

# December 16, 2019 - December 22, 2019

December 2019							January 2020								
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa		
	1	2	3	4	5	6	7				1	2	3	4	
	8	9	10	11	12	13	14		5	6	7	8	9	10	11
	15	16	17	18	19	20	21		12	13	14	15	16	17	18
	22	23	24	25	26	27	28		19	20	21	22	23	24	25
	29	30	31						26	27	28	29	30	31	

## Monday, December 16

- 7:30am - 8:30am Travel - Keizer Community Center
- 7:45am - 8:00am Leadership Huddle
- 8:30am - 3:00pm OHA Strategic Plan Development - Group of 70
- 3:00pm - 3:30pm Travel - HSB

## Tuesday, December 17

- 7:30am - 8:30am Travel - Keizer Community Center
- 7:45am - 8:00am Leadership Huddle
- 8:30am - 3:00pm OHA Strategic Plan Development - Group of 70
- 3:30pm - 5:00pm OHA Strategic Plan Development - Leadership

## Wednesday, December 18

- 8:00am - 8:30am Weekly Touch base: Allen/Heiberg/Jagger
- 8:30am - 9:00am 2019 Bi/Weekly Check-in: Allen/Matteucci/Kautz
- 9:00am - 10:30am OHA Strategic Plan Development - Leadership
- 10:30am - 5:00pm Out of office

## Thursday, December 19

- 8:00am - 5:00pm Out of office
- 4:00pm - 4:30pm Aid and Assist Conversation

## Friday, December 20

- 7:45am - 8:00am Leadership Huddle 8:00am - 8:30am Review
- DLT applications - updated
- 8:30am - 8:45am Pat | MiKayla t/b
- 9:00am - 10:00am OHA Strategic Plan Development - Pat and Kris
- 10:00am - 10:30am 2019 OHA Leadership & PSOB union
- 10:30am - 10:45am Travel - Ike Box
- 10:45am - 11:30am Pat | Michael touchbase
- 11:30am - 11:45am Travel - HSB
- 12:00pm - 1:00pm 2021 LC and POP Review
- 1:00pm - 1:30pm Travel - Capitol
- 1:30pm - 2:00pm Representative Drazan
- 2:00pm - 2:30pm Travel - HSD
- 2:30pm - 4:00pm HSB Office Hours
- 3:00pm - 3:30pm NEMT Call
- 4:00pm - 4:30pm Monthly Communications Check In

## Saturday, December 21

## Sunday, December 22