

# November 28, 2016 - December 4, 2016

November 2016						
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December 2016						
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## Monday, November 28

A shift

- 9:10am - 9:30am Weekly update, Angela & Rebecca (Chief Reed's office) - Deloach Reed, Teresa
- 11:00am - 12:00pm HOLD - Oakland A's - discuss public safety & access at Howard Terminal (City Administrator) - Deloach Reed, Teresa
- 11:00am - 12:00pm HOLD Meet w/A's and Fire (City Hall, 3rd Floor, Building Bridges Room) - Cappio, Claudia
- 1:00pm - 2:00pm Oracle R12 Deployment Plans & Decommissioning Oracle R11 (Hearing Room 4) - James, Lawson
- 2:00pm - 3:00pm Chief Teresa Reed/ CM Desley Brooks (City Council) - Deloach Reed, Teresa

## Tuesday, November 29

B shift

- 3:00pm - 4:00pm Commercial inspections - status (Chief Reed's office) - Deloach Reed, Teresa
- 4:00pm - 5:00pm Trinette biweekly mtg. (Chief Reed's office) - Deloach Reed, Teresa
- 5:30pm - 9:30pm Special Council (Council Chamber)

## Wednesday, November 30

12:00am vacation

C shift

- 10:00am - 10:30am Charleton Lightfoot, advertising revision (here) - Deloach Reed, Teresa
- 1:00pm - 2:00pm Please HOLD - Project Coordination and Planning for Vegetation Management Plan (250 FHOP, 3rd Floor, Dimond Conference Room) - Robinson Pinon, Angela C
- 2:00pm - 4:00pm Senior Staff Meeting (HR 4) - Landreth, Sabrina
- 4:00pm - 4:30pm Dalziel Building Space Config - Meet & Greet with Consultants (Noll & Tam) (City Hall - Hearing Room #4 (2nd Floor near City Clerk's Office)) - Hom, Stephanie
- 6:00pm - 8:30pm Does Big Philanthropy Undermine Democracy and Civil Society (Bower Center, Berkeley)

## Thursday, December 1

vacation

A shift

- 8:00am - 8:30am Cal Metro conf. call
- 10:00am - 11:00am AHSF Campaign (Office of Chief Reed, 150 Frank H. Ogawa Plaza #3354, Oakland) - Grandt, Linda
- 10:00am - 11:00am Debra Barnes, AHS (here)
- 11:00am - 12:00pm Stewart McGehee biweekly mtg. (Chief Reed's office) - Deloach Reed, Teresa
- 1:00pm - 2:00pm (Chief Reed's office) - Deloach Reed, Teresa
- 4:00pm - 4:30pm David Davis (Chief Reed's office) - Deloach Reed, Teresa

## Friday, December 2

vacation

B shift

- 9:00am - 9:30am Meet Jamilah in front of 150 FOP
- 9:30am - 5:30pm Settlement Conference- w/ Jamilah Jefferson ext. 7686 (450 Golden Gate Avenue, Federal Court, 15th Floor, Courtroom Room #A- San Francisco)
- 10:00am - 12:00pm EBRCSA board mtg., Assembly Room, Alameda County OES (4985 Broder Blvd., Dublin - Auditorium)
- 10:00am - 12:00pm Oakland Vegetation Management Plan and CEQA - Kick-off Meeting (City Hall (1 Frank Ogawa Plaza), Hearing Room 4) - Allison Chan

## Saturday, December 3

vacation

C shift

5:30pm - 8:30pm

## Sunday, December 4

vacation

A shift



# December 5, 2016 - December 11, 2016

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## Monday, December 5

☐ ← **vacation** →

☐ B shift

☒ 6:30pm - 9:00pm Public Safety & Services Oversight Committee - (Hearing Room 1) - Deloach Reed, Teresa

## Tuesday, December 6

☐ ← **vacation** →

☐ C shift

☐ **vacation**

☒ 9:30am - 11:30am Special Finance Committee (Sgt. Dunakin Room) - Deloach Reed, Teresa

☒ 5:30pm - 9:30pm Special Public Safety Committee (Sgt. Dunakin Room) - Deloach Reed, Teresa

## Wednesday, December 7

☐ ← 12:00am **vacation** →

☐ A shift

☐ **vacation**

☒ 3:00pm - 5:00pm Confirmed: ARCBA Board Meeting (Holiday Party will Follow) (SF Office, 1663 Market Street, San Francisco, CA 94103) - Rikken, Trevor

☒ 3:30pm - 4:00pm Media availability (EOC)

☒ 5:00pm - 7:30pm ARCBA holiday party (1663 Market Street, SF)

☒ 5:00pm - 7:30pm Confirmed: Bay Area Holiday Party with the Board, Volunteers, Alumni and Friends (SF Office) - Rikken, Trevor

## Thursday, December 8

☐ B shift

☒ 8:00am - 8:00pm DO NOT SCHEDULE

☒ 9:00am - 11:30am Local 55 monthly meeting (Fire Admin conference room) - Deloach Reed, Teresa

☒ 9:00am - 11:30am Local 55 monthly meeting (rescheduled from 12/2) (Fire Admin) - Deloach Reed, Teresa

☒ 10:00am - 7:00pm Meeting with NFPA (Meet in Lobby of 250 FHOP) - Robinson Pinon, Angela C

☒ 2:15pm - 2:45pm Special City Council (council chamber)

## Friday, December 9

☐ C shift

☒ 8:00am - 7:00pm DO NOT SCHEDULE

☒ 9:00am - 1:00pm Joint labor/mgt. - Transport RFP/next steps (IBEW hall, 6250 Village Pkwy, Dublin, CA 94568) - Deloach Reed, Teresa

☒ 2:00pm - 2:30pm Leadership Oakland (Chamber of Commerce) - greet attendees (Chamber of Commerce office, 14th Street)

