

**From:** Cortana <cortana@microsoft.com>  
**To:** [REDACTED]  
**Sent:** 2/24/2021 7:04:59 AM  
**Subject:** Your daily briefing  
**Attachments:** blue\_checkmark\_in\_circle.png; BookFocusTime40pxIcon2x.png; delete\_2x.png; green\_checkmark\_in\_circle\_2x.png; red\_x\_in\_circle.png; remind\_next\_week\_16px\_2x.png; remind\_tomorrow\_16px\_2x.png; small\_green\_checkmark\_in\_circle\_2x.png; thumbs\_down\_dislike\_2x.png; thumbs\_up\_like\_2x.png; todo\_brand\_16px\_2x.png; transparent\_square.png

Hi [REDACTED]  
It's a new day!



Prepare for today's meetings

[View all meetings](#) 

**8:30 AM – 9:00 AM**

[Weekly PM/PCA Meetings - 2020 Series](#)

Teams Meeting

I found 1 document that looks related to this meeting.



[5MM EO Work Priority for 2021\\_02.09.2021 update.pdf](#)

Related document by [REDACTED]

**9:15 AM – 10:15 AM**

[Hardening Action item calls-Director required 1x per week. - See updated notes.](#)

Microsoft Teams Meeting

I found 1 document that looks related to this meeting.



Meeting Notes - 2021-2-17 Hardening Action Items - Director required 1x per Week.docx

Related document by [REDACTED]



## Commitments and follow-ups

[REDACTED]  
[EDRS 2021-11689 ready for your review](#)

**2 days ago they asked**, "Please review the EDRS request 2021-11689 at your earliest convenience and I will submit once I have your approval."

[REDACTED]  
[Pending approval PR493229](#)

**Yesterday they asked**, "Can you please hit approve, then we can get it to sourcing?"

[REDACTED]  
[RE: O8W-PM \[REDACTED\] - Bucks Creek 1101 Phase 1,2&3 - Pre-Engineering Meeting](#)

**Yesterday you said**, "This project is unique in that I will need to work with the RR and Caltrans upfront to be able to correctly scope the project."

Did you find this email helpful? [Send feedback](#)



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