

**Portland Development Commission (PDC)  
Executive Director Calendar**

These weekly calendars represent Interim 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 February 27 – March 3, 2017**

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<p>8:00 AM – 3:00 PM Office and Internal Staff Meetings</p> <p>3:00 PM – 3:15 PM Telephone meeting w/ Craig Boretz</p> <p>3:15 PM – 4:30 PM Office and Internal Staff Meetings</p> <p>4:30 PM – 5:15 PM Telephone meeting w/ Kathleen Holt</p>	<p>8:00 AM – 9:00 AM Meeting w/ Commissioner Eudaly</p> <p>9:30 AM – 1:00 PM Office and Internal Staff Meetings</p> <p>1:00 PM – 1:30 PM Telephone meeting w/ Greater Portland 2020 Executive Committee</p> <p>1:30 PM – 2:30 PM Office and Internal Staff Meetings</p> <p>2:30 PM – 3:00 PM Telephone meeting w/ Tom Rinehart</p> <p>3:00 PM – 4:00 PM PDC &amp; Bureau of Planning &amp; Sustainability Monthly Check-In</p> <p>4:00 PM – 5:30 PM Office and Internal Staff Meetings</p>	<p>9:00 AM – 11:00 AM Office and Internal Staff Meetings</p> <p>11:30 AM – 12:30 PM Meeting with Mr. Lee Po Cha</p> <p>1:00 PM – 5:00 PM Internal Staff Meeting</p>	<p>7:30 AM – 9:30 AM Workforce Development Board Meeting</p> <p>9:45 AM – 10:15 AM Desk Time</p> <p>10:15 AM – 11:00 AM Meeting w/ Connie Ashbrook</p> <p>11:30 AM – 1:00 PM Meeting with City of Portland Bureau Directors</p> <p>2:00 PM – 4:00 PM Office and Internal Staff Meetings</p> <p>4:00 PM – 4:30 PM Meeting with Representatives from VOZ</p> <p>4:30 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/PDC Leadership Weekly Check-In</p> <p>10:00 AM – 10:50 AM Monthly Meeting with Mayor Wheeler &amp; PDC</p> <p>11:30 AM – 4:45 PM Office and Internal Staff Meetings</p> <p>4:45 PM – 5:15 PM Telephone meeting w/ the Willamette Week</p>

**Week of March 6 – March 10, 2017**

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<p>8:00 AM – 9:00 AM Desk Time</p> <p>9:00 AM – 10:00 AM Commissioner Briefings w/ Chair Kelly &amp; Commissioner Cruz</p> <p>10:00 AM – 10:30 AM Commissioner Briefing w/ Commissioner Edlen</p> <p>10:30 AM – 11:00 AM Meeting w/ Broadway Corridor Owner's Representative Team</p> <p>11:00 AM – 12:00 PM Mtg. w/ Robin Wang &amp; Commissioner Edlen</p> <p>12:00 PM – 1:00 PM Commissioners Briefings: Commissioners Myers &amp; Dr. Moreland-Capuia</p> <p>1:00 PM – 4:00 PM Internal Staff Meetings</p> <p>4:00 PM – 4:45 PM Meeting w/ Oregon Native American Chamber Board</p>	<p>8:30 AM – 11:15 AM Personnel Interviews</p> <p>12:00 PM – 1:00 PM Internal Staff Meeting</p> <p>1:00 PM – 5:00 PM Personnel Interviews</p>	<p>8:00 AM – 8:45 AM Personnel Interview</p> <p>8:45 AM – 9:00 AM Telephone meeting w/ Paul Lumley</p> <p>9:00 AM – 10:45 AM Personnel Interview</p> <p>11:30 AM – 12:30 PM Internal Staff Meetings</p> <p>2:00 PM – 2:30 PM Telephone meeting w/ Sandy McDonough</p> <p>2:00 PM – 3:00 PM Desk Time</p> <p>3:00 PM – 5:00 PM PDC Board of Commissioners Meeting</p> <p>6:00 PM – 8:00 PM XXcelerate Funds and Friends Raiser</p>	<p>8:00 AM – 8:45 AM Desk Time</p> <p>8:45 AM – 9:25 AM Kimberly mtg. w/ Stacey Edwards</p> <p>9:25 AM – 10:00 AM Desk Time</p> <p>10:30 AM – 12:00 PM City of Portland Bureau Directors Meeting</p> <p>1:00 PM – 2:15 PM Internal Staff Meetings</p> <p>2:15 PM – 3:00 PM Interview w/ Daily Journal of Commerce</p> <p>3:30 PM – 4:30 PM Tour of Inn at the Convention Center</p>	<p>8:00 AM – 9:00 AM Desk Time</p> <p>9:00 AM – 10:00 AM Mayor's Office/PDC Leadership Weekly Check-In</p> <p>10:00 AM – 10:30 AM Meeting w/ Commissioner Fritz</p> <p>10:30 AM – 11:00 AM Desk Time</p> <p>11:00 AM – 11:30 AM Meeting w/ Tom Rinehart</p> <p>12:00 PM – 1:15 PM City Club Luncheon</p> <p>1:30 PM – 3:00 PM Office and Internal Staff Meetings</p> <p>3:00 PM – 3:45 PM Meeting w/ Ted Lambert</p> <p>4:00 PM – 5:00 PM Office and Internal Staff Meetings</p>