### July 2, 2018 - July 8, 2018

<table>
<thead>
<tr>
<th>Monday, July 2</th>
<th>Tuesday, July 3</th>
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<tbody>
<tr>
<td><strong>8:00am - 10:00am Monday meeting (b)(5)</strong> (Webex only) - Dunnie Jr, James L.</td>
<td><strong>8:00am - 10:00am Tuesday meeting (b)(5)</strong> (Webex only) - Dunnie Jr, James L.</td>
</tr>
<tr>
<td><strong>12:00pm - 1:00pm Red Phone (WebEx-please see details below)</strong> - Plaisier, Melinda K</td>
<td><strong>12:00pm - Send Weekly Report to Nancy Rolli</strong></td>
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<thead>
<tr>
<th>Wednesday, July 4</th>
<th>Thursday, July 5</th>
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<tbody>
<tr>
<td><strong>11:00am - 12:00pm RRT monthly teleconference/webinar (b)(5)</strong></td>
<td><strong>12:00pm - 1:00pm University of Colorado Student Outreach Program Presentation (New WebEx)</strong> - Berry, Thomas R</td>
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<tr>
<td><strong>12:00pm - 1:30pm University of Colorado Student Outreach Program Presentation (Denver District Conference Room (Via WebEx for off-site participants))</strong> - Dionne, Matthew</td>
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<th>Friday, July 6</th>
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<tr>
<td><strong>10:00am - 11:00am DPQO IV Weekly Management Meeting (WebEx)</strong> - Porter, Steven</td>
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<th>Sunday, July 8</th>
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**July 2018**

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**August 2018**

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July 9, 2018 - July 15, 2018

Monday, July 9
- 9:30am - 10:30am PHARMA4 Budget Discussion (b)(5) - Lu, Christine
- 9:30am - 10:00am Pharma 4 Budget Discussion - Monday, June 11, 2018, 9:30am - (webex)
- 10:00am - 12:00pm ORA Ethics Information Session - Outside Activities (b)(5) - A Message from the ORA Director of Office of Management
- 12:00pm - 1:00pm Red Phone (WebEx-please see details below) - Plaisir, Melinda K
- 1:00pm - 1:30pm DD - Compliance Branch Introduction & Q/A (LOS-DO Compliance Meeting Room) - Berry, Thomas R
- 1:30pm - 2:00pm DIB - Compliance Branch Introduction & Q/A (LOS-DO Compliance Conference Room) - Berry, Thomas R

Wednesday, July 11
- Personal Care Products Council (Omni Hotel)

Thursday, July 12
- 10:00am - 11:00am Monthly Facility Director's Meeting - Harris, Tracey
- 11:00am - 12:00pm Invitation: FW: RRT Monthly Teleconference/Webinar @ Thu Jul 12, 2018 2pm - 3pm (EDT) (steven.porter@fda.hhs.gov) (b)(5)
- 12:30pm - 1:00pm Touch-base on Quality (webex) - Hawkins, Gary

Friday, July 13
- 8:00am - 9:00am PHARMA EDUCATIONAL TRAINING SERIES (WEBEX) - Kreis, Jane M
- 10:00am - 11:00am DPQO IV Weekly Management Meeting (WebEx) - Porter, Steven

Saturday, July 14

Sunday, July 15
Monday, July 16
- 9:30am - 10:00am Midyear Performance Review (DD Office) - Porter, Steven
- 11:00am - 12:00pm Management Monday - Thinking Strategically (WEBEX) - Edwards, Kelly
- 12:00pm - 1:00pm Red Phone (WEBEX-please see details below) - Plassier, Melinda K
- 1:30pm - 2:00pm Midyear Performance Review (DD Office) - Porter, Steven

Tuesday, July 17
- 8:30am - 9:00am (b)(5) (webex) - Tomasso, Justine
- 12:00pm - Send Weekly Report to Nancy Rolli

Wednesday, July 18
- 10:00am - 11:00am FW: ORADSS User Group Meeting - July 2018 (b)(5)
  ) - oradss_helpdesk

Thursday, July 19
- 8:00am - 9:30am Pharma Leadership Team (PLT) Meeting (W031/RM2442 & WebEx) - Delgado, Carilen
- 10:00am - 11:00am Office of the Commissioner Town Hall – Proposed OC Organizational Changes (Webcast) - FDA Commissioner

Friday, July 20
- 10:00am - 11:00am DPQO IV Weekly Management Meeting
  (WEB) - Porter, Steven

Saturday, July 21

Sunday, July 22
July 23, 2018 -
July 29, 2018

Monday, July 23

10:00am - 12:00pm SAVE THE DATE: ORA Honor Awards Ceremony (White Oak, Building 31, Great Room) - A Message from the ORA Director of Office of Management

Tuesday, July 24

5:00am Save the Date: ORA Senior Management Team Meeting (Gaithersburg Marriott Washingtonian Center - 9751 Washington Boulevard, Gaithersburg, MD 20878) - Shelton, Brittany

