

**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.

Week of December 7 – 11, 2015

Monday	Tuesday	Wednesday	Thursday	Friday
Vacation	<p>9:30 – 11:30 a.m. Leadership Team Meeting</p> <p>11:30 a.m. – 12:30 p.m. Patrick/Staff 1:1</p> <p>1:00 – 2:00 p.m. Project Update w/ Government Relations & Congressional Delegation</p> <p>2:30 – 4:30 p.m. GPI 2020 Council Meeting</p>	<p>8:00 a.m. – 4:00 p.m. PDC Board of Commissioners Retreat</p> <p>5:30 – 8:00 p.m. A&O Annual Event</p>	<p>8:00 – 8:30 a.m. Phone Call w/ Crossroads</p> <p>8:30 – 9:30 a.m. All Staff Holiday Breakfast</p> <p>10:15 – 11:00 a.m. Meeting w/ Ken Rust</p> <p>11:00 a.m. – 12:00 p.m. Planning & Development Directors Meeting</p> <p>12:30 – 1:30 p.m. Patrick/Staff 1:1</p> <p>3:00 p.m. Depart for Grand Ronde, OR</p> <p>5:30 – 8:30 p.m. American Leadership Forum Class 30</p>	<p>8:30 a.m. – 4:30 p.m. American Leadership Forum Class 30</p>

Week of December 14 – 18, 2015

Monday	Tuesday	Wednesday	Thursday	Friday
<p>9:00 – 10:00 a.m. Commissioner Briefing</p> <p>11:00 a.m. – 12:00 p.m. Commissioner Briefing</p> <p>3:00 – 5:00 p.m. Project Updates</p>	<p>8:30 – 9:30 a.m. Patrick/Staff 1:1</p> <p>9:30 – 10:30 a.m. Leadership Team Meeting</p> <p>10:30 a.m. – 12:00 p.m. Managers Work Group Meeting</p> <p>1:00 – 2:30 p.m. Equity Council Caucus w/ All Staff</p> <p>2:30 – 5:00 p.m. Equity Council Quarterly Planning Meeting</p> <p>6:00 – 8:00 p.m. Hacienda CDC / Portland Mercado Party</p>	<p>8:00 – 10:00 a.m. PDC Financial Sustainability Committee Meeting</p> <p>10:00 – 10:30 a.m. Project Updates</p> <p>10:30 – 11:30 a.m. Patrick/Staff 1:1</p> <p>11:30 a.m. – 2:30 p.m. Office Time</p> <p>2:30 – 3:00 p.m. Meeting w/ Camille Trummer Mayor's Office</p> <p>3:00 – 4:00 p.m. Commission Meeting</p> <p>5:00 – 6:00 p.m. Reception for Gale Castillo</p>	<p>9:00 – 9:30 a.m. Project Update</p> <p>9:30 – 10:30 a.m. Patrick/Staff 1:1</p> <p>10:30 – 11:30 a.m. Patrick/Staff 1:1</p> <p>12:00 – 12:55 p.m. Meeting w/ Steve Novick</p> <p>1:30 – 2:30 p.m. PDC/BPS Monthly Check-in</p> <p>3:00 – 4:30 p.m. Meeting w/ City Auditors</p>	<p>8:30 – 9:30 a.m. Patrick/Staff 1:1</p> <p>9:30 – 10:30 a.m. Meeting w/ Ian Galloway Portland Branch of the Federal Reserve Bank of San Francisco</p> <p>10:30 a.m. – 2:00 p.m. Office Time</p> <p>2:30 – 3:00 p.m. Meeting w/ Amanda Fritz</p>