

## 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 January 23 - 27, 2012

Monday	Tuesday	Wednesday	Thursday	Friday
8:00 – 8:30 a.m. Patrick/Staff 1:1	8:00 – 11:00 a.m. Board of Commissioners	9:00 – 10:00 a.m. Portland Plan Ec Dev Budget Meeting	8:30 – 10:00 a.m. All Staff Meeting	Vacation
9:30 – 10:30 a.m. Patrick w/ Don Krahrmer	12:00 – 1:00 p.m. PDC and Mayor Adams	10:30 – 11:30 a.m. Greenlight Greater Portland	10:30 – 11:30 a.m. P&D Meeting	
11:00 – 11:30 a.m. Greenlight Greater Portland	4:00 – 6:00 p.m. Blue Ribbon Task Force	12:00 – 1:00 p.m. Project External Meeting	12:30 – 1:00 p.m. Patrick/Staff 1:1	
1:00 – 1:30 p.m. Meeting with Union Leaders		2:00 – 3:00 p.m. Patrick/Staff 1:1	1:00 – 2:00 p.m. Leadership & Entrepreneurship High School	
1:30 – 2:00 p.m. East Portland Action Plan		3:00 – 3:30 p.m. Hispanic Chamber Speech Prep	2:00 – 2:30 p.m. RD Check In	
2:00 – 4:00 p.m. Leadership Team Meeting		4:00 – 5:00 p.m. Enterprise Cascadia	2:30 – 3:00 p.m. Patrick/Staff 1:1	
4:00 – 4:30 p.m. City Auditor Results		5:30 – 8:30 p.m. Welcoming Eastman Team	3:00 – 3:30 p.m. Patrick/Staff 1:1	
5:00 – 6:00 p.m. OSC Contingency Plan				

#### Week of January 30 – February 3, 2012

Monday	Tuesday	Wednesday	Thursday	Friday
10:00 – 11:30 a.m. Monthly Managers Meeting	11:30 a.m. – 1:30 p.m. Hispanic Chamber Speech	8:00 – 10:00 a.m. Audit Liaison Meeting	8:00 – 8:30 a.m. Patrick/Staff 1:1	7:30 – 9:30 a.m. Greater Portland Inc.
1:00 – 1:30 p.m. Mayor's Meeting	2:30 – 3:00 p.m. Corrective Action Report	10:00 – 10:30 a.m. Patrick/Staff 1:1	8:30 – 9:30 a.m. Patrick/Staff 1:1	10:00 – 11:00 a.m. Patrick – External Legal
1:30 – 2:30 p.m. Commissioner Fish	3:00 – 3:30 p.m. Patrick/Staff 1:1	11:00 – 11:30 a.m. Grocery Initiative	9:30 – 10:00 a.m. RD Check In	11:00 a.m. – 12:00 a.m. RD Team
2:30 – 4:30 p.m. Leadership Team Meeting	3:30 – 4:00 p.m. Oregonian	12:00 – 1:00 p.m. Panel – Urban Entrepreneur Network	10:00 – 10:30 a.m. Patrick/Staff 1:1	12:00 – 1:00 p.m. Patrick w/ External Guest
4:30 – 5:00 p.m. Patrick/Staff 1:1		2:00 – 3:00 p.m. Norris Biggs & Simpson	11:30 – 1:00 p.m. Bureau Directors Lunch	1:30 – 2:30 p.m. Patrick with Cogen's Office
		3:00 – 3:30 p.m. Patrick/Chair 1:1	3:00 – 3:30 p.m. Patrick/Staff 1:1	2:30 – 3:30 p.m. Patrick w/ Mayor
		4:00 – 5:00 p.m. Patrick/Peter Parisot 1:1	3:30 – 4:30 p.m. Portland Business Journal	4:30 – 5:00 p.m. Patrick/Staff 1:1