

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. **Due to Covid-19, meetings were held virtually during this time.**

Week of November 2 – November 6, 2020

Monday	Tuesday	Wednesday	Thursday	Friday
<p>8:00 AM – 1:00 PM Office & Internal Staff Meetings</p> <p>1:00 PM – 2:00 PM Monthly Check-In w/ Commissioner Hardesty</p> <p>2:00 PM – 5:00 PM Office & Internal Staff Meetings</p>	<p>8:30 AM – 10:00 AM Office & Internal Staff Meetings</p> <p>10:00 AM – 11:00 AM Weekly Check-In w/ Mayor Wheeler's Office</p> <p>11:30 AM – 12:00 PM Weekly Meeting w/ Shannon Callahan, Andrea Durbin and Rebecca Esau</p> <p>12:30 PM – 2:00 PM Portland Business Alliance Board Meeting</p> <p>2:00 PM – 2:45 PM Internal Staff Meeting</p> <p>2:45 PM – 3:30 PM Meeting w/ Warner Pacific University President Brian Johnson</p> <p>3:30 PM – 5:00 PM Office & Internal Staff Meetings</p>	<p>7:00 AM – 9:30 AM Office & Internal Staff Meetings</p> <p>9:30 AM – 11:00 AM Portland City Council</p> <p>11:00 AM – 2:00 PM Office & Internal Staff Meetings</p> <p>2:00 PM – 2:30 PM Telephone Call w/ Angela Jackson</p> <p>2:30 PM – 4:00 PM Office</p> <p>4:00 PM – 5:00 PM Quarterly Meeting w/ Portland Parks & Recreation</p>	<p>8:30 AM – 2:00 PM Office & Internal Staff Meetings</p> <p>2:00 PM – 3:00 PM Meeting w/ Bureau of Planning & Sustainability</p> <p>3:00 PM – 3:30 PM Office</p> <p>3:30 PM – 4:00 PM Monthly Meeting w/ Tom Rinehart</p> <p>4:00 PM – 5:00 PM Office</p> <p>5:00 PM – 5:15 PM Telephone Call w/ Mark Falcone</p>	<p>Out of Office</p>

Week November 9– November 13, 2020

Monday	Tuesday	Wednesday	Thursday	Friday
<p>8:00 AM – 8:30 AM Telephone Call w/ Andrea Durbin</p> <p>8:30 AM – 9:00 AM Office</p> <p>9:00 AM – 10:00 AM Weekly Check-In w/ Mayor Ted Wheeler's Office</p> <p>10:00 AM – 11:00 AM Internal Staff Meeting</p> <p>11:00 AM – 12:00 PM Economic Impact Action Committee</p> <p>12:00 PM – 3:00 PM Office & Internal Staff Meetings</p> <p>3:00 PM – 3:30 PM Monthly Check-In w/ Marshall Runkel</p> <p>3:30 PM – 5:00 PM Office</p>	<p>8:00 AM – 8:30 AM Telephone Call w/ Skip Newberry</p> <p>8:30 AM – 12:00 PM Office & Internal Staff Meetings</p> <p>1:00 PM – 2:00 PM Meeting w/ Dr. Holt</p> <p>2:00 PM – 4:00 PM Planning & Sustainability Commission -</p> <p>4:00 PM – 4:30 PM Internal Staff Meeting</p> <p>4:30 PM – 5:00 PM Monthly Check-In w/ Chair Cruz</p>	<p>Holiday</p>	<p>8:30 AM – 8:55 AM Internal Staff Meeting</p> <p>9:00 AM – 10:00 AM Personal Appointment</p> <p>10:00 AM – 2:00 PM Internal Staff Meetings</p> <p>2:00 PM – 3:00 PM Meeting w/ Minority Impact Chamber of Commerce</p> <p>3:00 PM – 4:00 PM Internal Staff Meetings</p> <p>4:00 PM – 4:30 PM City Bureau Directors Check-in</p> <p>4:30 PM – 5:00 PM Telephone Call w/ Kristin Dennis</p>	<p>8:30 AM – 10:00 AM Office & Internal Staff Meetings</p> <p>10:00 AM – 10:30 AM Call Cam Turner</p> <p>10:30 AM – 1:30 PM Office & Internal Staff Meetings</p> <p>1:30 PM – 2:00 PM Telephone Call w/ Tom Rinehart</p> <p>2:00 PM – 3:00 PM Monthly Check-In w/ Commissioner Ryan</p> <p>3:00 PM – 4:00 PM Monthly Check-In w/ Commissioner Fritz</p> <p>4:00 PM – 5:00 PM Office & Internal Staff Meeting</p>