 PM – 2:00 PM  Adriel Person Final Reviewer Meeting
4:00 PM – 5:00 PM  Jessica Rojas Final Reviewer Meeting
### Wed, Jan 29
- 4:00 PM – 5:00 PM  **Brandi Boersma Final Reviewer Meeting**

### Thu, Jan 30
- 9:00 AM – 10:00 AM  **Michelle Vance Final Reviewer Meeting**
- 4:00 PM – 5:00 PM  **Kati Robb Final Reviewer Meeting**
- 5:00 PM – 5:45 PM  **Walter Rodriguez Final Reviewer Meeting**
- 6:30 PM – 7:00 PM  **Juan Soto Final Reviewer Meeting**

### Fri, Jan 31
- 10:00 AM – 11:00 AM  **Karen D’Apice Final Reviewer Meeting**
- 11:00 AM – 12:00 PM  **Brooke Thacher Final Reviewer Meeting**
- 1:00 PM – 2:00 PM  **Jessica Morris Final Reviewer Meeting**

### February 2020

### Mon, Feb 3
- 9:00 AM – 10:00 AM  **Kayla Greer Final Reviewer Meetings**
- 3:00 PM – 4:00 PM  **AC Meeting**
  - Council Chambers

### Tue, Feb 4
- 1:30 PM – 2:30 PM  Meg McElroy, Arika Bunyoli, Lisa HansellPellegrino, Lisa

### Wed, Feb 5

### Thu, Feb 6

### Fri, Feb 7
- **Mon, Feb 10**
  - 9:30 AM – 11:00 AM  *Monthly Staff Meeting*
    - TBD
    - Pellegrino, Lisa
  - 11:00 AM – 12:30 PM  Meg McElroy, Lisa Hansell, Arika Bunyoli

- **Tue, Feb 11**
  - All Day  *PCL Audit*
    - Our offices

- **Wed, Feb 12**
  - All Day  *PCL Audit*
    - Our offices

- **Thu, Feb 13**
  - 3:00 PM – 3:30 PM  *Grant Tracking System Budget*
    - PB LG 16 ppl AV - Rm 213
    - Craig, Sheila

- **Fri, Feb 14**
  - 9:30 AM – 10:30 AM  John Coghlan, Mary Gay Broderick

- **Tue, Feb 18**

- **Wed, Feb 19**
  - 9:30 AM – 10:30 AM  John Coghlan, Mary Gay Broderick

- **Fri, Feb 21**

- **Mon, Feb 24**
  - 5:30 PM – 7:30 PM  *Small Grants Community Meeting - LP attend*
    - Charles Jordan CC
Tue, Feb 25
- 10:00 AM – 11:00 AM  Meg McElroy, Lisa Hansell, Arika Bunyoli
- 11:00 AM – 12:00 PM  Lisa Hansell
- 1:00 PM – 2:00 PM  Baraso, Sam

Wed, Feb 26

Thu, Feb 27
- 9:30 AM – 10:30 AM  Peavey, Tom, Nike Greene

Fri, Feb 28

March 2020

Mon, Mar 2
- 1:00 PM – 2:30 PM  Updated invitation: GMT Investment Committee @
Mon Mar 2, 2020 1pm - 2:30pm (PST)
(lisa.pellegrino@portlandoregon.gov)
heidi@hbsaa.com
- 5:30 PM – 7:00 PM  Traci Rossi

Tue, Mar 3

Wed, Mar 4
Thur, Mar 5

4:30 PM – 5:00 PM  Budget Work Session
City Council Chambers

Fri, Mar 6

11:00 AM – 12:00 PM  John Kelly

Mon, Mar 9

Tue, Mar 10

Wed, Mar 11

9:30 AM – 10:30 AM  Monthly Staff Meeting
TBD
Pellegrino, Lisa

10:30 AM – 12:00 PM  Program Team Meeting
Office
Pellegrino, Lisa

Thu, Mar 12

12:00 PM – 1:00 PM  Bureau Directors ASAP Meeting (COVID-19)
Portland Building, room 108 (Leah Hing Room)
Rinehart, Tom

1:00 PM – 1:15 PM  Jessica Vega Pederson

Fri, Mar 13

10:00 AM – 10:30 AM  Mitch Hornecker
Mon, Mar 16

- 2:00 PM – 2:30 PM Building Closure
  (971) 323-0035, 735947924# (Dial-in Number)
  Rinehart, Tom

- 4:00 PM – 4:15 PM City Directors check-in opportunity
  Skype Meeting
  Shiplet, Diana

Tue, Mar 17

- 4:00 PM – 4:15 PM City Directors check-in opportunity
  Skype Meeting
  Shiplet, Diana