12:00pm - Send Weekly Report to Nancy Rolli

Wednesday, July 25

Save the Date: ORA Senior Management Team Meeting (Gaithersburg Marriott Washingtonian Center - 9751 Washington Boulevard, Gaithersburg, MD 20878) - Shelton, Brittany

Thursday, July 26

2:00pm Save the Date: ORA Senior Management Team Meeting (Gaithersburg Marriott Washingtonian Center - 9751 Washington Boulevard, Gaithersburg, MD 20878) - Shelton, Brittany

12:30pm - 1:20pm Johnson, Nyala

Friday, July 27

10:00am - 11:00am DPQO IV Weekly Management Meeting (WebEx) - Porter, Steven

Saturday, July 28

Sunday, July 29
Monday, July 30
- 11:00am - 11:30am Midyear Performance Review (Woodland Hills) - Porter, Steven
- 12:00pm - 1:00pm Red Phone (WebEx-please see details below) - Platsier, Melinda K

Tuesday, July 31
- 10:00am - 1:00pm California Regulators Joint Medical Device and Drug Quarterly Workgroup Meeting - July 31, 2018 (3901 Lennane Drive Suite 200, Sacramento, CA 95834) - Dameille, Jessica
- 12:00pm - Send Weekly Report to Nancy Rolli

Wednesday, August 1
- 8:00am - 8:30am 1 on 1 (WebEx) - Porter, Steven
- 1:00pm - 2:00pm SLS meeting (SAN-LOS-SEA) (WEBEX MTG) - Burbach, Miriam R
- 2:00pm - 3:00pm Weekly Meeting - Geographic Staff (WebEx) - Porter, Steven

Thursday, August 2
- 8:00am - 9:30am Pharma Leadership Team (PLT) Meeting (WO31/RM2442 & WebEx) - Delgado, Carilen
- 10:00am - 11:00am Manager Call: ORA CCMG's Let's Talk Commissioned Corps (WebEx) - Kerns, Brook
- 11:00am - 12:00pm RRT monthly teleconference/webinar - Yeung, Lauren V

Friday, August 3
- 8:00am - 9:00am CalFERT Steering Committee - Monthly call - Yee, James C
- 10:00am - 11:00am DPQQ IV Weekly Management Meeting (WebEx) - Porter, Steven
- 10:00am - 11:00am OPOO Monthly Leadership Meeting (WO31/RM2442 & WebEx) - Delgado, Carilen
- 10:00am - 11:00am Officer Call: ORA CCMG's Let's Talk Commissioned Corps (WebEx) - Kerns, Brook

Saturday, August 4

Sunday, August 5
### August 6, 2018 - August 12, 2018

#### Monday, August 6
- **10:00am - 10:50am**: (b) (5) 10:00am - 10:50am (b) (5) (WO BLDG 51 Room 5200 and webex conference call) - Moe, Kristen
- **12:00pm - 1:00pm**: Red Phone (WebEx, please see details below) - Plaisier, Melinda K

#### Tuesday, August 7
- **12:00pm - 1:00pm**: Send Weekly Report to Nancy Rolli

#### Wednesday, August 8
- **11:00am - 12:00pm**: PHPAG General Meeting 2018 (b) (5) Ruiz, Jaclyn (OS/OASH)

#### Thursday, August 9

#### Friday, August 10
- **8:00am - 9:30am**: PHARMA EDUCATIONAL TRAINING SERIES (WEBEX) - Kreis, Jane M
- **10:00am - 11:00am**: DPQO IV Weekly Management Meeting (WebEx) - Porter, Steven

#### Saturday, August 11

#### Sunday, August 12
### August 13, 2018 - August 19, 2018

#### Monday, August 13
- **9:30am - 10:30am PHARMA4 Budget Discussion**
  (b)(5) - Lu, Christine
- **12:00pm - 1:00pm Red Phone** (WebEx-please see details below) - Plaisier, Melinda K

#### Tuesday, August 14
- **8:00am - 8:45am Steven Porter Div. 4 (1on1) (Web-Ex) - Cruse, Alonza
- **11:30am - 12:30pm NEW Dial-In: Pacific Area REMS Status Call (Aug'18 only) (WebEx) - Velez, Alessande R
- **12:00pm - Send Weekly Report to Nancy Rolli**

#### Wednesday, August 15
- **8:00am - 9:00am Pharma Educational Series SharePoint Online Training (WebEx) - Kreis, Jane M
- **9:00am - 9:30am 1 on 1** (WebEx) - Porter, Steven
- **10:00am - 12:00pm ORA Ethics Information Session - Hatch Act (WebEx and Element 1200) - A Message from the ORA Director of Office of Management**
- **10:00am - 11:00am ORA Monthly Meeting**
  (b)(5) - Mantzouranis, Athanasia
- **10:30am - 11:00am** (webex) - Tomasso, Justine
- **1:00pm - 2:00pm SLS meeting (SAN-LOS-SEA) (WEBEX MTG) - Burbach, Miriam R
- **2:00pm - 3:00pm Weekly Meeting – Geographic Staff (WebEx) - Porter, Steven**

