

November 29, 2019

12:00 PM - 1:00 PM

Do Not Book

1:00 PM - 2:00 PM

FW: Update on EA Act Implementation

2:00 PM - 3:00 PM

Bi-weekly --

3:00 PM - 3:30 PM

Meeting

December 2, 2019

All Day

Security Concern

11:00 AM - 12:00 PM

Private Appointment

1:00 PM - 2:30 PM

Meeting

December 3, 2019

10:00 AM - 10:30 AM

Meeting

10:45 AM - 11:15 AM

Mtg: Act News Release --

12:00 PM - 1:30 PM

BCBC Roundtable

December 4, 2019

9:00 AM - 9:30 AM

Stand-up meeting

12:00 PM - 1:00 PM

Do Not Book

December 4, 2019 Continued

1:00 PM - 1:30 PM	Mtg: Briefing
2:00 PM - 2:30 PM	Bi-Weekly --Security Concern
3:00 PM - 3:30 PM	Mtg
4:00 PM - 5:00 PM	Regulations

December 5, 2019

8:30 AM - 12:30 PM	Diversity & Inclusion
1:00 PM - 1:30 PM	Monthly - DM --
2:00 PM - 2:30 PM	Call
2:30 PM - 3:00 PM	Mtg: Green Party Caucus

December 6, 2019

11:30 AM - 12:00 PM	Development Brief
12:00 PM - 12:30 PM	Do Not Book
1:00 PM - 2:30 PM	Executive Committee Meeting

December 9, 2019

9:00 AM - 11:00 AM	P3 --
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December 9, 2019 Continued

12:00 PM - 1:00 PM Do Not Book

1:30 PM - 2:00 PM Travel

2:00 PM - 5:00 PM DMC NR --

December 10, 2019

8:45 AM - 9:00 AM All-Government Supervisors Call: Public Interest Disclosure Act

9:45 AM - 10:30 AM SMT Roundtable --

11:00 AM - 12:00 PM Mtg -- Skype Meeting

12:00 PM - 1:00 PM Do Not Book

1:00 PM - 2:00 PM Strategic Planning

2:00 PM - 5:00 PM ADMIN - reports review, etc.

December 11, 2019

8:45 AM - 9:15 AM Travel

9:15 AM - 10:00 AM Mtg

9:30 AM - 10:00 AM Travel

10:00 AM - 11:30 AM Executive Meeting

11:30 AM - 12:00 PM Bi-weekly Touchbase --

December 11, 2019 Continued

12:00 PM - 1:00 PM

Do Not Book

12:00 PM - 12:30 PM

Travel

1:15 PM - 1:45 PM

Budget Review --

December 12, 2019

11:00 AM - 12:00 PM

Bi-weekly --

12:00 PM - 12:30 PM

Do Not Book

12:30 PM - 1:00 PM

Travel

1:00 PM - 4:00 PM

Diversity & Inclusion

4:00 PM - 4:30 PM

Travel

December 13, 2019

10:00 AM - 10:15 AM

CONFERENCE CALL: Update

10:45 AM - 11:00 AM

Mtg: MGH

12:00 PM - 1:00 PM

Do Not Book

3:15 PM - 4:00 PM

Private Appointment

December 16, 2019

9:00 AM - 11:00 AM	P3 --
11:00 AM - 11:30 AM	Review
12:00 PM - 1:00 PM	Do Not Book
1:30 PM - 2:30 PM	FW: Touch Base
3:00 PM - 4:00 PM	Updated invitation: Meeting

December 17, 2019

9:45 AM - 10:30 AM	SMT Roundtable --
12:00 PM - 1:00 PM	Do Not Book
3:00 PM - 3:30 PM	Discussion

December 18, 2019

8:30 AM - 12:00 PM	Hold for Telecommuting
12:00 PM - 1:00 PM	Do Not Book
1:00 PM - 2:00 PM	Bi-weekly Touchbase --
2:00 PM - 3:00 PM	SMT --

December 18, 2019 Continued

3:00 PM - 3:15 PM

Mtg: Touchbase

December 19, 2019

9:00 AM - 9:45 AM

All Staff meeting --

11:30 AM - 12:30 PM

Mtg: MGH

2:45 PM - 3:15 PM

Call MGH

3:30 PM - 4:00 PM

Call

December 20, 2019

10:30 AM - 11:30 AM

Project Update

12:00 PM - 1:00 PM

Do Not Book

December 23, 2019

11:00 AM - 11:30 AM

Mtg

12:00 PM - 1:00 PM

Do Not Book

1:00 PM - 2:00 PM

Mtg

December 24, 2019

9:00 AM - 11:00 AM

Private Appointment

December 24, 2019 Continued

12:00 PM - 1:00 PM

Do Not Book

December 25, 2019

12:00 PM - 1:00 PM

Do Not Book

December 26, 2019

12:00 PM - 1:00 PM

Do Not Book

December 27, 2019

12:00 PM - 1:00 PM

Do Not Book

December 30, 2019

12:00 PM - 1:00 PM

Do Not Book

December 31, 2019

12:00 PM - 1:00 PM

Do Not Book