Wed, Mar 18

- 1:00 PM – 2:00 PM Mary Gay Broderick, John Coghlan

- 4:00 PM – 4:15 PM City Directors check-in opportunity
  Skype Meeting
  Shiplet, Diana

Thu, Mar 19

- 10:00 AM – 11:00 AM Program Team Meeting

- 4:00 PM – 4:15 PM City Directors check-in opportunity
  Skype Meeting
  Shiplet, Diana

Fri, Mar 20

- 4:00 PM – 4:15 PM City Directors check-in opportunity
  Skype Meeting
  Shiplet, Diana
Mon, Mar 23

4:00 PM – 4:15 PM  City Directors check-in opportunity
Skype Meeting
Shiplet, Diana

Tue, Mar 24

Before 8:00 AM  Free

10:00 AM – 11:00 AM  PCL Staff Meeting

11:00 AM – 12:00 PM  Lisa Hansell

12:00 PM – 2:00 PM  Technical Assistance Discussion - Grantmakers Equity Network
Previdelli, Angela

4:00 PM – 4:15 PM  City Directors Check-in Opportunity
Zoom meeting
Rinehart, Tom

Wed, Mar 25

1:00 PM – 2:00 PM  John Coghlan

Thu, Mar 26

12:30 PM – 1:00 PM  Felicia Tripp Folsom

Fri, Mar 27

12:00 PM – 1:00 PM  Greg Belisle

2:30 PM – 3:15 PM  Baraso, Sam

Mon, Mar 30

2:30 PM – 3:00 PM  Felicia Tripp Folsom
Tue, Mar 31

- 10:30 AM – 11:30 AM  Meg McElroy, John Kelly
- 4:00 PM – 4:15 PM  City Directors Check-in Opportunity
  Zoom meeting
  Rinehart, Tom

April 2020

Wed, Apr 1

- 8:30 AM – 8:45 AM  Spalding Bldg/Harrison Sq Ordinance
  Skype Meeting
  Goble, Pauline
- 3:00 PM – 4:00 PM  PCL  Staff Check In

Thu, Apr 2

- 11:15 AM – 11:45 AM  Greg Belisle, May Cha
- 4:00 PM – 4:15 PM  City Directors Check-in Opportunity
  Zoom meeting
  Rinehart, Tom

Fri, Apr 3

Mon, Apr 6

- 2:00 PM – 3:00 PM  Program Team Meeting

Tue, Apr 7

- 11:00 AM – 12:00 PM  Felicia Tripp Folsom
- 12:00 PM – 4:00 PM  Free
<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Event</th>
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<tbody>
<tr>
<td>Wed, Apr 8</td>
<td>9:30 AM – 10:30 AM</td>
<td>PCLStaff Meeting</td>
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<td>Thu, Apr 9</td>
<td>10:00 AM – 11:00 AM</td>
<td>Elizabeth Gaines/COVID response checkin</td>
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<td>4:00 PM – 4:15 PM</td>
<td>City Directors Check-in Opportunity</td>
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<td>11:20 PM – 11:50 PM</td>
<td>Program Team - revised recommendations</td>
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<td>Fri, Apr 10</td>
<td></td>
<td>Asena Lawrence</td>
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<td>Mon, Apr 13</td>
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<td>Traci Rossi</td>
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<td>Tue, Apr 14</td>
<td>1:30 PM – 2:30 PM</td>
<td>Jessica Vega Pederson PCL Funding Preparation</td>
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<td>3:30 PM – 4:30 PM</td>
<td>Mitch Hornecker: Funding Prep Meeting</td>
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<td>4:00 PM – 4:15 PM</td>
<td>City Bureau Directors Check-in</td>
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<tr>
<td>Wed, Apr 15</td>
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<td>9:30 AM – 10:30 AM</td>
<td>Mary Gay Broderick, John Coghlan</td>
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<td>Thu, Apr 16</td>
<td>11:00 AM – 12:00 PM        PCL Staff meeting</td>
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<td>4:00 PM – 4:15 PM          City Bureau Directors Check-in</td>
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<td>Via Zoom</td>
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<td>Rinehart, Tom</td>
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<td>Fri, Apr 17</td>
<td>10:30 AM – 11:30 AM        McElroy, Hansell, Bunyoli</td>
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<td>Mon, Apr 20</td>
<td>1:30 PM – 2:30 PM          Hansell, McElroy, Bunyoli</td>
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<td>Tue, Apr 21</td>
<td>3:00 PM – 4:00 PM          McElroy, Hansell, Bunyoli</td>
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<td>4:00 PM – 4:15 PM          City Bureau Directors Check-in</td>
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<td>Via Zoom</td>
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<td>Rinehart, Tom</td>
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<tr>
<td>Wed, Apr 22</td>
<td>1:00 PM – 2:00 PM          Tia Williams, Asena Lawrence</td>
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<td>Thu, Apr 23</td>
<td>Before 8:00 AM             Free</td>
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<td>11:00 AM – 12:00 PM        PCL Staff Meeting</td>
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3:15 PM – 3:45 PM  Mitch Hornecker

