

## Portland Development Commission (PDC)

### Executive Director Calendar

These weekly calendars represent Executive Director, Patrick Quinton's, regular schedule of meetings plus any additional special meetings. The Director is often double-booked and his calendar may change on short notice.

#### Weeks of December 5 – 9, 2011

| Monday  | Tuesday  | Wednesday  | Thursday   | Friday  |
|---|--|--|--|---|
| <p>8:00 a.m. – 1:00 p.m.<br/>PDC Leadership &amp; Board Retreat</p> <p>2:30 – 4:30 p.m.<br/>Leadership Team Meeting</p> | <p>9:00 – 10:00 a.m.<br/>Rob Morrison – Benchmade Facility Tour</p> <p>11:00 – 12:00 p.m.<br/>Rose Quarter Meeting</p> <p>1:30 – 2:00 p.m.<br/>New Seasons Meeting</p> <p>3:00 – 3:30 p.m.<br/>Prep for Mayor Meeting</p> <p>3:30 – 4:30 p.m.<br/>PDC/Mayor Adams Weekly Meeting</p> <p>5:00 – 7:00 p.m.<br/>A&amp;O Event</p> | <p>7:30 – 8:30 a.m.<br/>East Portland Chamber of Commerce</p> <p>9:00 – 10:00 a.m.<br/>NW Community Capital Fund</p> <p>10:00 – 10:30 a.m.<br/>Patrick/Legal Staff</p> <p>10:30 – 11:00 a.m.<br/>Patrick/Staff 1:1</p> <p>11:00 – 11:30 a.m.<br/>Patrick/Staff 1:1</p> <p>1:00 – 1:30 p.m.<br/>Patrick/Chair Andrews 1:1</p> <p>2:00 – 2:30 p.m.<br/>TRIM Leadership Training</p> <p>3:00 – 3:30 p.m.<br/>Patrick/Staff 1:1</p> <p>4:00 – 5:00 p.m.<br/>Patrick/Warren Jiminez 1:1</p> | <p>8:30 – 10:30 a.m.<br/>4<sup>th</sup> Quarter JASO Board Meeting</p> <p>10:30 a.m. – 12:00 p.m.<br/>Planning &amp; Development Directors Meeting</p> <p>2:00 – 2:30 p.m.<br/>Patrick/Staff Retreat Follow-up</p> <p>2:30 – 3:00 p.m.<br/>Patrick/Staff 1:1</p> <p>3:00 – 4:00 p.m.<br/>Patrick/Staff 1:1</p> | <p>9:00 – 10:00 a.m.<br/>Patrick/Jim McDermott</p> <p>10:00 – 10:30 a.m.<br/>Remarks – Portfol Training</p> <p>10:30 – 11:00 a.m.<br/>Patrick/Staff 1:1</p> <p>2:00 – 4:00 p.m.<br/>Private Project Meeting</p> |

#### Week of December 12 – 16, 2011

| Monday   | Tuesday  | Wednesday  | Thursday  | Friday   |
|--|--|--|---|--|
| <p>8:00 a.m. – 3:00 p.m.<br/>9<sup>th</sup> Oregon Leadership Summit</p> <p>3:30 – 5:00 p.m.<br/>Industry Cluster Session</p> <p>5:00 – 7:00 p.m.<br/>Film Industry Annual Meeting</p> | <p>7:30 – 9:00 a.m.<br/>PBA Board Meeting</p> <p>9:00 – 10:30 a.m.<br/>National Urban Indian Family Coalition</p> <p>11:30 a.m. – Noon<br/>Commissioner Briefing</p> <p>12:30 – 2:00 p.m.<br/>Leadership Team Meeting</p> <p>3:00 – 3:30 p.m.<br/>Prep for Mayor Meeting</p> <p>3:30 – 4:30 p.m.<br/>PDC/Mayor Adams Weekly Meeting</p> <p>5:00 – 7:00 p.m.<br/>Hayden Island Business Alliance Holiday Social</p> | <p>8:30 – 9:00 a.m.<br/>Patrick/Staff 1:1</p> <p>9:30 – 10:00 a.m.<br/>Central City Retreat</p> <p>10:30 – 11:00 a.m.<br/>Portfol Overview Training</p> <p>11:00 a.m. – Noon<br/>Patrick/Staff 1:1</p> <p>1:30 – 2:30 p.m.<br/>Port Directors Meeting</p> <p>3:00 – 5:00 p.m.<br/>Board of Commissioners</p> | <p>8:00 – 9:30 a.m.<br/>Economic Development District Board Meeting</p> <p>9:30 – 10:30 a.m.<br/>Project Nova</p> <p>10:30 – 11:30 a.m.<br/>Union Leadership</p> <p>1:00 – 2:00 p.m.<br/>PDC and BPS Monthly Check In</p> <p>3:00 – 5:00 p.m.<br/>Clean Tech Advisory Committee</p> | <p>9:00 – 10:00 a.m.<br/>Patrick/Staff 1:1</p> <p>10:00 – 11:00 a.m.<br/>UDD Management Team</p> <p>11:00 – 11:30 a.m.<br/>Project Meeting</p> <p>1:30 – 2:30 a.m.<br/>Resource Development</p> <p>2:30 – 3:00 p.m.<br/>Portland Business Alliance</p> <p>3:00 – 3:30 p.m.<br/>OT/CT Development</p> <p>4:00 – 5:00 p.m.<br/>Portland Plan Video Shoot</p> |