

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 February 20 - 24, 2012

Monday	Tuesday	Wednesday	Thursday	Friday
Presidents Day	8:30 – 10:30 a.m. Leadership Team Meeting 10:30 – 11:00 a.m. RD Check In 11:30 – 12:00 p.m. Commissioner Briefing 1:30 – 2:30 p.m. Phone Call – Mike Green 3:00 – 3:30 p.m. Prep for Mayor Meeting 3:30 – 4:30 p.m. PDC/ Mayor Check In	8:00 – 11:00 a.m. Board of Commissioners Meeting 1:00 – 2:00 p.m. Sterling Bank 3:00 – 4:00 p.m. OSC Meeting 5:00 – 6:00 p.m. Meeting with Wim Wiewel PSU	8:00 – 9:00 a.m. Patrick/Staff 1:1 9:00 – 10:00 a.m. Mid Year Review 10:30 – 12:00 p.m. P&D Meeting 2:00 – 3:00 p.m. Peter Andrews and Team 4:00 – 5:00 p.m. RD Team Meeting 6:00 – 7:00 p.m. Milwaukie Light Rail	8:00 – 8:30 a.m. Private 9:00 – 10:00 a.m. Patrick/Staff 1:1 10:00 – 10:30 a.m. Prep for Speaking 11:00 – 12:00 p.m. Mid Year Review 1:00 – 2:00 p.m. PDC/Commissioner Leonard 2:00 – 3:00 p.m. Patrick/Staff 1:1 4:30 – 5:00 p.m. Phone Call – Traci Manning

Week of February 27 – March 2, 2012

Monday	Tuesday	Wednesday	Thursday	Friday
8:30 – 9:30 a.m. Urban Entrepreneurs 10:00 – 11:30 a.m. Managers Meeting 1:00 – 2:00 p.m. IT Strategy Session 2:00 – 3:00 p.m. Connector Project 3:00 – 5:00 p.m. Leadership Team Meeting	8:00 – 9:00 a.m. Patrick/Staff 1:1 9:00 -10:00 a.m. Kevin Waddell Meeting 10:00 – 11:00 a.m. RD Check In 11:30 – 12:30 p.m. PDC/Commissioner Fritz 2:00 – 3:00 p.m. PDC/Commissioner Saltzman 3:00 – 5:00 p.m. Prep for Capstone Event	7:30 – 11:30 a.m. Capstone Event 12:00 – 1:00 p.m. Diversity Luncheon 2:00 – 3:00 p.m. Patrick w/ Promise King 3:00 – 5:00 p.m. Clean Tech Advisory 5:30 – 8:30 p.m. Portland Roast Festival	8:30 – 10:00 a.m. All Staff Meeting 10:00 – 12:00 p.m. Patrick/Staff 1:1 11:30 – 1:00 p.m. Bureau Directors Lunch 2:00 – 2:30 p.m. Patrick/Staff 1:1 4:00 – 5:00 p.m. Patrick/Staff 1:1	8:00 – 9:00 a.m. Patrick/Staff 1:1 9:00 – 9:30 a.m. Patrick/Staff 1:1 9:30 – 10:00 a.m. Patrick/Staff 1:1 10:00 – 11:00 a.m. Patrick/Chair 1:1 11:30 – 1:30 p.m. Mayor Adam's State of the City 1:30 – 3:30 p.m. Employee Appreciation Day