4:00 PM – 4:15 PM  City Bureau Directors Check-in
                     Via Zoom
                     Rinehart, Tom

Fri, Apr 24

10:00 AM – 12:00 PM  Allocation Committee Meeting
                     City Council Chambers, 2nd Fl1221 SW 4th Ave.,
                     Portland
                     Pellegrino, Lisa

Mon, Apr 27

10:30 AM – 11:30 AM  Program Team Meeting
                     https://zoom.us/j/93705857062?pwd=Zk1oc3hpVXZ6bU45
                     SWRTKJabFpDz09
                     Johnson, Meg McElroy

Tue, Apr 28

9:30 AM – 10:30 AM  Weekly PCL Staff Check In

11:00 AM – 12:00 PM  Lisa Hansell

4:00 PM – 4:15 PM  City Bureau Directors Check-in
                     Via Zoom
                     Rinehart, Tom

Wed, Apr 29

1:00 PM – 2:00 PM  John Coghlan

Thu, Apr 30

3:30 PM – 4:00 PM  Chris Chiacchierini
May 2020

**Fri, May 1**
- 11:00 AM – 12:00 PM  PCL Staff Meeting

**Mon, May 4**
- 3:00 PM – 5:00 PM  Allocation Committee Meeting
  City Council Chambers, 1221 SW 4th Ave., 2nd Floor, Portland
  Pellegrino, Lisa

**Tue, May 5**
- 9:30 AM – 10:30 AM  PCL Weekly Staff Check In
- 4:00 PM – 4:15 PM  City Bureau Directors Check-in
  Via Zoom
  Rinehart, Tom

**Wed, May 6**
- 10:30 AM – 12:00 PM  Program Team Meeting
  Office
  Pellegrino, Lisa

**Thu, May 7**
4:00 PM – 4:15 PM  City Bureau Directors Check-in
Via Zoom
Rinehart, Tom

Fri, May 8

Mon, May 11

2:00 PM – 2:30 PM  Seth Truby; BRAVO checkin

3:30 PM – 4:00 PM  Maria Valez - Lat Net

Tue, May 12

9:30 AM – 10:30 AM  Program Team Meeting
https://zoom.us/j/94425155289
Johnson, Meg McElroy

1:00 PM – 1:30 PM  Adriana Lopez; El Programa check in

4:00 PM – 4:15 PM  City Bureau Directors Check-in
Via Zoom
Rinehart, Tom

Wed, May 13

9:30 AM – 10:30 AM  Weekly PCL Staff Check In

12:00 PM – 1:00 PM  Oregon Food Bank  Zoom call on HR/OFB efforts

4:00 PM – 4:30 PM  Trent Aldridge; SEI Check in

Thu, May 14

9:30 AM – 11:00 AM  Small Grants check-in
Johnson, Meg McElroy, Arika Bunyoli

10:00 AM – 11:00 AM  Bridgeman-Bunyoli, Arika

12:00 PM – 12:30 PM  Rachel Shultz BGC Check IN
2:00 PM – 2:15 PM  Johnson, Meg McElroy

4:00 PM – 4:15 PM  City Bureau Directors Check-in
Via Zoom
Rinehart, Tom

Fri, May 15

9:30 AM – 10:00 AM  Kris Sobroeto; Village Gardens Check in

10:00 AM – 10:30 AM  Tent Playworks Asia Wise Carver

Mon, May 18

10:00 AM – 10:30 AM  John Kelly Budget Guidance Discussion

10:30 AM – 11:00 AM  John Kelly

2:00 PM – 2:30 PM  NAYA AS Tamara Henderson Mick Waggoner

Tue, May 19

9:30 AM – 10:30 AM  Program Team

1:30 PM – 1:55 PM  Ally Meyer, Oregon Food Bank

2:00 PM – 2:30 PM  Carolyn Manke/Grace Girls Inc

4:00 PM – 4:15 PM  City Bureau Directors Check-in
Via Zoom
Rinehart, Tom

Wed, May 20

9:30 AM – 10:30 AM  Weekly PCL Staff Check In

10:30 AM – 11:30 AM  John Coghlan, Mary Gay Broderick

Thu, May 21
Fri, May 22

Tue, May 26

Wed, May 27

Thu, May 28

Fri, May 29
**Mon, Jun 1**

1:30 PM – 2:00 PM  
Andy Miller

**Tue, Jun 2**

4:00 PM – 4:15 PM  
City Bureau Directors Check-in
Via Zoom
Rinehart, Tom

**Wed, Jun 3**

10:30 AM – 12:00 PM  
Program Team Meeting
https://us02web.zoom.us/j/88071229675?pwd=aEVPVkhTb0FLVkJnaFVGYj1Znp2UT09
Pellegrino, Lisa

