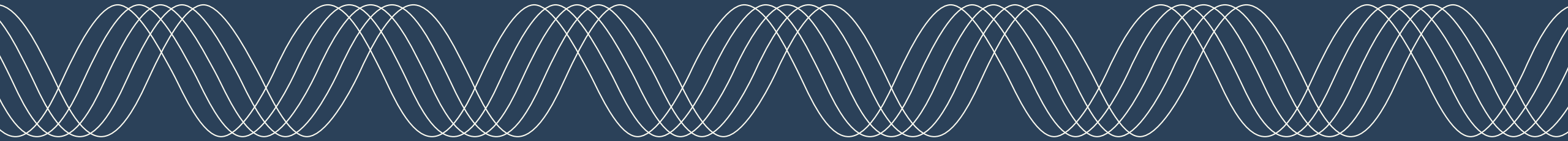


Operations Task List

Mike Schubert
Parks Operations Specialist
Portland General Electric (PGE)



About Me

Parks & Recreation 13+ years

WCC, THPRD, OPRD, PGE

Oversee operations at
Timothy Lake & Lake Harriet
on Mt. Hood NF



Project Overview

Creating an operations task list

Track recurring monthly and annual tasks

Tasks housed in QuickBase software program



Why?

Documentation (Alien Abduction Plan)



One System



Organization and Efficiency



Improvements in Compliance



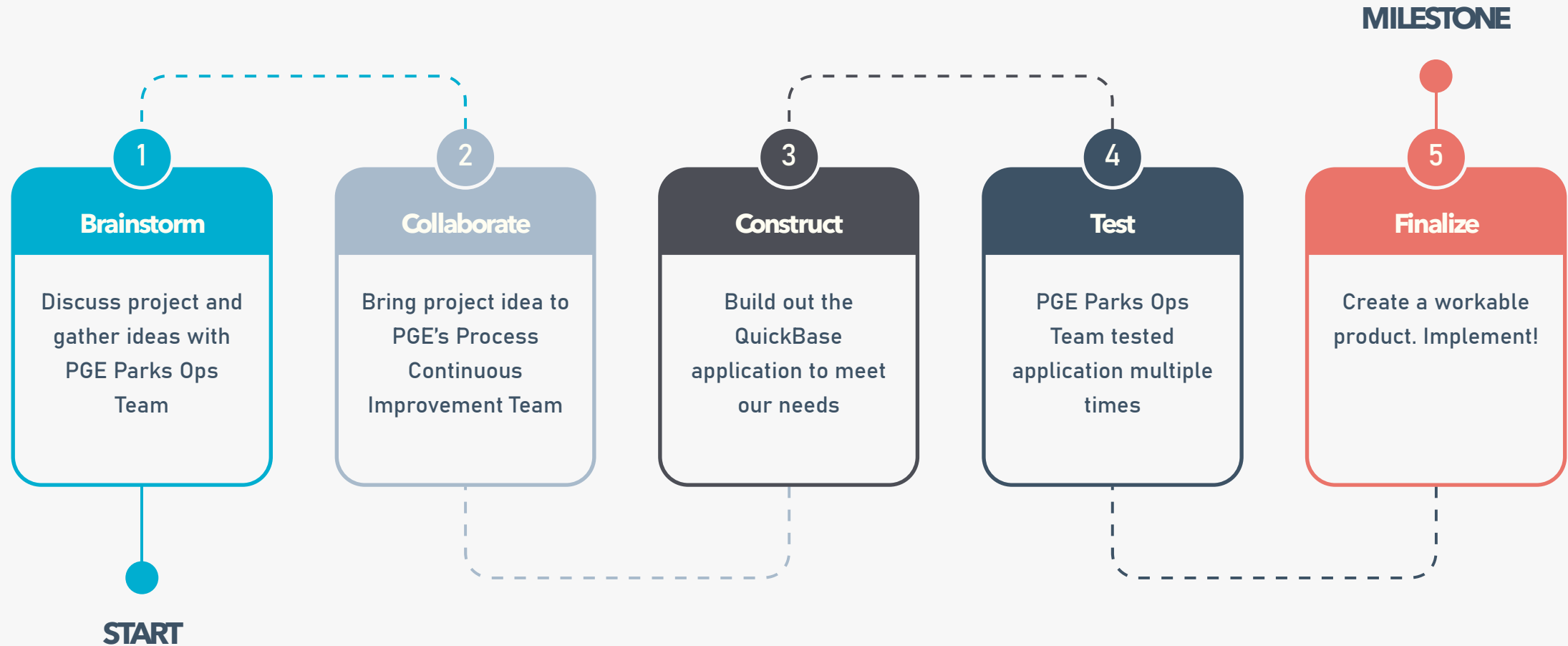
Accountability



Management & Supervision



Project Steps



Challenges & Changes

Time Management

Software Functionality

Design & Layout

Unexpected User

Month vs Actual Date



Project Impact



Connects back to the "Why?"



Program in use for a few weeks



Ops Team and Management is happy so far! 😊

Link to ORPA Leadership Academy



LEADERSHIP
STYLES –
VISIONARY &
DEMOCRATIC



COLLABORATION
& NETWORKING



THINK BIG
PICTURE & ABOUT
THE FUTURE

Looking Ahead

Designed for ongoing use

Unforeseen challenges?

Follow up in Fall



Lessons Learned

Plan & Schedule

Adapt

Seek Feedback

Look Ahead



Conclusion

Questions or Comments?

Mike Schubert
Mike.Schubert@pgn.com
503-898-8031