#### Thursday, August 16
- **8:00am - 9:30am Pharma Leadership Team (PLT) Meeting (WO31/RM2442 & WebEx) - Delgado, Carilen

#### Friday, August 17
- **8:30am - 9:00am OMPTO CSO Specialty PD Review (WebEx) - Cruse, Alonza
- **10:00am - 11:00am DPQO IV Weekly Management Meeting**
  (WebEx) - Porter, Steven

#### Saturday, August 18

#### Sunday, August 19

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Porter, Steven
### August 20, 2018 - August 26, 2018

#### Monday, August 20
- 11:00am - 12:00pm Management Monday - Time Management (WEBEX) - Edwards, Kelly
- 12:00pm - 1:00pm Red Phone (WEBEx-please see details below) - Plaisier, Melinda K

#### Tuesday, August 21
- 10:00am - 10:30am Ready Op Introduction (b) (5) Francisco, Hermínia
- 12:00pm - Send Weekly Report to Nancy Rollo (b) (6) (b) (7) (C) Frasca, Dominic

#### Wednesday, August 22
- 10:00am - 11:00am DPQO IV Weekly Management Meeting (WEBEx) - Porter, Steven

#### Thursday, August 23
- 10:00am - 11:00am DPQO IV Weekly Management Meeting (WEBEx) - Porter, Steven

#### Friday, August 24
- 10:00am - 11:00am DPQO IV Weekly Management Meeting (WEBEx) - Porter, Steven

#### Saturday, August 25
- 10:00am - 11:00am Canceled: Tentative Hurricane Lane preparations/response call Saturday 8/25/18 CANCELLED (n/a) - Frasca, Dominic

#### Sunday, August 26
- No scheduled activities.
Monday, August 27
- 12:00pm - 1:00pm Red Phone (WebEx-please see details below) - Plaisier, Melinda K

Tuesday, August 28
- 12:00pm - Send Weekly Report to Nancy Rolli

Wednesday, August 29
- 8:00am - 8:30am 1 on 1 (WebEx) - Porter, Steven
- 10:00am - 11:00am RESCHEDULED: Viewpoint Temperature Monitoring Training for Administrators & Group Admin 08/29/18 (WebEx) - Agan, Brian
- 1:00pm - 2:00pm SLS meeting (SAN-LOS-SEA) (WEBEX MTG) - Burbach, Miriam R
- 2:00pm - 3:00pm Weekly Meeting – Geographic Staff (WebEx) - Porter, Steven

Thursday, August 30
- 2:30pm - 3:30pm (b) (6) (b) (7) (C) (WebEx) - Byrd, Raymond

Friday, August 31
- (b) (6), (b) (7) (C)
- 10:00am - 11:00am DPQO IV Weekly Management Meeting (WebEx) - Porter, Steven

Saturday, September 1

Sunday, September 2
### September 3, 2018 - September 9, 2018

<table>
<thead>
<tr>
<th>Monday, September 3</th>
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<tbody>
<tr>
<td></td>
<td>8:00am - 8:45am Steve Porter Div. 4 (1on1) (Web-Ex) - Cruse, Alonza ○</td>
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<td>12:00pm - Send Weekly Report to Nancy Rolli ○</td>
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<th>Wednesday, September 5</th>
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<tr>
<td>1:00pm - 2:00pm FW: SLS meeting (SAN-LOS-SEA) (WEBEX MTG) - Burbach, Miriam R ○</td>
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<th>Thursday, September 6</th>
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<tr>
<td>11:00am - 12:00pm RRT monthly teleconference/webinar (b)(5) Yeung, Lauren V ○</td>
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<th>Friday, September 7</th>
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<tr>
<td>10:00am - 11:00am DPQO IV Weekly Management Meeting (WebEx) - Porter, Steven ○</td>
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<td>12:00pm - 2:00pm DD/PDD CC (b)(5) Bonnin, Evelyn</td>
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Monday, September 10
- 9:30am - 10:30am PHARMA4 Budget Discussion
  (b)(6), (b)(7)(C) - Lu, Christine
- 9:00am - 10:00am Pharma 4 Budget Discussion - Monday, June 11, 2018, 9:30am (b)(5) - webex
- 12:00pm - 1:00pm Red Phone (WebEx-please see details below) - Plaisier, Melinda K

Tuesday, September 11
- 10:00am - 11:30am (b)(5) - De Souza, Lance
- 12:00pm - Send Weekly Report to Nancy Rolli

Wednesday, September 12
- 9:00am - 11:00am PHS officer annual performance evaluation (COER) and Promotion Process Webinar (WebEx) - Gadsby, Whitney

Thursday, September 13
- 9:00am - 11:00am PHARMA EDUCATIONAL TRAINING SERIES (WEBEX) - Kreis, Jane M
- 9:00am - 11:00am Informational sessions on the upcoming annual COER and the CC Promotion Process (WebEx) - Gadsby, Whitney
- 10:00am - 11:00am DPOQ IV Weekly Management Meeting (WebEx) - Porter, Steven
- 11:00am - 12:00pm Updated: Regular Pacific Region ERC (b)(5) - Yee, James C

