

**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 November 24 – 28, 2014

Monday	Tuesday	Wednesday	Thursday	Friday
8:00 – 10:00 a.m. Office Time	8:30 – 10:00 a.m. Debrief on International & Domestic Travel/Conferences w/ Mayor	8:30 – 10:00 a.m. Meeting w/ Jillian Detweiler	PDC Holiday	PDC Holiday
10:00 – 11:00 a.m. Patrick/Staff 1:1	11:00 a.m. – 12:00 p.m. Meeting w/ Tonia McConnell	10:00 – 11:00 a.m. Patrick/Staff 1:1		
11:00 a.m. – 12:00 p.m. Leadership Team Meeting	1:30 – 2:30 p.m. Patrick/Staff 1:1	11:45 a.m. – 12:15 p.m. Private Appointment		
12:00 – 2:00 p.m. Office Time	2:30 – 3:00 p.m. Patrick/Staff 1:1	1:30 – 2:30 p.m. Patrick/Staff 1:1		
2:00 – 3:00 p.m. Leadership Team Meeting	3:30 – 4:00 p.m. Meeting w/ Deborah Kafoury	2:30 – 5:30 p.m. Office Time		
3:00 – 4:30 p.m. Strategic Plan Framework Discussion w/ All Staff				

Week of December 1 – 6, 2014

Monday	Tuesday	Wednesday	Thursday	Friday
8:30 – 9:30 a.m. Meeting w/ Gregg Kantor, NW Natural	8:30 a.m. – 1:00 p.m. Office Time	8:00 – 8:30 a.m. Patrick/Staff 1:1	7:45 a.m. – 1:00 p.m. Bureau Directors Work Session	9:00 – 10:00 a.m. Patrick/Staff 1:1
10:00 – 11:00 a.m. Leadership Team Meeting	1:30 – 2:30 p.m. Meeting w/ Nick Fish	8:30 – 10:00 a.m. Meeting w/ Jillian Detweiler	2:00 – 3:00 p.m. Meeting w/ John Cabeca, U.S. Patent & Trademark Office	10:00 – 11:00 a.m. Interview w/ CityLab
11:00 a.m. – 1:30 p.m. Office Time	2:30 – 3:00 p.m. Meeting w/ Amanda Fritz	11:30 a.m. – 12:30 p.m. Meeting w/ Carmen Rubio, Latino Network	3:00 – 4:00 p.m. Patrick/Staff 1:1	11:30 a.m. – 1:30 p.m. OHSU Lunch Reception
1:30 – 2:30 p.m. Meeting w/ Chair Kelly	3:30 – 5:30 p.m. Office Time	1:30 – 2:30 p.m. Patrick/Staff 1:1	4:00 – 5:00 p.m. Patrick/Staff 1:1	2:30 – 3:00 p.m. Meeting w/ Steve Novick
3:00 – 4:00 p.m. PDC/Mayor Check-in		2:30 – 3:00 p.m. Patrick/Staff 1:1	5:30 – 6:30 p.m. Portland Seed Fund Deal Salon	3:30 – 5:30 p.m. Office Time
4:30 – 5:00 p.m. Project Update		3:30 – 5:30 p.m. URAAAC Testimony City Council		
		6:00 – 9:00 p.m. A&O Annual Event		Saturday
				6:30 – 9:00 p.m. MergerTech Holiday Reception