**Thu, Jun 4**

4:00 PM – 4:15 PM  
City Bureau Directors Check-in
Via Zoom
Rinehart, Tom

**Fri, Jun 5**

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**Mon, Jun 8**

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**Tue, Jun 9**
<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
<th>Details</th>
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<tbody>
<tr>
<td>10:00 AM – 11:00 AM</td>
<td>John Coghlan, Mary Gay Broderick</td>
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<tr>
<td>3:00 PM – 4:00 PM</td>
<td>Program Team check in</td>
<td>Phone</td>
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<td>Pellegrino, Lisa</td>
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<tr>
<td>4:00 PM – 4:15 PM</td>
<td>City Bureau Directors Check-in</td>
<td>Via Zoom</td>
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<td>Rinehart, Tom</td>
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**Wed, Jun 10**

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<th>Time</th>
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<tbody>
<tr>
<td>8:30 AM – 9:30 AM</td>
<td>Weekly PCL Staff Check In</td>
<td><a href="https://zoom.us/j/93561932309?pwd=QS82Rnc0cXdYMA3eHVKK3luOFcwdz09Pellegrino">https://zoom.us/j/93561932309?pwd=QS82Rnc0cXdYMA3eHVKK3luOFcwdz09Pellegrino</a>, Lisa</td>
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**Thu, Jun 11**

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<tr>
<th>Time</th>
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<tbody>
<tr>
<td>All Day</td>
<td>MG, LH, MM, ABB Furlough</td>
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<tr>
<td>4:00 PM – 4:15 PM</td>
<td>City Bureau Directors Check-in</td>
<td>Via Zoom</td>
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<td>Rinehart, Tom</td>
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**Fri, Jun 12**

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**Mon, Jun 15**

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<th>Event Description</th>
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<tbody>
<tr>
<td>2:30 PM – 4:00 PM</td>
<td>CAB Meeting; City council staff; Tia Williams</td>
<td>Zoom</td>
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<td>CAB Agenda</td>
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**Tue, Jun 16**

<table>
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<tr>
<th>Time</th>
<th>Event Description</th>
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<tr>
<td>Before 8:00 AM</td>
<td>Free</td>
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<tr>
<td>8:00 AM – 4:00 PM</td>
<td>Free</td>
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</tbody>
</table>
4:00 PM – 4:15 PM  City Bureau Directors Check-in
Via Zoom
Rinehart, Tom

**Wed, Jun 17**

- **Before 8:00 AM**  Free
- **8:00 AM – 10:00 AM**  Free
- **10:30 AM – 12:00 PM**  Program Team Meeting
- **2:00 PM – 3:00 PM**  City Council Meeting

**Thu, Jun 18**

- **10:00 AM – 11:00 AM**  John Coghlan
- **1:00 PM – 2:00 PM**  PCL Staff Meeting
- **4:00 PM – 4:15 PM**  City Bureau Directors Check-in
Via Zoom
Rinehart, Tom

**Fri, Jun 19**

- **Mon, Jun 22**

- **Tue, Jun 23**

- **11:00 AM – 12:00 PM**  Lisa Hansell
- **4:00 PM – 4:15 PM**  City Bureau Directors Check-in
Via Zoom
Rinehart, Tom
▲ Wed, Jun 24

■ 9:00 AM – 10:00 AM  PCL Staff Check In

■ 1:00 PM – 2:00 PM  Mary Gay Broderick, John Coghlan

▲ Thu, Jun 25

■ 10:00 AM – 10:45 AM  Rachel Schutz

■ 4:00 PM – 4:15 PM  City Bureau Directors Check-in
Via Zoom
Rinehart, Tom

▲ Fri, Jun 26

□

▲ Mon, Jun 29

□

▲ Tue, Jun 30

■ 9:00 AM – 10:30 AM  PCL Staff Meeting

■ 4:00 PM – 4:15 PM  City Bureau Directors Check-in
Via Zoom
Rinehart, Tom