Friday, September 14
- 8:00am - 9:00am PHARMA EDUCATIONAL TRAINING SERIES (WEBEX) - Kreis, Jane M
- 9:00am - 11:00am Informational sessions on the upcoming annual COER and the CC Promotion Process (WebEx) - Gadsby, Whitney
- 10:00am - 11:00am DPOQ IV Weekly Management Meeting (WebEx) - Porter, Steven
- 11:00am - 12:00pm Updated: Regular Pacific Region ERC (b)(5) - Yee, James C

Saturday, September 15

Sunday, September 16
Monday, September 17
- APFT due
- 9:00am - 9:30am Post-SMT: LR-ER Workgroup (WebEx) - Pretti, Jeffery
- 11:00am - 12:00pm FW: Option Care Regulatory Meeting Face to Face Meeting (WO-Bldg 22 - 1421) - Bhandari, Navin
- 12:00pm - 1:00pm Red Phone (WebEx-please see details below) - Plaisier, Melinda K

Tuesday, September 18
- 12:00am Pharma F2F
- (b) (6), (b) (7)(C)
- 12:30pm - 1:30pm (b) (5)

Wednesday, September 19
- Pharma F2F
- (b) (6), (b) (7)(C)
- 12:00am SAVE THE DATE: OPQO Face to Face Meeting (San Antonio Marriott Rivercenter | 101 Bowie Street + San Antonio, TX 78205) - Delgado, Carilen
- 10:00am - 11:00am ORA Monthly Meeting (conference call) - Mantzouranis, Athanasia

Thursday, September 20
- Pharma F2F
- (b) (6), (b) (7)(C)
- SAVE THE DATE: OPQO Face to Face Meeting (San Antonio Marriott Rivercenter | 101 Bowie Street + San Antonio, TX 78205) - Delgado, Carilen

Friday, September 21
- Pharma F2F
- (b) (6), (b) (7)(C)
- 12:00am SAVE THE DATE: OPQO Face to Face Meeting (San Antonio Marriott Rivercenter | 101 Bowie Street + San Antonio, TX 78205) - Delgado, Carilen
- 10:00am - 11:00am DPQO IV Weekly Management Meeting (WebEx) - Porter, Steven

Saturday, September 22
- 12:00am Pharma F2F
- (b) (6), (b) (7)(C)

Sunday, September 23
Monday, September 24
- 9:00am - 9:30am LR/ER Workgroup Meeting (WebEx) - Porter, Steven
- 11:00am - 11:55am Management Monday - Political Savvy (Webex)
- 12:00pm - 1:00pm Red Phone (WebEx-please see details below) - Plaisier, Melinda K

Tuesday, September 25
- 8:00am - 8:45am Steven Porter Div. 4 (1on1) (Web-Ex) - Cruse, Alonza
- 12:00pm - Send Weekly Report to Nancy Rolli

Wednesday, September 26
- 10:00am - 12:00pm Quarterly California Food Regulators Meeting (WIFS - 1477 Drew Avenue Suite 101 Davis, CA 95618) - Darneille, Jessica
- 1:00pm - 2:00pm SLS meeting (SAN-LOS-SEA) (WEBEX MTG) - Burbach, Miriam R

Thursday, September 27
- 10:00am - 11:00am DPQO IV Weekly Management Meeting (WebEx) - Porter, Steven

Friday, September 28

Saturday, September 29

Sunday, September 30
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<thead>
<tr>
<th>Date</th>
<th>Time</th>
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<th>Presenter</th>
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<tbody>
<tr>
<td>Monday, Oct 1</td>
<td>12:00pm - 1:00pm</td>
<td>Red Phone (WebEx - please see details below)</td>
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<td>Plaisier, Melinda K</td>
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<tr>
<td>Tuesday, Oct 2</td>
<td>8:00am - 8:45am</td>
<td>Steven Porter Div. 4 (1on1) (WebEx)</td>
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<td>Cruse, Alonza</td>
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<td>12:00pm -</td>
<td>Send Weekly Report to Nancy Rolli</td>
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<td>12:00pm - 1:00pm</td>
<td>Pacific REMS Status Call (FY'19 - 1st Quarter)</td>
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<td>Velez, Alessandra</td>
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<tr>
<td>Wednesday, Oct 3</td>
<td>8:00am - 8:30am</td>
<td>1 on 1 (WebEx)</td>
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<td>Porter, Steven</td>
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<td>1:00pm - 2:00pm</td>
<td>SLS meeting (SAN-LOS-SEA) (WEBEX MTG)</td>
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<td>Burbach, Miriam</td>
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<td>2:00pm - 3:00pm</td>
<td>Weekly Meeting - Geographic Staff (WebEx)</td>
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<td>Porter, Steven</td>
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<td>Thursday, Oct 4</td>
<td>8:30am - 9:30am</td>
<td>Facilities Monthly Director’s Meeting (DD Conference Room)</td>
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<td>Harris, Tracey</td>
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<td>11:00am - 12:00pm</td>
<td>RRT monthly teleconference/webinar</td>
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<td>Yeung, Lauren V</td>
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<td>Friday, Oct 5</td>
<td>8:00am - 9:00am</td>
<td>OPQO Monthly Leadership Meeting (WebEx &amp; WO31/RM3502)</td>
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<td>Delgado, Carilen</td>
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<td>9:00am - 10:00am</td>
<td>CalFERT Steering Committee - Monthly call</td>
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<td>Yee, James C</td>
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<td>DPQO IV Weekly Management Meeting (WebEx)</td>
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<td>Porter, Steven</td>
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<td></td>
<td>11:00am - 12:00pm</td>
<td>(conference call) - Mantzouranis, Athanasia</td>
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Monday, October 8