☒ 2:30pm - 3:30pm OFD Monthly IT Meeting (150 FOP - OFD 3rd Floor Conf. Room) - Baig, Ahsan

☒ 3:00pm - 4:00pm Urgent: Fire Check In - 3:00 p.m. today (Sabrina's Office - CAO 3rd Floor) - Orogas, Alexandra

## Saturday, December 10

☐ A shift

## Sunday, December 11

☐ B shift



# December 12, 2016 - December 18, 2016

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January 2017						
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## Monday, December 12

- ☐ C shift
- 9:10am - 9:30am Weekly update, Angela & Rebecca** (Chief Reed's office) - Deloach Reed, Teresa
- 2:00pm - 3:30pm meeting request from Sabrina Landreth: preparation for Tues presser with ATF and DA** (Sabrina's office) - Boyd, Karen
- 6:00pm - 8:00pm** Deloach Reed, Teresa

## Tuesday, December 13

- 12:00am** vacation
- ☐ A shift
- Timecards must be approved by 2 pm today - NO EXCEPTIONS** (Oracle)
- 8:00am - 8:30am League Fire Chiefs Conference Call** (916 658-8286 no passcode)
- 9:00am - 9:30am Robert Duval - call him at** (NFPA)
- 9:30am - 11:00am Pre-meet: press conference and media availability prep** (EOC, 3rd floor, large conference room) - Boyd, Karen
- 10:30am - 11:00am Timecards must be approved by 2 pm- no exceptions**
- 11:00am - 12:00pm ATF Press conference** (1605 MLK)
- 1:00pm - 2:00pm OBFFA monthly meeting** (OFD Admin conf. room) -
- 2:30pm - 3:30pm Biweekly personnel meeting** (OFD large)
- 5:30pm - 8:30pm Special Council** (Council Chamber) - Deloach Reed,

## Wednesday, December 14

- ☐ vacation
- ☐ B shift
- 8:30am - 2:00pm EMSD interviews (Asst Mgr position) - 3** (Fire Admin)
- 8:45am - 2:15pm ASSISTANT EMERGENCY SERVICES MANAGER PANEL INTERVIEW** (150 Frank Ogawa Plaza, Ste. #3354) - Ogata, Eileen
- 2:00pm - 4:00pm Senior Staff Meeting** (HR 4) - Landreth, Sabrina
- 4:00pm - 5:15pm AHSF BOD Mtg.** (Claremont CC) - Grandt, Linda
- 5:30pm - 8:00pm Holiday Event** (Claremont CC) - Grandt, Linda
- 5:30pm - 7:30pm A Fond Farewell to Mike Neary - Appetizers & Limited Open Bar** (Luka's Taproom & Lounge, 2221 Broadway & West Grand, Oakland) - Calabrese, Christine

## Thursday, December 15

- ☐ vacation
- ☐ C shift
- 8:00am - 9:00am Senior dispatchers' meeting with Chief Reed** (Chief Reed's office - 150 FOP, #3354) - Deloach Reed, Teresa
- 10:00am - 10:30am BC Lisa Baker - safety update** (Chief Reed's office) - Deloach Reed, Teresa
- 11:00am - 1:00pm Emergency Management and Disaster Preparedness Council 4th Quarter Meeting - December 15, 2016 -**
- 2:00pm - 3:00pm Miguel Trujillo biweekly mtg.** (Chief Reed's office) - Deloach Reed, Teresa
- 3:00pm - 4:00pm Meet with Pat Morrison IAFF** (Human Resources)
- 4:00pm - 5:00pm Stew McGehee biweekly 1 on 1** (Chief Reed's)
- 5:00pm - 7:00pm Employee Recognition Event - Capt. Sherman is**
- 5:30pm - 6:00pm 35+ Years of Service Ceremony for Earnest**
- 6:00pm - 9:00pm**

## Friday, December 16

- 12:00am** vacation
- ☐ A shift
- Lisa Baker vacation**
- 9:00am - 10:00am Monthly budget review** (Chief Reed's conference room) - Deloach Reed, Teresa
- 11:00am - 12:00pm ERAC CALL** - Willette, Kenneth
- 4:00pm - 5:00pm Meet re: Commerical Inspection** (Sabrina's office) - Landreth, Sabrina
- 6:00pm - 8:00pm**

## Saturday, December 17

- ☐ B shift
- 5:00pm - 7:00pm**

## Sunday, December 18

- ☐ C shift



# December 19, 2016 - December 25, 2016

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January 2017						
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## Monday, December 19

- A shift ☉
- Recruit Class 2-16 begins
- 9:15am - 11:15am [redacted] Deloach Reed, Teresa
- 11:20am - 11:40am Weekly update, Angela & Rebecca (Chief Reed's office) - Deloach Reed, Teresa ☉
- 12:00pm - 1:00pm Visit Recruit Class (Training)
- 1:30pm - 2:30pm OFD Management Meeting (150 FHOP, OFD Admin 3rd floor) - Appleyard, Ian
- 3:00pm - 4:00pm NY Times, Thomas Fuller Interview- Photographer TBD (Chief Reed's Office)

## Tuesday, December 20

- 3:30am [redacted] vacation →
- B shift ☉
- Council Winter Recess
- 1:30pm - 2:30pm The Fire Prevention Bureau - M Trujillo, C Avila, P Sierra (Chief Reed's office) - Deloach Reed, Teresa
- 3:00pm - 4:00pm Darin White biweekly mtg. (Chief Reed's office) - Deloach Reed, Teresa ☉

## Wednesday, December 21

- ← [redacted] vacation →
- C shift ☉
- 9:00am - 1:00pm ALCO Fire Chiefs meeting / holiday lunch (Scott's Jack London Sq.) - Deloach Reed, Teresa ☉
- 10:00am - 11:00am 31st Ave Warehouse Fire Recovery and Documentation Request (Online meeting) - Eide, Cathey

