

JP5-Form Red Cross



(877) 733-

DBS

2767

Savem

THINGS TO DO

1. 11/1/01

2. DAY SPA - June 1 -

3. Went to DBS meeting -

4. NY 1 with you

5. - Carol Brink -

6. Very high water bill

7. gotten some papers -

8. Not a big -

9.

10. - New bill \$1500 -

11. Eden Day Spa

12. 388 Bway,

13. (212) 226-0515

14. Jason Wong

15. No cardines coming in

[NY 1] Act. #

Water bill

John Griffin -
(212) 643-2204

engineer's report
"exception"
engineering study

Frances hwe (don't charge)
"Betty Collins"
X 7393 Carol Brooks

Schedule for week of 11/12 through Saturday, 11/17/01 Walk-In Help Center at Maiden Lane

<u>Mon., 11/12</u>	<u>Tues., 11/13</u>	<u>Wed., 11/14</u>	<u>Thurs., 11/15</u>	<u>Fri., 11/16</u>	<u>Sat., 11/17</u>
<u>Veterans' Day</u>	Bruce McD.	Savern R.	Savern	Karen	Fred E.
Fred E.	9-6 pm	9-6 pm	9-6 pm	9-6 pm	9-3 pm
9-3:00 pm					

Rose Marchetti (Floater)
Tichesia Moore (As needed)

(212) 482-1320/19/18 (Con Ed's lines)
(212) 509-7549/7537/7486 (EDC's lines)
(212) 509-7544 (EDC's fax)

DEP Extensions: 595-

Rose - x 4541
Bruce - x 4454

Karen - x 4394
Savern - x 4436

Tichesia - x 4455
Fred - x 6949


11/9/01

Schedule for Week of 10/29 — 11/3/01

Walk-In Center at 110 Maiden Lane — Near WTC Area

<u>Mon.</u> <u>10/29</u>	<u>Tues</u> <u>10/30</u>	<u>Wed.</u> <u>10/31</u>	<u>Thurs.</u> <u>11/1</u>	<u>Fri.</u> <u>11/2</u>	<u>Sat.</u> <u>11/3</u>
Rose M. 9-6:00 PM	Bruce Mc 9-6:00 PM	Savern R. 9-6:00 PM	Savern R. 9-6 PM	Karen E. 9-6 PM	Fred E. 9-3:00 PM

Rose Marabetti (floater) (212) 482-1320/1319/1318 (Con Edison phone)
Tiekesha Moore (as needed) (212) - 509-7544 (FAX - EDC)

Exts. 595-

Rose - x 4541

Bruce - x 4454

Karen - x 4394

Savern - x 4436

Tiekesha - x 4455

Fred - x 6949

(Signature)
10/26/01

Schedule for Week of 10/29 — 11/3/01

Walk-In Center at 110 Maiden Lane — Near WTC Area

<u>Mon.</u> <u>10/29</u>	<u>Tues</u> <u>10/30</u>	<u>Wed.</u> <u>10/31</u>	<u>Thurs.</u> <u>11/1</u>	<u>Fri.</u> <u>11/2</u>	<u>Sat.</u> <u>11/3</u>
Rose M. 9-6:00 PM	Bruce Mc 9-6:00 PM	Savern R. 9-6:00 PM	Savern R. 9-6 PM	Karen E. 9-6 PM	Fred E. 9-3:00 PM

Rose Marabetti (floater) (212) 482-1320/1319/1318 (Con Edison phone)
Tieisha Moore (as needed) (212) 509-7544 (FAX - EDC)

EXTS. 595-

Rose — x 4541

Bruce — x 4454

Karen — x 4394

Savern — x 4436

Tieisha — x 4455

Fred — x 6949

Km
10/26/01

Schedule for week of 10/29 - 11/3/01
Walk-In Center at 110 Maiden Lane - WTC Area

Mon. 10/29	Rose M. 9-6:00pm
Tues 10/30	Bruce Mc 9-6:00pm
Wed. 10/31	Savarn R. 9-6:00pm
Thurs. 11/1	Savarn R. 9-6pm
Fri. 11/2	Kaur E. 9-6pm
Sat. 11/3	Fred E. 9-3:00pm

Rose Marshall (flatter) (212) 482-1320/1319/1318 (Car Edition please)
Tilisha Moore (as needed) (212) 509-7544 (FAX - EDC)

Ext's.
Rose - X 44541
Bruce - X 4454
Kaur - X 4394
Savarn - X 4436
Tilisha - X 4455
Fred - X 6949
Savarn - X 4436

10/26/01
(K)

Schedule for Week of 10/22 - 10/27/01 (Mon-Sat.) Walk-In Center at 110 Maiden Lane, near WTC disaster area

Mon. 10/22	Rose	9-6 pm
Tues. 10/23	Bruce	9-6 pm.
Wed. 10/24	Savarn	9-6 pm
Thurs. 10/25	Savarn	9-6 pm
Fri. 10/26	Kaush	9-6 pm
Sat. 10/27	Fred.	9-3:00 pm

Rose Macalotti (Floater)
↑ Nicholas Moore (as needed)