Tuesday, October 9
- 8:00am - 8:45am Steven Porter Div. 4 (1on1) (Web-Ex) - Cruse, Alonzia
- 9:00am - 9:30am (b) (5)
- 12:00pm - 1:00pm Red Phone (WebEx-please see details below) - Plaisier, Melinda K
- 12:00pm - Send Weekly Report to Nancy Rolli

Wednesday, October 10
- 7:00am - 7:30am (b) (5) (Webex) - Jafary, Mariza
- 8:00am - 8:30am 1 on 1 (WebEx) - Porter, Steven
- 8:30am - 9:30am (b) (5) (WebEx) info below - Norton, Marci
- 10:00am - 11:00am (b) (5) (FDA@Irvine District Director Conference Room/Webex) - b) (5)
- 11:00am - 12:00pm PHPAG General Meeting 2018 (b) (5) - Ruiz, Jadyn (OS/OASH)
- 1:00pm - 2:00pm SLS meeting (SAN-LOS-SEA) (WEBEX MTG) - Burbach, Miriam R
- 2:00pm - 3:00pm Weekly Meeting – Geographic Staff (WebEx) - Porter, Steven

Thursday, October 11
- 8:00am - 9:30am Pharma Leadership Team (PLT) Meeting (W031/RM2442 & WebEx) - Delgado, Carileen
- 8:30am - 9:30am FW: CP2G toolkit training session for Coaching on Demand/CV Review coaches/mentors (webex) - Beer, Catherine M (FDA/ora)
- 1:30pm - 2:00pm New (b) (5) (webex) - Kelly-Doggett, Maria
- 1:30pm - 2:00pm (b) (5) (webex) - Kelly-Doggett, Maria

Friday, October 12
- 5:30am - 9:30am NIPP Training Webinar (option 2 of 4) (Webex) - Hoffmann, Laura
- 10:30am - 11:30am FY18 Inspection and Environmental Sampling Prioritization Assignment (WEBEX and 38047) - Chen, Melinda E.
- 1:00pm - 2:00pm (b) (5) (Seattle District Office / WebEx) - Kelly-Doggett, Maria

Saturday, October 13

Sunday, October 14

Porter, Steven
October 22, 2018 - October 28, 2018

Monday, October 22
- (b) (6), (b) (7)(C)
  10:00am - 12:00pm Hatch Act Information Session (WebEx and Element Room 118) - A Message from the ORA Director of Office of Management.
  10:00am - 11:00am 1st Party EIR/FMD-145 Redaction Training hosted by DiDP (Webex) - Pickworth, Melissa
  11:00am - 11:55am Management Monday - Influencing (Rescheduled) (WEBEX) - Edwards, Kelly
  12:00pm - 1:00pm Red Phone (WebEx-please see details below) - Pflaizer, Melinda K
  1:00pm - 1:30pm FW: Invitation: Pre-construction Meeting - WTC FDA Soundproofing Project @ Mon Oct 22, 2018 1pm - 1:30pm (PDT) (null) - Jamie Deidrich

Tuesday, October 23
- (b) (6), (b) (7)(C)
  8:00am - 8:45am Steven Porter Div. 4 (1on1) (Web-Ex) - Cruse, Alonza
  10:00am - 11:00am NIPP Q&A Session (Option 2 of 3) (Webex) - Odulana, Mia
  12:00pm - Send Weekly Report to Nancy Rolli
  12:00pm - 12:45pm FDA All Hands with CDC Director Dr. Redfield (White Oak Building 71/75 Atrium or please see simulcast links below) - A Message from the Commissioner

Wednesday, October 24
- (b) (6), (b) (7)(C)
  10:00am - 11:00am DFA/PDD/DD Monthly Management Meeting (WebEx (Agenda Added)) - Knight, Chandra
  1:00pm - 2:00pm SLS meeting (SAN-LOS-SEA) (WEBEX MTG) - Burbach, Miriam R
  2:00pm - 3:00pm Weekly Meeting - Geographic Staff (WebEx) - Porter, Steven

Thursday, October 25
- (b) (6), (b) (7)(C)
  7:00am - 8:00am NIPP Q&A Session (Option 3 of 3) (Webex) - Odulana, Mia
  8:00am - 9:30am Pharma Leadership Team (PLT) Meeting (WO31/RM2442 & WebEx) - Delgado, Carilen

Friday, October 26
- (b) (6), (b) (7)(C)

