

**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 October 16 – October 20, 2017**

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<p>8:00 AM – 11:30 AM Office and Internal Staff Meetings</p> <p>11:30 AM – 12:00 PM Monthly Check-In w/ Tom Rinehart</p> <p>12:30 PM – 5:00 PM Office and Internal Staff Meetings</p>	<p>9:15 AM – 10:15 AM MODERATOR: GoGreen Conference</p> <p>11:00 AM – 2:30 PM Internal Staff Meetings</p> <p>2:30 PM – 3:00 PM Telephone Meeting w/ Chair Cruz</p> <p>3:00 PM – 4:00 PM Prosper Portland /Portland Housing Bureau Monthly Check-in</p> <p>4:00 PM – 4:45 PM Quarterly Check-In with Commissioner Eudaly</p>	<p>Out Sick</p>	<p>8:00 AM – 11:30 AM Internal Staff Meetings</p> <p>2:00 PM – 4:00 PM Internal Staff Meeting</p> <p>4:00 PM – 4:15 PM Telephone meeting w/ Nancy Bennett</p> <p>4:00 PM – 5:00 PM Internal Staff Meeting</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>10:00 AM – 10:30 AM Monthly Check-In w/ Commissioner Fritz</p> <p>11:00 AM – 12:00 PM Prosper Portland/Bureau of Planning &amp; Sustainability Monthly Check-In</p> <p>1:00 PM – 1:30 PM Telephone Meeting w/ Commissioner Gambetti</p> <p>1:30 PM – 5:00 PM Office and Internal Staff Meetings</p>

**Week of October 23 – October 27, 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 Briefing w/ Chair Cruz &amp; Commissioners Myers</p> <p>10:00 AM – 11:00 AM Commissioner Briefing w/ Commissioner Gambetti</p> <p>11:00 AM – 12:00 PM Internal Staff Meeting</p> <p>12:00 PM – 1:00 PM Commissioner Briefing w/ Commissioners Moreland-Capuia &amp; Platt</p> <p>1:00 PM – 5:00 PM Office and Internal Staff Meetings</p>	<p>8:00 AM – 8:30 AM Desk Time</p> <p>8:30 AM – 9:00 AM Telephone meeting w/ Lisa James</p> <p>9:00 AM – 12:00 PM Internal Staff Meetings</p> <p>12:00 PM – 1:30 PM Meeting w/ Chair Cruz, Moss Adams &amp; City of Portland Auditor's Office</p> <p>1:30 PM – 2:00 PM Internal Staff Meeting</p> <p>2:00 PM – 5:00 PM Broadway Corridor Steering Committee / Subcommittee Meeting</p>	<p>7:30 AM – 9:30 AM Greater Portland Inc Board Meeting</p> <p>10:00 AM – 10:30 AM Desk Time</p> <p>11:00 AM – 12:30 PM Panelist: International Society of City and Regional Planners</p> <p>1:00 PM -3:00 PM Office and Internal Staff Meetings</p> <p>3:00 PM – 5:00 PM Prosper Portland Board of Commissioners Meeting</p>	<p>8:00 AM – 11:00 AM Internal Staff Meetings</p> <p>11:00 AM – 11:30 AM Telephone Meeting w/ Tom Imeson</p> <p>11:30 AM – 4:00 PM Office and Internal Staff Meetings</p> <p>4:00 PM – 5:00 PM Check-in w/ Chair Cruz</p> <p>5:30 PM – 8:30 PM Blazer Game w/ Latino Network</p>	<p>8:00 AM – 8:30 AM Meeting w/ Ryan Sullivan</p> <p>9:00 AM – 10:00 AM Mayor's Office/Prosper Portland Leadership Weekly Check-In</p> <p>10:00 AM – 11:30 AM Desk Time</p> <p>11:45 AM – 12:45 PM Lunch w/ Zari Santner</p> <p>1:00 PM – 2:00 PM Monthly Meeting w/ Prosper Portland &amp; Office of Management &amp; Finance</p> <p>2:30 PM – 3:00 PM Internal Staff Meeting</p> <p>3:00 PM – 3:30 PM Telephone meeting w/ Kevin Kasowski</p> <p>3:30 PM – 4:00 PM Internal Staff Meeting</p> <p>4:00 PM – 4:30 PM Telephone Meeting w/ Tom Rinehart</p>