

**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 July 16-20, 2018

Monday	Tuesday	Wednesday	Thursday	Friday/Saturday
<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/ Commissioner Myers & Platt</p> <p>11:00 AM – 12:30 PM Internal Staff Meetings</p> <p>12:30 PM – 1:00 PM Commissioner Briefing w/ Commissioner Moreland-Capua</p> <p>1:00 PM – 2:00 PM Monthly Check-In w/ Commissioner Saltzman</p> <p>3:00 PM -3:30 PM Telephone Meeting w/ Enhabit</p> <p>3:30 PM – 5:00 PM Working from Home</p>	<p>8:30 AM – 2:30 PM Internal Staff Retreat</p> <p>3:00 PM – 4:00 PM Monthly Check-In w/ Portland Housing Bureau</p> <p>4:00 PM – 5:30 PM Internal Staff Meetings</p> <p>7:00 PM – 8:00 PM Speak: 102nd & Pacific Meeting</p>	<p>8:00 AM – 10:00 AM Internal Staff Meetings</p> <p>10:00 AM – 11:00 AM Meeting w/ Healthy Communities Coalition</p> <p>11:00 AM – 11:30 PM Internal Staff Meeting</p> <p>11:30 PM – 12:30 PM Lunch w/ Tom Kelly</p> <p>1:00 PM -3:00 PM Office and Internal Staff Meetings</p> <p>3:00 PM – 5:30 PM Prosper Portland Board of Commissioners Meeting</p>	<p>8:00 AM – 12:00 PM Internal Staff Meetings</p> <p>2:00 PM – 4:30 PM TechTown CEO Roundtable</p> <p>4:30 PM – 5:30 PM Desk Time</p> <p>6:00 PM – 8:00 PM North/Northeast Oversight Committee</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 – 11:00 AM Meeting w/ Office of Government Relations</p> <p>11:30 AM – 12:00 PM Internal Staff Meeting</p> <p>2:30 PM – 3:30 PM Internal Staff Meetings</p> <p align="center">----- Saturday 5:00 PM – 9:00 PM Technology Association of Oregon Event</p>

Week July 23-27, 2018

Monday	Tuesday	Wednesday	Thursday	Friday
<p>9:00 AM – 10:00 AM Internal Staff Meeting</p> <p>01:00 AM – 11:00 PM Meeting w/ Office of Management & Finance & Work Systems Inc.</p> <p>11:00 AM – 4:00 PM Office and Internal Staff Meetings</p>	<p>8:00 AM – 8:30 AM Telephone Call w/ Jennifer Cooperman</p> <p>9:30 AM – 11:30 AM Internal Staff Meetings</p> <p>11:30 AM – 11:45 AM Telephone Call w/ Brad Malsin</p> <p>12:00 PM – 1:00 PM Internal Staff Meeting</p> <p>1:00 PM – 2:00 PM Meeting w/ Mark Falcone</p> <p>2:00 PM – 5:00 PM Broadway Corridor Steering Committee</p> <p>5:00 PM – 5:30 PM Telephone Call w/ Carmen Merlo</p>	<p>7:30 AM – 9:30 AM Greater Portland Inc. Board Meeting</p> <p>9:30 AM – 11:30 AM Greater Portland Inc. Task Force Meeting</p> <p>12:00 PM – 3:00 PM Office and Internal Staff Meeting</p> <p>3:00 PM – 3:30 PM Meeting w/ David Yaden</p> <p>3:45 PM – 4:00 PM Telephone Call w/ Randy Gragg</p> <p>4:00 PM – 5:00 PM Internal Staff Meetings</p> <p>5:30 PM – 7:30 PM Broadway Corridor Open House</p>	<p>8:30 AM – 9:00 AM Monthly Meeting w/ Bureau of Planning & Sustainability</p> <p>9:00 AM – 11:00 AM Internal Staff Meetings</p> <p>11:00 AM – 11:30 AM Meeting w/ Andrea Durbin</p> <p>11:30 AM – 12:00 PM Internal Staff Meeting</p> <p>12:00 PM - 12:45 PM Meeting w/ Michael Harrison</p> <p>1:00 PM – 1:30 PM Meeting w/ Kia Selley</p> <p>1:30 PM – 5:00 PM Internal Staff Meeting</p> <p>5:00 PM – 6:00PM Sandra McDonough Retirement Party</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>

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