

**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 1 – October 5, 2018**

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<p>8:00 AM – 2:30 PM Office &amp; Internal Staff Meetings</p> <p>3:00 PM – 4:00 PM Meeting w/ Portland Parks &amp; Recreation</p> <p>6:00 PM – 9:00 PM Attend: Pitch Black</p>	<p>8:30 AM – 9:00 AM Internal Staff Meeting</p> <p>9:30 AM – 11:30 AM City Council Work Session</p> <p>12:00 PM – 1:00 PM Internal Staff Meeting</p> <p>1:00 PM – 2:00 PM Executive Equity Committee Quarterly Meeting</p> <p>2:30 PM – 5:00 PM Office &amp; Internal Staff Meetings</p>	<p>8:30 AM – 9:00 AM Weekly Check-In w/ Mayor Ted Wheeler</p> <p>9:30 AM – 11:30 AM Internal Staff Meetings</p> <p>11:30 AM – 12:30 PM Meeting w/ Hays Witt &amp; Vivian Satterfield</p> <p>1:00 PM – 2:30 PM Meeting w/ Various Bureau Directors &amp; Mayor’s Office</p> <p>2:30 PM – 3:30 PM Meeting w/ Chair Cruz</p> <p>3:30 PM – 4:30 PM Meeting w/ Tom Rinehart &amp; Joe Zehnder</p> <p>4:30 PM – 5:30 PM Desk Time</p>	<p>9:00 AM – 10:30 AM Bureau Directors Meeting</p> <p>10:30 AM – 11:30 AM Monthly Check-In w/ Chair Cruz</p> <p>11:30 AM – 1:00 PM Attend: Center for Women's Leadership 12th Annual Power Lunch</p> <p>1:00 PM – 1:45 PM Internal Staff Meeting</p> <p>2:00 PM – 3:30 PM Portland City Council</p> <p>4:00 PM – 5:00 PM Desk Time</p>	<p>9:00 AM – 10:00 AM Mayor’s Office Weekly Check-In</p> <p>9:30 AM – 10:30 AM Meeting w/ Mayor Ted Wheeler</p> <p>10:30 AM – 11:00 AM Internal Staff Meeting</p> <p>11:30 AM – 12:30 PM Lunch Meeting w/ Commissioner Myers</p> <p>1:00 PM – 1:30 PM Check-In w/ Shannon Callahan &amp; Kyle Chisek</p> <p>1:30 PM – 2:00 PM Monthly Check-In w/ Commissioner Fish</p> <p>2:30 PM – 4:00 PM Internal Staff Meetings</p> <p>4:00 PM – 4:30 PM Telephone Meeting w/ Joe McFerrin II</p> <p>4:30 PM – 5:00 PM Telephone Meeting w/ Dawn Uchiyama</p> <p>5:30 PM – 8:30 PM Attend: OEC Dinner</p>

**Week October 8 – October 12, 2018**

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<p>8:00 AM – 8:30 AM Bias Awareness Training</p> <p>8:30 AM – 9:30 AM Participate: Interviews - Portland Housing Bureau (PHB)</p> <p>9:45 AM – 10:15 AM Board of Commissioner Briefing: Gambetti</p> <p>10:15 AM – 10:45 AM Board of Commissioner Briefing: Chair Cruz</p> <p>10:45 AM – 11:15 AM Board of Commissioner Briefing: Myers</p> <p>11:15 AM – 11:45 AM Board of Commissioner Briefing: Platt</p> <p>1:30 PM – 2:30 PM Participate: Interviews- PHB</p> <p>2:30 PM – 3:00 PM Telephone Meeting w/ Mark Falcone</p> <p>4:00 PM – 5:00 PM Participate: Interviews - PHB</p>	<p>7:30 AM – 9:00 AM Portland Business Alliance Board Meeting</p> <p>9:30 AM – 12:00 PM Internal Staff Meetings</p> <p>12:10 PM – 1:00 PM Lunch Meeting w/ Roger Gonzalez</p> <p>1:00 PM – 1:30 PM Internal Staff Meeting</p> <p>2:00 PM – 3:00 PM Quarterly Check-In w/ Commissioner Eudaly</p> <p>3:30 PM – 4:30 PM Broadway Corridor Executive Committee</p> <p>4:30 PM – 5:00 PM Desk Time</p>	<p>8:30 AM – 9:00 AM Meeting w/ Mayor Wheeler</p> <p>9:30 AM – 3:00 PM Office &amp; Internal Staff Meetings</p> <p>3:00 PM – 5:00 PM Prosper Portland Board of Commissioners Meeting</p>	<p>8:00 AM – 10:30 AM Office &amp; Internal Staff Meetings</p> <p>10:30 AM – 12:00 PM Planning &amp; Development Directors Meeting</p> <p>1:00 PM – 3:30 PM Internal Staff Meetings</p> <p>3:30 PM – 5:00 PM Personnel Interviews</p>	<p>Vacation</p>