## Thursday, December 22

- ← [redacted] vacation →
- A shift ☉
- 8:30am - 9:00am Call [redacted]
- 9:00am - 12:00pm Executive staff (Fire Admin conf. room) - Deloach Reed, Teresa ☉
- 3:00pm - 4:00pm Cathey Eide biweekly meeting (Chief Reed's office) ☉

## Friday, December 23

- ← [redacted] vacation →
- B shift ☉
- 9:30am - 10:30am Mark Hoffmann biweekly meeting (Chief Reed's office) - Deloach Reed, Teresa ☉
- 12:00pm - 1:00pm Off site meeting

## Saturday, December 24

- ← [redacted] vacation →
- C shift ☉

## Sunday, December 25

- ← [redacted] vacation →
- A shift ☉



# December 26, 2016 - January 1, 2017

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January 2017

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## Monday, December 26

←	vacation	→
12:00am	vacation	→
B shift		
Christmas Holiday		

## Tuesday, December 27

←	vacation	→
←	vacation	→
12:00am	vacation	→
12:00am	vacation	→
C shift		
8:00am - 8:30am	Council Winter recess	
1:00pm - 2:00pm	Lunch -	

## Wednesday, December 28

←	vacation	→
12:00am	vacation	→
←	vacation	→
←	vacation	→
A shift		
11:30am - 2:00pm	Off site meeting	
12:00pm - 1:00pm		

## Thursday, December 29

←	vacation	→
←	vacation	→
←	vacation	→
B shift		
10:00am - 12:00pm	Critical incident stress debriefing (Hearing Room 4, City Hall) - Deloach Reed, Teresa	
5:00pm - 6:00pm		

## Friday, December 30

4:00am	vacation	
←	vacation	→
12:00am	vacation	→
vacation		
C shift		
holiday		
extra holiday		

## Saturday, December 31

←	vacation	→
A shift		
3:00pm - 4:00pm		

## Sunday, January 1

←	vacation	→
B shift		



# January 2, 2017 - January 8, 2017

January 2017

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February 2017

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## Monday, January 2

- ☐ ← **vacation** →
- ☐ **12:00am** **vacation** →
- ☐ **C shift** ☉
- ☐ **New Year's Holiday**
- ☒ **1:00pm - 4:00pm** [REDACTED]

## Tuesday, January 3

- ☐ ← **vacation** →
- ☐ ← **12:00am** **vacation** →
- ☐ **A shift** ☉
- ☒ **9:10am - 9:30am Weekly update, Angela & Rebecca** (Chief Reed's office) - Deloach Reed, Teresa ☉
- ☒ **10:30am - 11:30am Video Chat - Chief Reed** (KTOP) - Deloach Reed, Teresa
- ☒ **11:00am - 11:30am** [REDACTED]
- ☒ **1:00pm - 2:00pm OBFFA monthly meeting** (OFD Admin conf. room) - Deloach Reed, Teresa ☉
- ☒ **2:00pm - 3:00pm Stewart McGehee biweekly mtg.** (Chief Reed's office) - Deloach Reed, Teresa ☉
- ☒ **4:00pm - 5:00pm Bi-Weekly Meeting with Chief Reed** (Sabrina's office) - Landreth, Sabrina ☉
- ☒ **5:30pm - 8:30pm CANCELLED Council** (Council Chambers) - Deloach

## Wednesday, January 4

- ☐ ← **vacation** →
- ☐ **12:00am Mark Hoffmann, acting chief** (OFD) - Deloach Reed, Teresa →
- ☐ **12:00am Metro Fire Chiefs Winter Board meeting** (Austin, TX) →
- ☐ **B shift** ☉
- ☒ **9:00am - 10:30am Executive staff** (Admin conf. room) ☉
- ☒ **10:30am - 11:30am Senior staff** (Admin conf. room) ☉
- ☒ **2:00pm - 4:00pm Senior Staff Meeting** (HR 4) - Landreth, Sabrina ☉

## Thursday, January 5

- ☐ ← **12:00am** **vacation** →
- ☐ ← **Mark Hoffmann, acting chief** (OFD) - Deloach Reed, Teresa →
- ☐ ← **Metro Fire Chiefs Winter Board meeting** (Austin, TX) →
- ☐ **C shift** ☉
- ☒ **9:00am - 9:30am Satellite phone testing - Bimonthly First Thursday** - 9 am to 5 pm - Ogata, Eileen ☉
- ☒ **10:10am - 10:40am** [REDACTED]
- ☒ **3:00pm - 4:30pm OFD Monthly IT Meeting** (1605 MLK Jr Way, EOC Media Room) - Baig, Ahsan

## Friday, January 6

- ☐ ← **12:00am Mark Hoffmann, acting chief** (OFD) - Deloach Reed, Teresa →
- ☐ ← **12:00am Metro Fire Chiefs Winter Board meeting** (Austin, TX) →
- ☐ **A shift** ☉
- ☒ **9:00am - 11:30am Local 55 monthly meeting** (Fire Admin conference room) - Deloach Reed, Teresa ☉
- ☒ **5:00pm - 8:00pm 3 Wise Men Toy Giveaway** (Fruitvale Transit Village)

## Saturday, January 7

- ☐ **B shift** ☉

## Sunday, January 8

- ☐ **12:00am Melinda Drayton - FEMA AFG grant review** →
- ☐ **C shift** ☉



# January 9, 2017 - January 15, 2017

January 2017						
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February 2017						
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## Monday, January 9

