

**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 August 1 – August 3, 2018

| Monday | Tuesday | Wednesday | Thursday | Friday |
|--------|---------|-----------|----------|----------|
| | | Vacation | Vacation | Vacation |

Week August 6 – August 10, 2018

| Monday | Tuesday | Wednesday | Thursday | Friday |
|--|---|---|--|---|
| <p>9:00 AM – 10:00 AM Quarterly Check-In w/ Bureau of Development Services</p> <p>10:00 AM – 11:00 AM Meeting w/ Chris Warner</p> <p>11:00 AM – 11:00 PM Internal Staff Meeting</p> <p>2:00 PM – 2:15 PM Telephone Call w/ Tom Rinehart</p> <p>2:15 PM – 5:00 PM Desk Time</p> | <p>8:00 AM – 5:00 PM Office and Internal Staff Meetings</p> | <p>8:00 AM – 9:00 AM Desk Time</p> <p>9:00 AM – 10:00 AM Internal Staff Meeting</p> <p>10:00 AM – 11:00 AM Meeting w/ Marshall Runkel</p> <p>12:00 PM – 1:30 PM SPEAK-Asian Health & Science Center Grand Opening Ceremony</p> <p>2:00 PM – 3:00 PM Meeting w/ Governor Brown's Office, Oregon Department of Transportation & BEAM Development</p> <p>3:15 PM – 5:00 PM Internal Staff Meetings</p> | <p>8:00 AM – 9:00 AM Desk Time</p> <p>9:00 AM – 9:45 AM Meeting w/ Amy Ruiz</p> <p>10:30 AM – 11:30 AM Meeting w/ Kia Selley</p> <p>11:30 AM – 1:00 PM Bureau Directors Meeting</p> <p>4:30 PM – 6:30 PM Internal Staff Event</p> <p>7:00 PM – 9:00 PM Attend: Ann Hamilton Art Installation</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>11:30 AM – 12:00 PM Meeting w/ Greg Nelson</p> <p>12:15 PM – 12:30 PM Telephone Call w/ Mark Mitsui</p> <p>12:30 PM – 2:00 PM Desk Time</p> <p>2:00 PM – 2:30 PM Telephone Call w/ Mark Rosenbaum</p> <p>2:30 PM – 3:00 PM Desk Time</p> <p>3:00 PM – 3:30 PM Telephone Call w/ Tom Rinehart</p> |