

**PROSPER PORTLAND
Executive Director Calendar**

These weekly calendars represent Executive Director Kimberly Branam's regular schedule of meetings plus any additional special meetings. The Director is often double-booked and her calendar may change on short notice.

Week of April 2 – April 6, 2018

Monday	Tuesday	Wednesday	Thursday	Friday
<p>8:00 AM – 3:00 PM Internal Staff Meetings</p> <p>3:30 PM – 4:30 PM Meeting w/ Mayor's Office & Zidell</p>	<p>8:00 AM – 11:00 AM Office and Internal Staff Meetings</p> <p>11:30 PM – 12:00 PM Monthly Check-In w/ Commissioner Fish</p> <p>12:00 PM – 1:00 PM WE Persist Awards at Portland City Hall</p> <p>1:00 PM – 2:00 PM City of Portland Executive Equity Committee Meeting</p> <p>2:30 PM – 3:00 PM Internal Staff Meeting</p> <p>3:00 PM – 4:00 PM Meeting w/ Dr. Holt</p> <p>4:00 PM – 4:30 PM Internal Staff Meeting</p>	<p>8:00 AM – 12:00 PM Office and Internal Staff Meetings</p> <p>2:00 PM – 4:30 PM Hill Block Project Working Group</p>	<p>7:30 AM – 9:00 AM Portland Opportunity Industrialization Center & Rosemary Anderson High School Workforce Breakfast</p> <p>9:30 AM – 10:30 AM Desk Time</p> <p>11:00 AM – 1:30 PM Women of Influence Awards</p> <p>2:00 PM – 2:30 PM Telephone Meeting w/ Zidell</p> <p>2:45 PM – 3:00 PM Telephone Call w/ Marshal Runkel Monthly Check-In</p> <p>3:00 PM – 5:00 PM Desk Time</p>	<p>8:00 AM – 8:45 AM Desk Time</p> <p>9:00 AM – 10:00 AM Mayor's Office/Prosper Portland Leadership Weekly Check-In</p> <p>10:30 AM – 12:00 AM Internal Staff Meeting</p> <p>1:00 PM – 3:30 PM Internal Staff Meetings</p> <p>3:30 PM – 5:00 PM Broadway Corridor Executive Committee Meeting</p>

Week April 9 – April 13, 2018

Monday	Tuesday	Wednesday	Thursday	Friday
<p>8:00 AM – 9:00 AM Desk Time</p> <p>9:00 AM – 10:00 AM Commissioner Briefing w/ Chair Cruz & Commissioner Gambetti</p> <p>10:00 AM – 11:00 AM Commissioner Briefing w/ Commissioners Platt & Myers</p> <p>11:00 AM – 12:30 PM Desk Time</p> <p>12:30 PM – 1:00 PM Commissioner Briefing w/ Commissioner Moreland-Capuia</p> <p>1:00 PM – 3:00 PM Office and Internal Staff Meetings</p> <p>3:30 PM – 5:00 PM Meeting w/ Mayor's Office & Zidell</p> <p>6:00 PM – 8:00 PM East Portland Action Plan Housing Subcommittee</p>	<p>7:30 AM – 8:30 AM Portland Business Alliance Board Meeting</p> <p>9:00 AM – 10:30 AM Oregon Harbor of Hope Announcement</p> <p>11:00 AM – 12:00 PM Internal Staff Meeting</p> <p>1:00 PM – 2:00 PM Monthly Check-In w/Commissioner Fritz</p> <p>2:00 PM – 3:00 PM Monthly Check-In w/Commissioner Eudaly</p>	<p>8:00 AM – 9:30 AM City Leaders Fair Housing Breakfast</p> <p>10:00 AM – 3:00 PM Office and Internal Staff Meetings</p> <p>3:00 PM – 5:00 PM Prosper Portland Board of Commissioners Meeting</p>	<p>9:30 AM – 11:30 AM Mayor's State of the City Address</p> <p>12:00 PM – 3:00 PM Office and Internal Staff Meetings</p> <p>3:00 PM – 3:30 PM Meeting w/ Kevin Neely</p> <p>3:30 PM – 4:00 PM Meeting w/ Jose Gonzalez</p> <p>4:00 PM – 4:30 PM Meeting w/ Ernesto Fonseca</p> <p>4:30 PM – 5:00 PM Internal Staff Meeting</p> <p>6:00 PM – 8:00 PM Honoree: Allen Temple CME Church Restoration</p>	<p>7:30 AM – 8:30 AM Workforce Development Board Meeting</p> <p>9:00 AM – 10:00 AM Mayor's Office/Prosper Portland Leadership Weekly Check-In</p> <p>10:30 AM – 11:30 AM Internal Staff Meetings</p> <p>12:00 PM – 1:30 AM Mayor's State of the City Conversation</p> <p>2:00 PM – 3:00 PM Internal Staff Meetings</p> <p>3:30 PM – 4:30 PM Telephone Meeting w/ Biz Oregon</p> <p>4:30 PM – 5:00 PM Desk Time</p>