- ← Melinda Drayton - FEMA AFG grant review →
- 12:00am [redacted] vacation →
- A shift ○
- [redacted] vacation
- 9:10am - 9:30am Weekly update, Angela & Rebecca (Chief Reed's office) - Deloach Reed, Teresa ○
- 11:00am - 2:00pm Special Council inauguration (Council Chamber)
- 2:00pm - 3:00pm Chief Teresa Reed / CM Desley Brooks (City Council) - Deloach Reed, Teresa ○
- 4:00pm - 5:30pm Meeting with Oakland Zoo (Oakland Zoo - 9777 Golf Links Rd, Oakland, CA 94605) - Mlay, Serenity S.
- 6:00pm - 8:00pm [redacted]  
Deloach Reed, Teresa ○

## Tuesday, January 10

- ← Melinda Drayton - FEMA AFG grant review →
- ← [redacted] vacation →
- B shift ○
- 8:00am - 8:30am Cal OES teleconference re joint application for terrorism grant w/ Cal Chiefs (Conference Line: [redacted] or [redacted])
- 8:00am - 8:30am Statewide Application for FEMA's Complex Coordinated Terrorist Attack grant (Conference Line: [redacted])
- 9:30am - 11:30am Finance Committee (Sgt. Dunakin room) ○
- 1:00pm - 2:00pm Monthly budget review (Chief Reed's conference room) - Deloach Reed, Teresa ○
- 2:30pm - 3:30pm Biweekly personnel meeting (OFD large conference room) - Deloach Reed, Teresa ○
- 3:30pm - 4:30pm Darin White biweekly mtg. (Chief Reed's office) - Deloach Reed, Teresa ○
- 6:00pm - 9:00pm Public Safety Committee (Sgt. Dunakin Rm., 1st

## Wednesday, January 11

- ← Melinda Drayton - FEMA AFG grant review →
- ← 12:00am [redacted] vacation →
- C shift ○
- 8:30am - 9:00am Charleton Lightfoot - recruitment update (Chief Reed's office) - Deloach Reed, Teresa
- 10:30am - 12:30pm IDR Airport Staffing w L55, caucus 10:30 meet at 11 (150 FHOP, 2nd Floor, Employee Relations Conference Room) - Appleyard, Ian
- 2:00pm - 4:00pm Senior Staff Meeting (HR 4) - Landreth, Sabrina ○
- 4:00pm - 5:00pm Miguel Trujillo biweekly mtg. (Chief Reed's office) - Deloach Reed, Teresa ○
- 5:30pm - 6:30pm off site (picans)

## Thursday, January 12

- ← Melinda Drayton - FEMA AFG grant review →
- 12:00am EOC Activation →
- A shift ○
- 8:00am - 8:30am League Fire Chiefs Conference Call [redacted] no passcode ○
- 8:30am - 9:30am Fire Prevention moving forward and expectations
- 10:00am - 11:00am Meet re: Seneca School site visit (City Hall, 11th Floor Conference Room) - Cappio, Claudia
- 11:00am - 12:00pm Fire Safety Task Force Meeting (Building Bridges Room City Hall) - DeVries, Joe
- 1:00pm - 2:00pm Trinette biweekly mtg. (Chief Reed's conference room) - Deloach Reed, Teresa ○
- 2:00pm - 2:30pm Caryl Casden - [redacted] (by phone x.
- 2:30pm - 3:00pm Jamilah Jefferson [redacted]
- 4:00pm - 4:30pm [redacted]

## Friday, January 13

- ← 12:00am Melinda Drayton - FEMA AFG grant review →
- ← EOC Activation →
- B shift ○
- 9:00am - 10:00am AHSF Treasurer Transition (350 Frank H. Ogawa Plaza #900, Oakland) - Grandt, Linda
- 11:00am - 3:00pm [redacted]
- 12:00pm - 1:30pm Tomiquia's SURPRISED Farewell Potluck (Hearing Room 4) - Ordaz Salto, Karely

## Saturday, January 14

- ← EOC Activation →
- C shift ○

## Sunday, January 15

- ← EOC Activation →
- A shift ○



# January 16, 2017 - January 22, 2017

January 2017						
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February 2017						
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## Monday, January 16

- ← EOC Activation →
- B shift ☉
- Martin Luther King Holiday
- 9:00am - 1:00pm 17th Annual MLK Tree Planting Event / Lunch with CALFIRE & Chief Pimlott (400 Broadway, Oakland, CA )

## Tuesday, January 17

- ← EOC Activation →
- C shift ☉
- 8:00am - 5:00pm [REDACTED]
- 5:30pm - 8:30pm Council (Council Chamber) - Deloach Reed, Teresa ☉

## Wednesday, January 18

- ← EOC Activation →
- A shift ☉
- 8:00am - 5:00pm [REDACTED]
- 9:00am - 12:00pm ALCO Fire Chiefs (Trudeau Training Center, 11500 Skyline Blvd.) - Deloach Reed, Teresa ☉
- 2:00pm - 4:00pm Senior Staff Meeting (HR 4) - Landreth, Sabrina ☉

## Thursday, January 19

- ← EOC Activation →
- B shift ☉
- 9:00am - 12:00pm Executive staff (Fire Admin conf. room) - Deloach Reed, Teresa ☉
- 1:30pm - 3:00pm Fire Safety Task Force Planning Meeting (150 Frank Ogawa Plaza, 5th floor Conference Room) - DeVries, Joe
- 2:00pm - 4:00pm REMINDER for Tomorrow: Racial Equity Kick Off Meeting (250 FHOP / 6th Floor Lunchroom) - Citywide Training
- 3:00pm - 12:00am EOC Activation
- 3:30pm - 6:30pm IAP - Inaugural Event Discussion (EOC - Media Room) - White, Darin

## Friday, January 20

- ← EOC Activation →
- C shift ☉
- 5:30am - 11:30pm EOC Activation
- 8:00am - 12:00pm Not Available
- 10:30am - 11:30am 48/96 presentation from Local 55 (Chief Reed's office) - Deloach Reed, Teresa
- 2:00pm - 3:00pm Stew McGehee biweekly 1 on 1 (Chief Reed's office) - Deloach Reed, Teresa ☉
- 3:00pm - 4:00pm Admin. Investigation, [REDACTED] - interview (Chief Reed's office) - Deloach Reed, Teresa

