

**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 January 20 – 24, 2014

Monday	Tuesday	Wednesday	Thursday	Friday
PDC Holiday – office closed	8:00 – 9:00 a.m. Commissioner Briefing	8:00 – 9:00 a.m. Patrick/Staff 1:1	8:00 – 8:30 a.m. Patrick/Staff 1:1	8:00 – 9:30 a.m. Meeting w/ Carl Talton and Charles McGee
8:30 – 10:00 a.m. Skanner Foundation 28th Annual MLK Breakfast	9:00 – 10:00 a.m. Project Meeting w/ Portland State University	9:00 – 10:00 a.m. Meeting w/ Ed McNamara	8:30 – 9:00 a.m. Project Update	10:00 a.m. – 8:00 p.m. Portland Business Alliance Board Retreat
10:30 – 11:30 a.m. Project Meeting w/ Majestic Realty Co.	10:00 – 11:00 a.m. Commissioner Briefing	10:00 – 10:30 a.m. Commissioner Briefing	9:00 – 9:30 a.m. Patrick/Staff 1:1	
	11:00 a.m. – 12:00 p.m. Commissioner Briefing	10:30 – 11:30 a.m. Patrick/Staff 1:1	9:30 – 10:00 a.m. Patrick/Staff 1:1	
	12:15 – 1:30 p.m. Meeting w/ Rukaiyah Adams	11:30 a.m. – 12:30 p.m. Project Updates	11:30 a.m. – 12:00 p.m. Planning & Development Directors Meeting	
	2:00 – 2:30 p.m. Patrick/Staff 1:1	12:45 – 2:00 p.m. Meeting w/ Jordan Schnitzer, Harsch Investment	1:00 – 4:30 p.m. Commission Budget Work Session	
	2:30 – 4:30 p.m. Leadership Team Meeting	2:15 – 3:15 p.m. Meeting w/ Traci Manning		
		3:30 – 4:30 p.m. Project Update Meeting w/ Mayor		
		5:00 – 6:00 p.m. Smart City MOU Signing		
				Saturday
				8:00 a.m. – 12:30 p.m. Portland Business Alliance Board Retreat

Week of January 27 – 31, 2014

Monday	Tuesday	Wednesday	Thursday	Friday
7:30 – 9:00 a.m. Portland Community College President's Advisory Council	8:30 – 9:00 a.m. Project Update	7:30 – 9:30 a.m. Greater Portland Inc Board Meeting	8:30 – 10:00 a.m. All Staff Meeting	9:00 – 9:30 a.m. Project Update
11:00 a.m. – 12:00 p.m. Phone Call Interview w/ Oregon Business Magazine	9:00 – 10:00 a.m. PDC/BPS Monthly Check-in	10:00 – 11:00 a.m. Patrick/Staff 1:1	11:30 a.m. – 12:30 p.m. Meeting w/ Greater Portland Inc	10:00 – 10:30 a.m. Project Update w/ Mayor
1:00 – 2:00 p.m. Interview w/ The Oregonian	10:00 – 11:00 a.m. Project Update	11:00 – 11:30 a.m. Patrick/Staff 1:1	1:00 – 2:00 p.m. Patrick/Staff 1:1	11:00 a.m. – 12:00 p.m. Patrick/Staff 1:1
2:30 – 4:30 p.m. Leadership Team Meeting	11:00 – 11:30 a.m. Meeting w/ Fred Miller	11:30 a.m. – 12:00 p.m. Interview Finalist for Business Opportunities Position	2:00 – 3:00 p.m. Project Update	12:00 – 1:00 p.m. Patrick/Staff 1:1
	11:45 a.m. – 1:00 p.m. Meeting w/ Angela Jackson, AB Jackson Group LLC	1:00 – 2:00 p.m. Patrick/Staff 1:1	3:00 – 5:00 p.m. Office Time	1:30 – 2:00 p.m. Interview Finalist for Lending Manager Position
	1:30 – 2:00 p.m.	2:00 – 3:30 p.m.	5:30 – 8:30 p.m. Technology Association of Oregon	2:00 – 3:00 p.m.

	<p>Project Update</p> <p>2:00 – 3:00 p.m. Phone Call w/ Mike Green</p> <p>3:30 – 4:00 p.m. Project Meeting w/ Mayor, Greater Portland Inc and Market Street Services</p> <p>5:15 – 6:45 p.m. Meeting w/ Warren Jimenez</p>	<p>Managers Work Group Meeting</p> <p>3:30 – 5:00 p.m. Meeting w/ Ed McNamara</p> <p>5:00 – 6:00 p.m. Project Meeting</p>	<p>Member Launch Event</p>	<p>Meeting w/ Union Leadership</p> <p>3:00 – 4:00 p.m. Patrick/Staff 1:1</p> <p>4:00 – 5:00 p.m. Interview w/ The Oregonian</p>
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