

**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 May 9 – 13, 2016

Monday	Tuesday	Wednesday	Thursday	Friday
8:30 – 9:00 a.m. Human Resources Meeting	7:30 – 8:20 a.m. PBA Board Meeting	10:30 – 11:30 a.m. Meeting w/ Ken Rust	9:00 – 9:45 a.m. Patrick/Staff 1:1	8:30 a.m. – 4:30 p.m. American Leadership Forum Class 30 Roseburg, OR
9:00 – 10:00 a.m. Commissioner Briefing	8:30 – 9:15 a.m. Patrick/Staff 1:1	2:00 – 3:15 p.m. Present PDC Proposed Budget at City Council	10:00 – 10:45 a.m. Meeting w/ Nancy Straw Ford Family Foundation	evening return to Portland
10:00 – 10:45 a.m. Commissioner Briefing	9:30 – 10:30 a.m. Leadership Team Meeting	3:30 – 5:00 p.m. Commission Meeting	11:00 a.m. – 12:00 p.m. Meeting w/ Nichole Maher Northwest Health Foundation	
11:00 a.m. – 12:00 p.m. Meeting w/ Mayor's office	10:30 – 11:30 a.m. Project Updates		12:15 – 1:00 p.m. Project Updates	
1:00 – 2:00 p.m. Project Updates	1:00 – 4:30 p.m. Office Time		2:00 – 6:00 p.m. travel to Roseburg, OR	
2:00 – 2:30 p.m. Human Resources Meeting	4:30 – 5:00 p.m. Patrick/Staff 1:1		6:00 – 8:30 p.m. American Leadership Forum Class 30	
2:30 – 3:30 p.m. Commissioner Briefing				
4:00 – 5:00 p.m. Project Updates				

Week of May 16 – 20, 2016

Monday	Tuesday	Wednesday	Thursday	Friday
8:00 – 10:00 a.m. PDC Financial Sustainability Committee Meeting	8:30 – 9:30 a.m. Patrick/Staff 1:1	8:30 – 10:00 a.m. Meeting w/ Jillian Detweiler	9:00 – 10:00 a.m. Patrick/Staff 1:1	10:00 – 10:15 a.m. Phone Call w/ Nick Fish
10:30 a.m. – 12:00 p.m. Project Update	9:30 – 11:30 a.m. Leadership Team Meeting	11:00 a.m. – 12:00 p.m. Approval of PDC Budget at City Council	10:00 – 11:00 a.m. Patrick/Staff 1:1	11:00 a.m. – 12:00 p.m. Meeting w/ Serena Cruz Walsh
12:25 – 1:55 p.m. PDC/Mayor Check-in	1:00 – 2:00 p.m. Human Resources Meeting	12:20 – 1:50 p.m. Neighborhood Economic Development Leadership Meeting	11:30 a.m. – 1:00 p.m. Bureau Directors Meeting	12:00 – 3:00 p.m. Office Time
2:10 – 3:00 p.m. Project Update	2:00 – 3:00 p.m. Meeting w/ PDC Union Leadership	2:00 – 3:00 p.m. Meeting w/ Andy Shaw Metro	1:30 – 2:30 p.m. Interview w/ the <i>Daily Journal of Commerce</i>	3:30 – 4:30 p.m. Meeting w/ Chair Kelly
3:00 – 4:00 p.m. Meeting w/ Roslyn Hill	3:00 – 5:00 p.m. Project Update	3:10 – 3:30 p.m. Human Resources Meeting	2:30 – 3:00 p.m. Human Resources Meeting	
4:00 – 4:30 p.m. Patrick/Staff 1:1		3:30 – 4:30 p.m. Patrick/Staff 1:1	3:00 – 4:30 p.m. Equity Council Monthly Meeting	
			5:00 – 7:30 p.m. PK80 Reception	

		<p>4:30 – 5:00 p.m. Patrick/Staff 1:1</p> <p>6:00 – 9:00 p.m. Celebrate Trade: Oregon International Business Awards & Consular Corps Scholarship Gala</p>		
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