Saturday, October 27
- (b) (6), (b) (7)(C)

Sunday, October 28
### Monday, October 29
- **12:00pm - 1:00pm** Red Phone (WebEx-please see details below) - Plaisier, Melinda K

### Tuesday, October 30
- **8:00am - 8:45am** Steven Porter Div. 4 (1on1) (Web-Ex) - Cruse, Alonza
- **11:00am - 11:30am** Canceled event: Surgeon General’s Visit @ Tue Oct 30, 2018 11am - 11:30am (PDT) (steven.porter@fda.hhs.gov) (Teleconference) - Elsa Rivera
- **12:00pm - 1:00pm** Send Weekly Report to Nancy Rolli
- **1:00pm - 1:30pm** Surgeon General’s Visit (Teleconference) - Lavalais, Song Y

### Wednesday, October 31
- **1:00pm - 2:00pm** SLS meeting (SAN-LOS-SEA) (WEBEX MTG) - Burbach, Miriam R
- **2:00pm - 3:00pm** Weekly Meeting - Geographic Staff (WebEx) - Porter, Steven

### Thursday, November 1
- **12:00am Response Team On-Call**
- **10:00am - 11:00am** Position Designation Refresher Training - Session 1 (WebEx) - A Message from the ORA Director of Office of Management
- **11:00am - 12:00pm** RRT monthly teleconference/webinar (b) (5) - Yeung, Lauren V

### Friday, November 2
- **9:00am - 10:00am** CalFERT Steering Committee - Monthly call - Yee, James C

### Saturday, November 3
- **Response Team On-Call**

### Sunday, November 4
- **Response Team On-Call**
<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>November 5, 2018</td>
<td>Response Team On-Call</td>
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<tr>
<td></td>
<td>10:00am - 11:00am FW: Reminder: Join Us for the ORA All Hands Meeting! (Webcast) - A Message from the Associate Commissioner for Regulatory Affairs</td>
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<td>12:00pm - 1:00pm Canceled: Red Phone (WebEx-please see details below) - Plaisier, Meinda K</td>
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<tr>
<td>November 6, 2018</td>
<td>Response Team On-Call</td>
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<tr>
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<td>7:00am - 8:00am Position Designation Refresher Training- Session 2 (WebEx) - A Message from the ORA Director of Office of Management</td>
</tr>
<tr>
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<td>8:00am - 8:45am Steven Porter Div. 4 (1on1) (WebEx) - Cruse, Alonza</td>
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<td>11:30am - 12:30pm Pacific REMS Status Call (FY'19 - 1st Quarter) (Webex (Login information below)) - Velez, Alessande R</td>
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<td>12:00pm - Send Weekly Report to Nancy Koli</td>
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<tr>
<td>November 7, 2018</td>
<td>Response Team On-Call</td>
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<tr>
<td></td>
<td>8:00am - 8:30am 1 on 1 (WebEx) - Porter, Steven</td>
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<tr>
<td></td>
<td>1:00pm - 2:00pm SLS meeting (SAN-LOS-SEA) (WEBEX MTG) - Burbach, Miriam R</td>
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<td>2:00pm - 3:00pm Weekly Meeting - Geographic Staff (WebEx) - Porter, Steven</td>
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<tr>
<td>November 8, 2018</td>
<td>Response Team On-Call</td>
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<tr>
<td></td>
<td>8:00am - 9:30am Pharma Leadership Team (PLT) Meeting (WO31/RM2442 &amp; WebEx) - Delgado, Carlen</td>
</tr>
<tr>
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<td>10:00am - 11:00am Position Designation Refresher Training- Session 3 (Rescheduled) (WebEx) - A Message from the ORA Director of Office of Management</td>
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<tr>
<th>Date</th>
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<tbody>
<tr>
<td>November 9, 2018</td>
<td>Response Team On-Call</td>
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<tr>
<td></td>
<td>7:00am - 8:00am OPQO Monthly Leadership Meeting (WO31/RM2442 &amp; WebEx) - Delgado, Carlen</td>
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<td>11:00am - 12:00pm Updated: Regular Pacific Region ERC (b) (5) - Yee, James C</td>
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<tr>
<th>Date</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>November 10, 2018</td>
<td>Response Team On-Call</td>
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</tbody>
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<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>November 11, 2018</td>
<td>Response Team On-Call</td>
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</tbody>
</table>
Monday, November 12
- Response Team On-Call
9:30am - 10:30am PHARMA4 Budget Discussion
   (b) (5) - Lu, Christine
9:30am - 10:00am Pharma 4 Budget Discussion - Monday, June 11, 2018, 9:30am (b) (5) - webex

Tuesday, November 13
- Response Team On-Call
8:00am - 8:45am Steven Porter Div. 4 (1on1) (Web-Ex) - Cruse, Alonza
12:00pm - 1:00pm Red Phone (WebEx-please see details below) - Plaisier, Melinda K
12:00pm - Send Weekly Report to Nancy Rolli