## Saturday, January 21

- ← EOC Activation →
- A shift ☉
- 9:00am - 1:30pm [REDACTED]

## Sunday, January 22

- ← 12:00am EOC Activation →
- B shift ☉



# January 23, 2017 - January 29, 2017

January 2017						
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February 2017						
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## Monday, January 23

- ☐ C shift
- 8:00am - 5:00pm Not Available
- 10:00am - 10:30am Fire Admin Check-in (150 FOP, 3rd Floor) - Landreth, Sabrina
- 11:00am - 12:00pm Meet re: Executive Order (Sabrina's office) - Landreth, Sabrina
- 2:00pm - 3:00pm Chief Teresa Reed/ CM Desley Brooks (Public Safety) (City Council) - Deloach Reed, Teresa
- 5:30pm - 8:00pm Special Oakland City Council (Chamber)
- 6:30pm - 9:00pm Public Safety & Services Oversight Committee - (Hearing Room 1)

## Tuesday, January 24

- ☐ 12:00am NFPA visit
- ☐ A shift
- 8:00am - 5:00pm DNS
- 9:30am - 11:30am Finance Committee (Sgt. Dunakin room) - Deloach Reed, Teresa
- 10:00am - 10:30am Fire Admin Check-in (150 FOP, 3rd Floor) - Landreth, Sabrina
- 11:00am - 12:30pm FY 17-19 Budget Planning (150 FHOP Executive Conference Room) - Robinson Pinon, Angela C
- 6:00pm - 9:00pm Public Safety Committee (Sgt. Dunakin Rm., City Hall) - Deloach Reed, Teresa

## Wednesday, January 25

- ☐ 12:00am NFPA visit
- ☐ B shift
- 8:00am - 5:00pm DNS
- 8:30am - 5:00pm \*\*\*CONFIRMED\*\*\* City of Oakland and NFPA Itinerary/Agenda (OFD Administration, 150 Frank H. Ogawa Plaza, Suite 3354, Executive Conference Room) - Robinson Pinon, Angela C
- 2:00pm - 4:00pm Senior Staff Meeting (HR 4) - Landreth, Sabrina

## Thursday, January 26

- ☐ C shift
- 8:00am - 5:00pm Not Available
- 1:30pm - 2:00pm Fire Admin Check-in (150 FOP, 3rd Floor) - Landreth, Sabrina

## Friday, January 27

- ☐ A shift
- 8:00am - 5:00pm Not Available
- 8:00am - 8:30am Jamilah Jefferson
- 10:00am - 10:30am BC Lisa Baker - safety update (Chief Reed's office) - Deloach Reed, Teresa
- 4:00pm - 4:30pm Fire Admin Check-in (150 FOP, 3rd Floor) - Landreth, Sabrina

## Saturday, January 28

- ☐ B shift

## Sunday, January 29

- ☐ C shift



# January 30, 2017 - February 5, 2017

January 2017						
Su	Mo	Tu	We	Th	Fr	Sa
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February 2017						
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## Monday, January 30

- ☐ A shift
- 8:00am - 5:00pm Not Available**
- 8:00am - 8:30am Budget Due Friday**
- 11:00am - 11:30am Fire Admin Check-in** (150 FOP, 3rd Floor) - Landreth, Sabrina

## Tuesday, January 31

- ☐ B shift
- Council 5th Tuesday**
- 8:00am - 5:00pm Not Available**
- 8:00am - 8:30am Budget Due Friday**
- 3:00pm - 3:30pm Fire Admin Check-in** (150 FOP, 3rd Floor) - Landreth, Sabrina
- 5:30pm - 8:00pm Special Council**

## Wednesday, February 1

- ☐ C shift
- 8:00am - 5:00pm Not Available**
- 10:30am - 11:30am Senior staff** (Admin conf. room)
- 11:30am - 12:00pm Fire Admin Check-in** (150 FOP, 3rd Floor) - Landreth, Sabrina
- 2:00pm - 4:00pm Senior Staff Meeting** (HR 4) - Landreth, Sabrina
- 3:00pm - 5:00pm Confirmed: ARCBA Board Meeting** (Oakland Office, DOC, 3901 Broadway, Oakland, CA 94611) - Riggen, Trevor

## Thursday, February 2

- ☐ 12:00am - vacation
- ☐ A shift
- 8:00am - 5:00pm Not Available**
- 10:00am - 10:30am Fire Admin Check-in** (150 FOP, 3rd Floor) - Landreth, Sabrina
- 10:30am - 11:30am Fire - Monthly Departmental Budget Meeting** (Controller's Conference Room (TBD), 6th floor) - Budget Office
- 1:30pm - 3:00pm Fire Safety Task Force Meeting** (150 Frank Ogawa Plaza 5th floor confernece room) - DeVries, Joe
- 1:30pm - 3:00pm OFD Monthly IT Meeting** (150 FOP - OFD 3rd Floor Conf. Room) - Baig, Ahsan

## Friday, February 3

- ☐ 12:00am - vacation
- ☐ 12:00am - vacation
- ☐ B shift
- 8:00am - 5:00pm BUDGET DUE TODAY**
- 8:00am - 5:00pm Not Available**
- 9:00am - 11:30am Local 55 monthly meeting** (Fire Admin conference room) - Deloach Reed, Teresa
- 2:30pm - 4:00pm CONFIRMED 1218 Miller Site Visit** (1218 Miller) - Landreth, Sabrina

## Saturday, February 4

- ☐ 12:00am - vacation
- ☐ C shift

## Sunday, February 5

- ☐ 12:00am - vacation
- ☐ A shift



# February 6, 2017 - February 12, 2017

February 2017						
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March 2017						
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## Monday, February 6

