

**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 February 18 – 22, 2013

Monday	Tuesday	Wednesday	Thursday	Friday
PDC Holiday	8:00 – 8:30 a.m. Project Update	9:00 – 9:30 a.m. Patrick/Staff 1:1	8:00 – 9:00 a.m. Meeting w/ Greg Goodman	8:00 – 9:00 a.m. Patrick/Staff 1:1
	8:30 – 9:30 a.m. Meeting w/ Beam Development	10:00 – 11:00 a.m. Interview	9:00 – 10:00 a.m. Meeting w/ Flemming Loftberg, Vestas	9:00 – 10:00 a.m. Meeting w/ Ed McNamara
	9:30 – 11:30 a.m. Leadership Team Meeting	11:00 a.m. – 12:00 p.m. Phone Call for Austin Summit Update	11:30 a.m. – 1:00 p.m. Bureau Directors Lunch	10:00 – 11:00 a.m. Patrick/Staff 1:1
	11:30 a.m. – 12:00 p.m. Patrick/Staff 1:1	1:30 – 2:30 p.m. Patrick/Staff 1:1	1:30 – 2:30 p.m. PDC & PBS Monthly Check-in	11:00 – 11:30 a.m. Patrick/Staff 1:1
	1:00 – 2:00 p.m. Executive Equity Committee Meeting	4:00 – 5:00 p.m. City Council Budget Work Session	3:30 – 4:30 p.m. Patrick/Staff 1:1	2:00 – 2:30 p.m. Patrick/Staff 1:1
	2:00 – 3:00 p.m. Meeting w/ Dan Saltzman		5:30 – 6:30 p.m. UFA & PFF 10 Year Anniversary Celebration	2:30 – 3:00 p.m. Patrick/Staff 1:1
	4:00 – 5:00 p.m. Meeting w/ Amanda Fritz		6:30 – 9:00 p.m. All Hands Raised Roast	3:00 – 5:00 p.m. Office Time

Week of February 25 – March 1, 2013

Monday	Tuesday	Wednesday	Thursday	Friday
8:00 – 10:00 a.m. Office Time	9:00 – 10:00 a.m. Project Update w/ Mayor	7:30 – 9:30 a.m. Speak at Columbia Corridor Association Breakfast	8:00 – 8:30 a.m. Meeting w/ Chair Andrews	8:00 – 9:00 a.m. Patrick/Staff 1:1
10:00 – 11:30 a.m. Managers' Work Group Meeting	10:15 – 11:00 a.m. Meeting w/ Steve Novick	10:00 – 10:30 a.m. Phone Call for Austin Summit Update	8:30 – 10:00 a.m. All Staff Meeting	9:00 – 10:00 a.m. Meeting w/ Ed McNamara
11:30 a.m. – 12:00 p.m. Project Update	1:30 – 3:00 p.m. Office Time	10:30 – 11:30 a.m. Patrick/Staff 1:1	10:00 – 10:30 a.m. Project Update	10:00 – 11:00 a.m. Project Update
1:30 – 2:30 p.m. Project Update	3:00 – 4:00 p.m. Budget Update	11:30 a.m. – 1:00 p.m. Office Time	10:30 a.m. – 12:30 p.m. Office Time	11:00 – 11:30 a.m. Patrick/Staff 1:1
2:30 – 4:30 p.m. Leadership Team Meeting	4:00 – 5:00 p.m. Project Update	1:00 – 1:30 p.m. Budget Update	2:00 – 3:00 p.m. Interview w/ Oregonian	11:30 a.m. – 2:00 p.m. Project Updates
	5:00 – 7:00 p.m. Connector Project	1:30 – 2:00 p.m. Patrick/Staff 1:1	3:00 – 3:30 p.m. Patrick/Staff 1:1	2:00 – 3:00 p.m. New Employee Project Orientation
		2:00 – 2:30 p.m. Conference Call w/ ADP	3:30 – 4:30 p.m. Patrick/Staff 1:1	4:00 – 5:00 p.m. Project Update w/ Mayor
		2:30 – 3:00 p.m.		5:15 – 6:15 p.m. Meeting w/ Peter Parisot

		<p>Patrick/Staff 1:1</p> <p>3:00 – 3:30 p.m. Patrick/Staff 1:1</p> <p>3:30 – 4:30 p.m. Meeting w/ PPV, Inc. and Jeff Seiler, Umpqua Bank</p>		<p>7:00 – 9:00 p.m. Snow Peak Grand Opening</p>
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