

**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 June 11 - 15, 2018**

<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 Briefing w/ Chair Cruz &amp; Commissioner Myers</p> <p>10:00 AM – 11:00 AM Commissioner Briefing w/ Commissioner Platt</p> <p>11:00 AM – 5:00 PM Office and Internal Staff Meetings</p> <p>6:00 PM – 8:00 PM Panelist: PGE Board of Directors</p>	<p>Out Ill</p>	<p>8:30 AM – 9:30 AM Meeting w/ Doug Kelsey, Steve Witter &amp; Dave Unsworth</p> <p>9:30 AM – 11:30 AM Desk Time</p> <p>1:15 PM – 2:00 PM Desk Time</p> <p>2:00 PM – 2:30 PM Telephone Call w/ Mark Falcone</p> <p>2:45 PM – 5:30 PM Prosper Portland Board of Commissioners Meeting</p>	<p>8:00 AM – 9:00 AM Personnel Interview</p> <p>9:00 AM – 10:15 AM Internal Staff Meetings</p> <p>10:30 AM – 12:00 PM Planning &amp; Development Directors Meeting</p> <p>1:00 PM – 2:30 PM Internal Staff Meetings</p> <p>2:30 PM – 3:30 PM Meeting w/ Marshall Runkel</p> <p>3:30 PM – 4:00 PM Meeting w/ Annette Mattson</p> <p>4:00 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 – 11:30 AM Desk Time</p> <p>11:30 AM – 12:00 PM Telephone Call w/ Tri-Met Communications &amp; Marketing</p> <p>12:00 PM – 4:00 PM Office and Internal Staff Meetings</p>

**Week June 18 - 22, 2018**

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<p>8:00 AM – 11:00 AM Office and Internal Staff Meetings</p> <p>11:00 AM – 12:30 PM Meeting w/ Zidell &amp; City Partners</p> <p>12:30 PM – 5:00 PM Office and Internal Staff Meetings</p>	<p>8:00 AM – 8:45 AM Portland Housing Bureau &amp; Joint Office of Homeless Services Check-In</p> <p>9:00 AM – 9:30 AM Desk Time</p> <p>9:30 AM – 10:30 AM Meeting w/ Stephen Green</p> <p>10:45 AM – 1:00 PM Office and Internal Staff Meetings</p> <p>1:00 PM – 2:00 PM Personnel Interview</p> <p>2:00 PM – 3:30 PM Internal Staff Meeting</p> <p>4:00 PM – 5:30 PM Speaker: Open House@Constructing Hope</p>	<p>8:00 AM – 11:00 AM Working from Home</p> <p>11:30 AM – 12:00 PM Office of Management &amp; Finance/Prosper Portland Quarterly Check-In</p> <p>12:35 PM – 1:15 PM Internal Staff Meeting</p> <p>1:00 PM – 2:00 PM Bureau of Planning &amp; Sustainability/Prosper Portland Monthly Check-In</p> <p>2:00 PM – 5:00 PM Internal Staff Meetings</p>	<p>8:00 AM – 8:30 AM Internal Staff Meeting</p> <p>9:00 AM – 5:00 PM Racial Equity Training</p> <p>6:00 PM – 9:00 PM Welcome: New PBA President- Andrew Hoan</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 PM Internal Staff Meetings</p> <p>12:00 PM – 1:00 AM Lunch w/ Andrew Colas</p> <p>1:00 PM – 4:00 PM Internal Staff Meetings</p>