B shift

- 8:00am - 8:30am NFPA conference call
- 10:00am - 10:30am Fire Admin Check-in (150 FOP, 3rd Floor) - Landreth, Sabrina
- 4:00pm - 5:00pm - Allyson Cook, Darin White & Trinetta Gist Skinner (Chief Reed's conference room) - Deloach Reed, Teresa

## Tuesday, February 7

C shift

- 10:00am - 10:30am Fire Admin Check-in (150 FOP, 3rd Floor) - Landreth, Sabrina
- 5:30pm - 8:30pm Council (Council Chambers) - Deloach Reed, Teresa

## Wednesday, February 8

A shift

- 12:00pm - 12:30pm Fire Admin Check-in (150 FOP, 3rd Floor) - Landreth, Sabrina

## Thursday, February 9

B shift

- 8:00am - 8:30am League Fire Chiefs Conference Call
- 1:00pm - 1:30pm Fire Admin Check-in (150 FOP, 3rd Floor) - Landreth, Sabrina

## Friday, February 10

C shift

- 2:00pm - 2:30pm Fire Admin Check-in (150 FOP, 3rd Floor) - Landreth, Sabrina

## Saturday, February 11

A shift

## Sunday, February 12

B shift



# February 13, 2017 - February 19, 2017

February 2017

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12	13	14	15	16	17	18
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26	27	28				

March 2017

Su	Mo	Tu	We	Th	Fr	Sa
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## Monday, February 13

C shift ○

Lincoln Holiday

- 11:30am - 1:30pm [REDACTED] lunch [REDACTED]
- 6:00pm - 8:00pm [REDACTED] - Deloach Reed, Teresa ○

## Tuesday, February 14

A shift ○

- 9:30am - 11:30am Finance Committee (Sgt. Dunakin room) ○
- 2:30pm - 3:30pm Biweekly personnel meeting (OFD large conference room) - Deloach Reed, Teresa ○
- 3:30pm - 4:00pm Fire Admin Check-in (150 FOP, 3rd Floor) - Landreth, Sabrina

## Wednesday, February 15

B shift ○

- 9:00am - 12:00pm ALCO Fire Chiefs (Trudeau Training Center, 11500 Skyline Blvd.) - Deloach Reed, Teresa ○
- 10:00am - 12:30pm PIE for fire at 1305 31st Ave on December 2 at 1124pm - B Shift Fire (Training Division ) - Baker, Lisa
- 2:00pm - 4:00pm Senior Staff Meeting (HR 4) - Landreth, Sabrina ○
- 4:00pm - 5:30pm First Annual Oakland Promise Community Report

## Thursday, February 16

C shift ○

- 11:00am - 11:30am Fire Admin Check-in (150 FOP, 3rd Floor) - Landreth, Sabrina

## Friday, February 17

A shift ○

- 9:00am - 9:30am Fire Admin Check-in (150 FOP, 3rd Floor) - Landreth, Sabrina
- 1:00pm - 2:30pm Oakland Vegetation Management Plan - Status Update (OFD Administration Office, 150 Frank Ogawa Plaza Suite 3354, Exec. Conference Room) - Allison Chan

## Saturday, February 18

B shift ○

## Sunday, February 19

C shift ○

- 10:00am - 2:00pm [REDACTED]



# February 20, 2017 - February 26, 2017

February 2017

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25	26	27	28			

March 2017

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## Monday, February 20

☐ A shift

☐ Presidents Day

## Tuesday, February 21

☐ B shift

☐ 1:00pm - 1:30pm Fire Admin Check-in (150 FOP, 3rd Floor) - Landreth, Sabrina

☐ 5:30pm - 8:30pm Council (Council Chamber) - Deloach Reed, Teresa

## Wednesday, February 22

☐ C shift

☐ 9:00am - 12:00pm Set up Chief Reed's computer (Chief Reed's office) - Deloach Reed, Teresa

☐ 9:00am - 9:30am Canceled: Fire Admin Check-in (150 FOP, 3rd Floor)

☐ 2:00pm - 4:00pm Senior Staff - OFD's presentation [maximum 45 minutes] - REQUIRED ATTENDANCE (Hearing Room 4) - Deloach Reed, Teresa

☐ 2:00pm - 4:00pm Senior Staff Meeting (HR 4) - Landreth, Sabrina

## Thursday, February 23

☐ A shift

☐ 9:00am - 9:30am Fire Admin Check-in (150 FOP, 3rd Floor) - Landreth, Sabrina

☐ 10:00am - 12:00pm State Board of Fire Services Meeting (OSFM HQ Conference Room, 1131 S Street, Sacramento) - Jordan, Rose@CALFIRE

☐ 3:00pm - 4:00pm Meet w/Chief Reed (Sabrina's office) - Landreth, Sabrina

## Friday, February 24

☐ B shift

☐ 8:30am - 10:00am Private Appointment

☐ 10:00am - 11:00am CalPERS and Rental Uniforms (3rd Fl Conference Room) - Walker, Lashae S.

