

**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 September 2 – September 6, 2019**

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
Holiday	<p>8:30 AM – 12:00 PM Equity Training</p> <p>11:45 AM – 12:00 PM Telephone Call w/ Commissioner Fish</p> <p>12:00 PM – 1:00 PM Lunch Meeting w/ Shannon Callahan &amp; Suk Rhee</p> <p>1:15 PM – 2:00 PM Telephone Call w/ Tom Rinehart</p> <p>1:30 PM – 3:30 PM Healthy Communities Coalition Negotiations</p> <p>3:30 PM – 4:30 PM Internal Staff Meetings</p> <p>4:30 PM – 5:00 PM Monthly Check-In w/ Chair Cruz</p>	<p>8:30 AM – 9:00 AM Weekly Meeting w/ Mayor Wheeler &amp; Tom Rinehart</p> <p>9:15 AM – 11:45 AM Attend: Portland City Council</p> <p>12:00 PM – 1:30 PM Internal Staff Meetings</p> <p>1:30 PM – 2:00 PM Prep Telephone Call - Bisnow</p> <p>2:00 PM – 4:00 PM Meeting w/ Continuum</p> <p>4:00 PM – 5:30 PM Attend: Multicultural Chamber Meet &amp; Greet</p>	<p>9:00 AM – 10:30 AM Meeting w/ City Bureaus &amp; Metro</p> <p>9:30 AM – 10:00 AM Meeting w/ Mayor's Office</p> <p>10:30 AM – 11:00 AM Meeting w/ Shannon Callahan</p> <p>11:00 AM – 11:30 AM Meeting w/ Mayor's Office</p> <p>11:30 AM – 1:00 PM Monthly Meeting w/ Bureau Directors</p> <p>1:00 PM – 1:30 PM Monthly Check-In w/ Commissioner Fish</p> <p>2:00 PM – 2:30 PM Call Emerald Bogue</p> <p>2:30 PM – 4:00 PM Internal Staff Meetings</p> <p>4:00 PM – 5:00 PM Meeting w/ Portland Housing Bureau</p>	<p>9:00 AM – 1:30 P.M. Mayor's Office/Prosper Portland Leadership Weekly Check-In</p> <p>1:30 PM – 2:00 PM Bi-Monthly Check-In w/ Cupid Alexander</p> <p>2:00 PM – 3:30 PM Desk Time</p> <p>3:30 PM – 5:00 PM Meeting w/ Portland Bureaus of Transportation, Planning &amp; Sustainability and Parks &amp; Recreation</p> <p>6:00 PM – 9:00 PM Hispanic Metropolitan Chamber of Commerce Heritage Celebration Dinner</p>

**Week September 9 – September 13, 2019**

<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 Gambetti</p> <p>10:00 AM – 11:00 AM Commissioner Briefing w/ Commissioner Myers &amp; Platt</p> <p>11:00 AM – 12:00 PM Internal Staff Meeting</p> <p>1:45 PM – 2:30 PM Meeting w/ Mayor's Office, Oregon Health &amp; Science University, Portland State University &amp; Portland Community College</p> <p>3:00 PM – 4:30 PM Internal Meetings</p> <p>5:00 PM – 6:00 PM Meeting w/ Portland African American Leadership, METRO, Bureau of Planning &amp; Sustainability</p>	<p>8:30 AM – 10:30 AM Innovation Quadrant Board Meeting</p> <p>11:00 AM – 12:00 PM Internal Staff Meeting</p> <p>1:00 PM – 2:00 PM Monthly Check-In w/ Mayor Wheeler</p> <p>2:30 PM – 5:00 PM Internal Staff Meetings</p> <p>5:00 PM – 5:15 PM Telephone Call w/ Jessica Barcenas</p>	<p>7:30 AM – 11:00 AM MODERATOR: Bisnow's 2019 Portland State of the Market</p> <p>12:00 PM – 1:30 PM Portland Business Alliance Board Meeting</p> <p>2:00 PM – 2:15 PM Telephone Call w/ Joe Zehnder</p> <p>2:00 PM – 3:00 PM Desk Time</p> <p>3:00 PM – 5:30 PM Prosper Portland Board of Commissioners Meeting</p>	<p>7:30 AM – 8:30 AM Monthly Check-in w/ Curtis Robinhold, Chris Harder &amp; Keith Leavitt</p> <p>9:00 AM – 10:00 AM Desk Time</p> <p>10:30 AM – 12:00 PM Planning &amp; Development Directors Meeting</p> <p>1:00 PM – 2:00 PM Desk Time</p> <p>2:00 PM – 2:10 PM Telephone Call w/ David Drinkward</p> <p>2:30 PM – 4:00 PM TechTown CEO Roundtable</p>	<p>8:00 AM – 12:00 PM Meeting w/ City Bureau Directors</p> <p>1:30 PM – 2:00 PM Monthly Check-In w/ Commissioner Fritz</p> <p>2:30 PM – 4:30 PM Office &amp; Internal Staff Meetings</p> <p>4:30 PM – 5:00 PM Meeting w/ Sabina Urdes</p> <p align="center"><b>Saturday</b></p> <p>4:00 PM – 6:00 PM SPEAK: Oregon Nikkei Endowment 30<sup>th</sup> Anniversary Celebration</p>