Wednesday, November 14
- Response Team On-Call
8:00am - 8:30am 1 on 1 (WebEx) - Porter, Steven
1:00pm - 2:00pm SLS meeting (SAN-LOS-SEA) (WEBEX MTG) - Burbach, Miriam R
2:00pm - 3:00pm Weekly Meeting - Geographic Staff (WebEx) - Porter, Steven

Thursday, November 15
- Response Team On-Call
10:00am - 10:30am 1 on 1 (DD Office) - Porter, Steven
12:00pm - 1:00pm Position Designation Refresher Training-Session 3 (RESCHEDULED) (WebEx) - A Message from the ORA Director of Office of Management

Friday, November 16
- Response Team On-Call
8:00am - 9:00am PHARMA EDUCATIONAL SERIES - Kreis, Jane M
10:00am - 11:00am DPQOIV Weekly Management Meeting (WebEx)

Saturday, November 17
- Response Team On-Call

Sunday, November 18
- Response Team On-Call
November 19, 2018 - November 25, 2018

Monday, November 19
- Response Team On-Call
  - 10:00am - 10:30am FEB BOD Discussion (WebEx) - Porter, Steven
  - 11:00am - 12:00pm Management Mondays Invite - Fairness Webinar - Edwards, Kelly
  - 12:00pm - 1:00pm Red Phone (WebEx- please see details below) - Plaisier, Melinda

Tuesday, November 20
- Response Team On-Call
  - 8:00am - 8:45am Steven Porter Div. 4 (1on1) (WebEx) - Crus, Alonzo
  - 12:00pm - Send Weekly Report to Nancy Rolli
  - 3:00pm - 3:30pm Workspace KS Discussion - Sooter, Kirk

Wednesday, November 21
- Response Team On-Call
  - 8:00am - 8:30am 1on1 (WebEx) - Porter, Steven
  - 10:00am - 11:00am ORA Monthly Meeting (web conference) - Mantzouranis, Athanasia
  - 10:00am - 11:00am FW: ORADSS User Group Meeting - November 2018 (b)(5)

Thursday, November 22
- Response Team On-Call

Friday, November 23
- Response Team On-Call

Saturday, November 24
- Response Team On-Call

Sunday, November 25
- Response Team On-Call

Porter, Steven 7/1/2019 7:10 AM
November 26, 2018 - December 2, 2018

Monday, November 26
- Response Team On-Call
- 12:00pm - 1:00pm Red Phone (WebEx-please see details below) - Plaisier, Melinda K

Tuesday, November 27
- Response Team On-Call
- 8:00am - 8:45am Steven Porter Div. 4 (1on1) (Web-Ex) - Cruse, Alonza
- 12:00pm - Send Weekly Report to Nancy Rolli

Wednesday, November 28
- Response Team On-Call
- 8:30am - 9:00am (b) (5) - Kelly-Doggett, Maria
- 10:00am - 2:00pm California Regulators Joint Medical Device and Drug Quarterly Workgroup Meeting - November 28, 2018 (CBP IMF Facility) - Lam, Maxyne

Thursday, November 29
- Response Team On-Call
- 8:30am - 10:00am (b) (5) (Orange, CA)
- 11:00am - 12:30pm (b) (5) (WO-Bldg 51 Room 1215) - Lefebvre, Carla
- 1:00pm - 2:00pm (b) (5) (telecom / LOS-DO)

Friday, November 30
- 12:00am Response Team On-Call
- 10:00am - 11:00am DPQOIV Weekly Management Meeting (WebEx)

Saturday, December 1

Sunday, December 2
Monday, December 3
- 9:00am - 10:30am Irvine Labs Kick Off Meeting (DD C/R) - Martin, William B.
- 12:00pm - 1:00pm Red Phone (WebEx-please see details below) - Plaisier, Melinda K

Tuesday, December 4
- 8:00am - 8:30am 1 on 1 (WebEx) - Porter, Steven O
- 10:00am - 11:00am Position Designation Refresher Training - Session 4 (RESCHEDULED) (WebEx) - A Message from the ORA Director of Office of Management
- 11:30am - 12:30pm Pacific REMS Status Call (FY'19 - 1st Quarter) (WebEx (Login information below)) - Velez, Alessande R O
- 12:00pm - Send Weekly Report to Nancy Rolli O

Wednesday, December 5
- 9:00am - 10:30am Conducting Performance Plan (PMAP) Close Outs for CY18 and Establishing Performance Plans for CY19
- 1:00pm - 2:00pm SLS meeting (SAN-LOS-SEA) (WEBEX MTG) - Burbach, Miriam R

Thursday, December 6
- 8:00am - 9:30am Pharma Leadership Team (PLT) Meeting (WO31/RM2442 & WebEx) - Delgado, Carilene O
- 11:00am - 12:00pm RRT monthly teleconference/webinar (b)(5) - Yeung, Lauren V

Friday, December 7
- 10:00am - 11:00am DPQOIV Weekly Management Meeting (WebEx)
- 1:00pm - 1:30pm 1 on 1 (DD Office) - Porter, Steven O