## Saturday, February 25

☐ C shift

## Sunday, February 26

☐ A shift

☐ 3:30pm - 5:30pm



# February 27, 2017 - March 5, 2017

February 2017						
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26	27	28				

March 2017						
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## Monday, February 27

- ☐ B shift ☺
- 2:00pm - 3:00pm Chief Teresa Reed/ CM Desley Brooks** (City Council) - Deloach Reed, Teresa ☺
  - 3:00pm - 4:00pm Pre-meet re: Public Safety Committee** (Oakland Police Department (Chief's LARGE Conference Room, 455 - 7th Street, 8th Floor)) - Landreth, Sabrina
  - 6:30pm - 9:00pm Public Safety & Services Oversight Committee -** (Hearing Room 1) - Deloach Reed, Teresa ☺

## Tuesday, February 28

- ☐ C shift ☺
- 9:30am - 11:30am Finance Committee** (Sgt. Dunakin room) - Deloach Reed, Teresa ☺
  - 6:00pm - 9:00pm Public Safety Committee** (Sgt. Dunakin Rm., City Hall) - Deloach Reed, Teresa ☺

## Wednesday, March 1

- ☐ A shift ☺
- 2:00pm - 4:00pm Senior Staff Meeting** (HR 4) - Landreth, Sabrina ☺

## Thursday, March 2

- ☐ B shift ☺
- 8:00am - 8:30am Cal Metro Fire Chiefs conference call**
  - 9:00am - 9:30am Satellite phone testing - Bimonthly First Thursday** - 9 am to 5 pm - Ogata, Eileen ☺

## Friday, March 3

- ☐ C shift ☺

## Saturday, March 4

- ☐ A shift ☺

## Sunday, March 5

- ☐ B shift ☺



# March 6, 2017 - March 12, 2017

March 2017						
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April 2017						
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23	24	25	26	27	28	29
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## Monday, March 6

☐ C shift

## Tuesday, March 7

☐ A shift

- 1:00pm - 2:00pm OBFFA** (Chief Reed's conference room) - Deloach Reed, Teresa
- 5:30pm - 8:30pm Council** (Council Chambers) - Deloach Reed, Teresa

## Wednesday, March 8

☐ 12:00am NFPA board meeting (Naples, FL) →

☐ B shift

**2:00pm - 4:00pm Senior Staff Meeting** (HR 4) - Landreth, Sabrina

## Thursday, March 9

☐ ← NFPA board meeting (Naples, FL)

☐ C shift

## Friday, March 10

☐ ← NFPA board meeting (Naples, FL) →

☐ A shift

**9:00am - 11:00am HOLD Labor / Mgt. upcoming negotiations prep**  
- with ER staff / Ian Appleyard (2nd floor conference room) - Deloach Reed, Teresa

## Saturday, March 11

☐ ← 12:00am NFPA board meeting (Naples, FL)

☐ B shift

**5:00pm - 10:00pm**

## Sunday, March 12

☐ C shift

Daylight Saving Time starts - spring forward



# March 13, 2017 - March 19, 2017

March 2017						
Su	Mo	Tu	We	Th	Fr	Sa
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18	19	20	21	22	23	24
25	26	27	28	29	30	31

April 2017						
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
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## Monday, March 13

- ☐ A shift ☺
- 10:00am - 10:30am Pre-meet re: Public Safety Committee** (Sabrina's office) - Landreth, Sabrina
  - 2:00pm - 3:00pm Chief Teresa Reed / CM Desley Brooks** (City Council) - Deloach Reed, Teresa ☺
  - 4:00pm - 5:00pm Bi-Weekly Meeting with Chief Reed** (Sabrina's office - Sabrina's office) - Landreth, Sabrina ☺
  - 6:00pm - 8:00pm** [REDACTED] Deloach Reed, Teresa ☺

## Tuesday, March 14

- ☐ B shift ☺
- 9:30am - 11:30am Finance Committee** (Sgt. Dunakin room) ☺
  - 2:30pm - 3:30pm Biweekly personnel meeting** (OFD large conference room) - Deloach Reed, Teresa ☺
  - 6:00pm - 9:00pm Public Safety Committee** (Sgt. Dunakin Rm., 1st floor, City Hall) - Deloach Reed, Teresa ☺

## Wednesday, March 15

- ☐ C shift ☺
- 9:00am - 12:00pm ALCO Fire Chiefs** (Trudeau Training Center, 11500 Skyline Blvd.) - Deloach Reed, Teresa ☺

## Thursday, March 16

- ☐ A shift ☺

## Friday, March 17

- ☐ B shift ☺

## Saturday, March 18

- ☐ C shift ☺

## Sunday, March 19

- ☐ A shift ☺



# March 20, 2017 - March 26, 2017

March 2017						
Su	Mo	Tu	We	Th	Fr	Sa
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19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2017						
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## Monday, March 20

- ☐ B shift ☉
- 2:00pm - 3:00pm OFD re: Oakland Vegetation Management Plan** (Ctiy Council Offices - Large Conference Room) - Campbell Washington, Annie
  - 3:30pm - 4:30pm FW: Meeting with Oakland Fire Department (OFD) regarding Vegetation Management Plan** (Small Conference Room - Council ) - Kalb, Dan

## Tuesday, March 21

- ☐ C shift ☉
- 1:00pm - 2:00pm Vegetation Inspection Follow Up Audit - Entrance Conference Meeting Request** (City Auditor's Office - Library) - Kovesdi, Orsolya
  - 5:30pm - 8:30pm Council** (Council Chamber) - Deloach Reed, Teresa ☉

## Wednesday, March 22

- ☐ A shift ☉

## Thursday, March 23

- ☐ B shift ☉

## Friday, March 24

- ☐ C shift ☉

## Saturday, March 25

- ☐ A shift ☉

## Sunday, March 26

- ☐ B shift ☉



# March 27, 2017 - April 2, 2017

March 2017						
Su	Mo	Tu	We	Th	Fr	Sa
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18	19	20	21	22	23	24
25	26	27	28	29	30	31

April 2017						
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23	24	25	26	27	28	29
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## Monday, March 27

☐ C shift

☒ 6:30pm - 9:00pm Public Safety & Services Oversight Committee -  
(Hearing Room 1)

## Tuesday, March 28

☐ A shift

☒ 5:00pm - 8:30pm Special Council (Council Chamber)