(212) 482-1320/1319/1318 (Car. Division)
(212) 509-7544 (Fax of EDC)

Exts. DEP
Rose - (714) 595-4541
Bruce - " - 4454
Kaush - (718) 595-4394
Savarn - " - 4436
↑ Nicholas X 4455

Schedule for
Week of 10/15 - 10/20/01
Walk-In Center at 110 Maiden Lane

<u>Mon.</u>	<u>Tues.</u>	<u>Wed.</u>	<u>Thurs</u>	<u>Fri.</u>	<u>Sat.</u>
<u>10/15</u>	<u>10/16</u>	<u>10/17</u>	<u>10/18</u>	<u>10/19</u>	<u>10/20</u>
Karen E.	Bruce Mc.	Savarn R.	Savarn R.	Fred E.	Savarn R.
9-6	9-6	9-6	9-6	9-6	9-3

Rose Marabetti - floater
Tichesia - as needed

(212) 482-1320/19/18 (Con Edison phone)
(212) 509-7544 (EDC fax)

10/12
RM

Week of 10/8 - 10/13/01

✓ Walk-In Help Center on Maiden Lane

10/8 <u>Monday</u> (Columbus Day)	10/9 <u>Tuesday</u>	10/10 <u>Wednesday</u>	10/11 <u>Thursday</u> (Primary Run-Off)	10/12 <u>Friday</u>	10/13 <u>Saturday</u>
Fred E. 9-3 PM (or longer, if necessary)	Karen 9-6 PM	Bruce 9-6 PM	Savern 9-6 PM	Savern 9-6 PM	Fred E. 9-3 PM.

Rose Macabetti - Floater
Tichona - as needed

(212) 482-1320 (Cn Edison phone)
(212) 509-7544 (EDC FAX)

PM 10/1/01

Week of 10/8 - 10/13/01

✓ Walk-In Help Center on Maiden Lane

10/8 Monday (Columbus Day)	10/9 Tuesday	10/10 Wednesday	10/11 Thursday (Primary Run-off)	10/12 Friday	10/13 Saturday
Fred E. 9-3 PM (or longer, if necessary)	Karen 9-6 PM	Bruce 9-6 PM	Savern 9-6 PM	Savern 9-6 PM	Fred E. 9-3 PM.

Rose Macabetti - Floater
Tichosra - as needed

(212) 482-1320 (Gen Edison phone)
(212) 509-7544 (EDC FAX)

10/10

Savern -

Mike wants to have
the Table at 110
Maiden Lane again
next week. I will
call you tomorrow, or
stop by to discuss
time. Thank you, Rose

(Pm) 10/10/01

To: Jane Maldonado

From: Bruce Macdonald

cc. Rose Marabetti

Re: Business Information Center -- 110 Maiden Lane, Manhattan

Date: 9-24-01

Following are the personnel shifts for the Business Information Center at 110 Maiden Lane (aka 80 Pine Street). Operations started on Saturday September 15th.

<u>DATE</u>	<u>PERSONNEL</u>
Mon 9-24	Karen Ellis 8am to 4pm Fred Edmonds/BEE 12pm to 8pm
Tues. 9-25	Karen Ellis 8am to 4pm Savern Rollins 12pm to 8pm
Wed. 9-26	Bruce Macdonald 8am to 4pm Savern Rollins 12pm to 8pm
Thurs. 9-27	Bruce Macdonald 8am to 4pm Fred Edmonds/BEE 12pm to 8pm
Fri. 9-28	Fred Edmonds 8am to 4pm Karen Ellis 12pm to 8pm
Sat. 9-29	Fred Edmonds/BEE 8am to 4pm Bruce Macdonald 12pm to 8pm
Sun. 9-30	Fred Edmonds/BEE 8am to 4pm Savern Rollins 12pm to 8pm

On Monday Sep. 24 and Tuesday Sep. 25 Rose will be in Albany (she can be reached at the Desmond Hotel, 600 Albany-Shaker Road tel. 518-869-8100).

FILE417.WPD

Week of 9/24 - 9/30 - at Maiden Lane
(212) 482-1320

<u>Mon. 9/24</u>	<u>Tues. 9/25</u>	<u>Wed. 9/26</u>	<u>Thurs. 9/27</u>	<u>Fri. 9/28</u>	<u>Sat. 9/29</u>	<u>Sun. 9/30</u>
8-4 Karen	8-4 Karen	8-4 Bruce	8-4 Bruce	8-4 Fred	8-4 Fred	8-4 Fred
12-8 Fred	12-8 Savern	12-8 Savern	12-8 Fred	12-8 Karen	12-8 Bruce	12-8 Savern
(Bruce in off.)	(Bruce in off.)	(Karen in off.)	(Karen in off.)			

Rose M. (Floater) - (212) 988-2116
X 4541

(212) 482-1320 (Maiden Lane)
Bruce M. - (718) 478-8650
X 4454
Karen E. - (718) 451-2135
X 4394
Savern R. - (718) 756-3573
X 4436
Fred E. - (718) 217-5285
X 6949