Saturday, December 8

Sunday, December 9
Monday, December 10
- 12:00pm - 1:00pm Red Phone (WebEx - please see details below) - Plaisier, Melinda K
- 1:00pm - 2:00pm OPQO Division IV FMD-145 Support (Fusion Contract) - Berry, Thomas R

Tuesday, December 11
- 12:00am RRT Conference (Austin TX)
- 12:00pm - Send Weekly Report to Nancy Roll (WebEx) - Berry, Thomas R

Wednesday, December 12
- RRT Conference (Austin TX)
- 7:00am - 8:30am FDA Hiring & Retention Reforms: 2018 Update (WO Bldg 2, Conf Rm 2047 E&W - Webcast Link and Addtl Conf Rm Locations Listed below) - Principal Deputy Commissioner
- 11:00am - 12:30pm EVS Results Briefing to Managers and Supervisors (WEBEX) - Edwards, Kelly

Thursday, December 13
- 12:00am RRT Conference (Austin TX)

Friday, December 14
- 8:00am - 11:00am HSPAC All Hands Meeting (December) - Maruna, Thomas
- 8:00am - 9:00am PHARMA EDUCATIONAL TRAINING SERIES (WEBEX) - Kreis, Jane M
- 11:00am - 1:00pm PHS All-Hands Meeting
- 11:00am - 12:00pm OPQO Monthly Leadership Meeting (WO31/RM2442 & WebEx) - Delgado, Carlien
- 11:00am - 12:00pm FDA Commissioned Corps All Hands (WO, Bldg. 2, Room 2047 and Webcast) - FDA Commissioned Corps Affairs

Saturday, December 15

Sunday, December 16
Monday, December 17
- 8:00am - 9:00am (b) (5) (WebEx) - Cox, Toni-Ann
- 9:00am - 9:30am Call, Commander Porter (b) (5)
- 10:00am - 12:00pm ORA Ethics Information Session - Gifts (WebEx/ELEM 2054) - A Message from the ORA Director of Office of Management
- 11:00am - 11:55am Management Monday - Performance Management (WEBEX) - Edwards, Kelly
- 12:00pm - 1:00pm Red Phone (WebEx-please see details below) - Plaisier, Melinda
- 4:00pm - 4:30pm USPHS WORK AT HOME FORM DUE

Tuesday, December 18
- 8:00am - 8:45am Steven Porter Div. 4 (1on1) (WebEx) - Cruse, Alonza
- 10:00am - 11:00am (b) (5) WebEx - Mu, Jessica
- 12:00pm - Send Weekly Report to Nancy Rolli

Wednesday, December 19
- 8:00am - 8:30am 1 on 1 (WebEx) - Porter, Steven
- 10:00am - 11:00am ORA Monthly Meeting (web conference) - Mantzouranis, Athanasia
- 10:00am - 11:00am FW: ORADSS User Group Meeting - December 2018 (b) (5) - oradss_helpdesk
- 10:15am - 10:45am Planning the February 2019 staff newsletter (Lab director's conference room) - Decker, George
- 11:00am - 11:30am Pharma New Hire Face to Face 3 weeks - Kreis, Jane M
- 1:00pm - 2:00pm SLS meeting (SAN-LOS-SEA) [WEBEX MTG] - Burbach, Miriam R
- 2:00pm - 3:00pm Weekly Meeting - Geographic Staff (WebEx) - Porter, Steven

Thursday, December 20
- 8:00am - 9:30am Pharma Leadership Team (PLT) Meeting (WO31/RM2442 & WebEx) - Delgado, Carileen

Friday, December 21
- 10:00am - 10:30am Today: ORA All Hands Meeting Regarding Contingency Planning (dial-in information enclosed) - A Message from the Associate Commissioner for Regulatory Affairs

Saturday, December 22

Sunday, December 23
<table>
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<tr>
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<tbody>
<tr>
<td>Monday, December 24</td>
<td>• 12:00pm - 1:00pm Canceled: Red Phone (WebEx—please see details below) - Plaisier, Melinda K</td>
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<td>Tuesday, December 25</td>
<td>• 12:00pm - Send Weekly Report to Nancy Rolli</td>
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<tr>
<td>Wednesday, December 26</td>
<td>• 1:00pm - 2:00pm SLS meeting (SAN-LOS-SEA) (WEBEX MTG) - Burbach, Miriam R</td>
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<tr>
<td>Thursday, December 27</td>
<td>• 10:30am - 11:30am Shut Down Discussion (Web-Ex) - Cruse, Alonza</td>
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<tr>
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<td>• 11:00am - 12:00pm Shut Down Discussion (Web-Ex) - Cruse, Alonza</td>
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**December 31, 2018 - January 6, 2019**

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<th>Wednesday, January 2</th>
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<tbody>
<tr>
<td>11:00am - 12:00pm RRT monthly teleconference/webinar (b)(5)</td>
<td>Yeung, Lauren V</td>
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<th>Friday, January 4</th>
<th>Saturday, January 5</th>
<th>Sunday, January 6</th>
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<tbody>
<tr>
<td>1:30pm - 2:00pm (b)(5)</td>
<td>[WebEx] - White, Cynthia</td>
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