## Wednesday, March 29

☐ B shift

## Thursday, March 30

☐ C shift

## Friday, March 31

☐ A shift

## Saturday, April 1

☐ B shift

## Sunday, April 2

☐ C shift



# April 3, 2017 - April 9, 2017

April 2017							May 2017						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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2	3	4	5	6	7	8	7	8	9	10	11	12	13
9	10	11	12	13	14	15	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28	29	30	31			
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## Monday, April 3

☐ A shift

## Tuesday, April 4

☐ B shift

☐ Council spring recess

☒ 5:30pm - 8:30pm cancelled Council (Council Chambers) - Deloach Reed, Teresa

## Wednesday, April 5

☐ C shift

☒ 7:00am - 7:30am SW Flight to Orlando - Conf #5II66L

☒ 9:00am - 10:00am / with Chief Reed (150 FOP, 3rd fl. ) - Deloach Reed, Teresa

☒ 10:30am - 11:30am - Deloach Reed, Teresa

☒ 2:00pm - 3:00pm

## Thursday, April 6

☐ A shift

☒ 6:55am - 5:55pm

## Friday, April 7

☐ 12:00am Metro Chiefs conference (Orlando, FL) →

☐ B shift

☒ 5:00pm - 8:00pm Dinner & Metro Chiefs Executive Board meeting (TBD)

## Saturday, April 8

☐ ← Metro Chiefs conference (Orlando, FL) →

☐ C shift

## Sunday, April 9

☐ ← Metro Chiefs conference (Orlando, FL) →

☐ A shift



# April 10, 2017 - April 16, 2017

April 2017							May 2017						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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2	3	4	5	6	7	8	7	8	9	10	11	12	13
9	10	11	12	13	14	15	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28	29	30	31			
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## Monday, April 10

- ☐ ← Metro Chiefs conference (Orlando, FL) →
- ☐ B shift ☉
- ☐ 12:00pm - 12:30pm Canceled: Pre-meet re: Public Safety Committee (Sabrina's office) - Landreth, Sabrina
- ☒ 4:00pm - 5:00pm Bi-Weekly Meeting with Chief Reed (Sabrina's office - Sabrina's office) - Landreth, Sabrina ☉
- ☒ 6:00pm - 8:00pm [REDACTED] Deloach Reed, Teresa ☉

## Tuesday, April 11

- ☐ ← Metro Chiefs conference (Orlando, FL) →
- ☐ C shift ☉
- ☒ 9:30am - 11:30am Finance Committee (Sgt. Dunakin room) ☉
- ☒ 2:30pm - 3:30pm Biweekly personnel meeting (OFD large conference room) - Deloach Reed, Teresa ☉
- ☒ 6:00pm - 9:00pm Public Safety Committee (Sgt. Dunakin Rm., 1st floor, City Hall) - Deloach Reed, Teresa ☉

## Wednesday, April 12

- ☐ ← Metro Chiefs conference (Orlando, FL) →
- ☐ A shift ☉
- ☒ 11:30am - 12:00pm SW Flight to Oakland CONF #5II66L
- ☒ 2:00pm - 4:00pm Senior Staff Meeting (HR 4) - Landreth, Sabrina ☉

## Thursday, April 13

- ☐ ← 12:00am Metro Chiefs conference (Orlando, FL)
- ☐ B shift ☉
- ☒ 8:00am - 8:30am League Fire Chiefs Conference Call [REDACTED] ☉
- ☒ 1:30pm - 8:00pm SW Flight to Oakland CONF #5II66L

## Friday, April 14

- ☐ C shift ☉
- ☐ Good Friday

## Saturday, April 15

- ☐ A shift ☉

## Sunday, April 16

- ☐ B shift ☉
- ☐ EASTER



# April 17, 2017 - April 23, 2017

April 2017						
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May 2017						
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27	28	29	30	31		

## Monday, April 17

☐ C shift

## Tuesday, April 18

☐ A shift

5:30pm - 8:30pm Council (Council Chamber) - Deloach Reed, Teresa

## Wednesday, April 19

☐ B shift

9:00am - 12:00pm ALCO Fire Chiefs (Trudeau Training Center, 11500 Skyline Blvd.) - Deloach Reed, Teresa

2:00pm - 4:00pm Senior Staff Meeting (HR 4) - Landreth, Sabrina

## Thursday, April 20

☐ C shift

2:00pm - 4:00pm Class 2-16 graduation (Scottish Rite Center) - Deloach Reed, Teresa

## Friday, April 21

☐ A shift

## Saturday, April 22

☐ B shift

## Sunday, April 23

☐ C shift



# April 24, 2017 - April 30, 2017

April 2017						
Su	Mo	Tu	We	Th	Fr	Sa
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23	24	25	26	27	28	29
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May 2017						
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27	28	29	30	31		

## Monday, April 24

☐ A shift

- 4:00pm - 5:00pm Bi-Weekly Meeting with Chief Reed** (Sabrina's office - Sabrina's office) - Landreth, Sabrina
- 6:30pm - 9:00pm Public Safety & Services Oversight Committee** - (Hearing Room 1)

## Tuesday, April 25

☐ B shift

- 9:30am - 11:30am Finance Committee** (Sgt. Dunakin room) - Deloach Reed, Teresa

## Wednesday, April 26

☐ C shift

- 2:00pm - 4:00pm Senior Staff Meeting** (HR 4) - Landreth, Sabrina

## Thursday, April 27

☐ A shift

## Friday, April 28

☐ B shift

## Saturday, April 29

☐ C shift

## Sunday, April 30

☐ A shift



# May 1, 2017 - May 7, 2017

May 2017						
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June 2017						
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## Monday, May 1

☐ B shift ☺

## Tuesday, May 2

☐ C shift ☺

## Wednesday, May 3

☐ A shift ☺

## Thursday, May 4

☐ B shift ☺

## Friday, May 5

☐ C shift ☺

## Saturday, May 6

☐ A shift ☺

## Sunday, May 7

☐ B shift ☺