

**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 September 28 – October 2, 2020**

Monday	Tuesday	Wednesday	Thursday	Friday
			<p align="center">8:30 AM – 11:30 PM Office &amp; Internal Staff Meeting</p> <p align="center">11:30 AM – 1:00 PM Bureau Directors Monthly Meeting</p> <p align="center">12:00 PM – 2:00 PM Results Based Accountability Training</p> <p align="center">2:00 PM – 3:00 PM Internal Staff Meeting</p>	<p align="center">8:00 AM – 10:00 AM Office &amp; Internal Staff Meeting</p> <p align="center">10:00 AM – 10:30 AM Telephone Call w/ Chair Cruz</p> <p align="center">10:30 AM – 11:30 AM Quarterly Check-In w/ Bureau of Development Services</p> <p align="center">11:30 AM – 2:00 PM Office &amp; Internal Staff Meeting</p> <p align="center">2:30 PM – 5:00 PM East Portland Business Visits w/ Mayor Wheeler</p>

**Week October 5 – October 9, 2020**

Monday	Tuesday	Wednesday	Thursday	Friday
<p align="center">8:00 AM – 10:30 AM Office &amp; Internal Staff Meetings</p> <p align="center">10:30 AM – 11:00 AM Meeting w/ Curtis Robinhold</p> <p align="center">11:00 AM – 12:30 PM Meeting w/ Healthy Communities Coalition</p> <p align="center">1:00 PM – 1:30 PM Meeting w/ Heather Hafer</p> <p align="center">1:30 PM – 2:30 PM Office &amp; Internal Staff Meeting</p> <p align="center">2:30 PM – 2:45 PM Check-In w/ Tom Rinehart</p> <p align="center">3:00 PM – 5:00 PM Desk Time</p>	<p align="center">8:00 AM – 9:30 AM Office &amp; Internal Staff Meetings</p> <p align="center">9:30 AM – 11:30 AM Western States Training</p> <p align="center">11:30 AM – 12:00 PM Internal Staff Meeting</p> <p align="center">12:00 PM – 12:30 PM Meeting w/ Maurice Henderson</p> <p align="center">12:30 PM – 2:00 PM Panelist – New Commissioner Panel</p> <p align="center">2:00 PM – 3:00 PM Meeting w/ Michael Szporluk &amp; Mathew Serres</p> <p align="center">3:00 PM – 4:00 PM Portland Housing Advisory Commission</p> <p align="center">4:00 PM – 4:45 PM City Bureau Directors Check-in</p> <p align="center">4:45 PM – 5:15 PM Monthly Check-In w/ Chair Cruz</p>	<p align="center">7:00 AM – 10:00 AM Office &amp; Internal Staff Meetings</p> <p align="center">10:00 AM – 11:00 AM Meeting w/ Mayor Wheeler</p> <p align="center">11:00 AM – 12:00 PM Meeting w/ Shannon Callahan &amp; Leslie Goodlow</p> <p align="center">12:00 PM – 1:00 PM Internal Staff Meetings</p> <p align="center">1:00 PM – 2:30 PM Meeting w/ Bureau Directors</p> <p align="center">2:30 PM – 5:00 PM Internal Staff Meetings</p>	<p align="center">8:30 AM – 11:00 AM Office &amp; Internal Staff Meetings</p> <p align="center">12:00 PM – 1:30 PM Greater Portland Inc., Executive Committee</p> <p align="center">1:30 PM – 1:55 PM Meeting w/ Cupid Alexander</p> <p align="center">2:00 PM – 3:30 PM Office &amp; Internal Staff Meeting</p> <p align="center">3:30 PM – 3:45 PM Video Interview w/ City of Portland</p> <p align="center">4:00 PM – 4:45 PM City Bureau Directors Check-in</p>	<p align="center">8:30 AM – 10:00 AM Office &amp; Internal Staff Meetings</p> <p align="center">10:00 AM – 11:00 AM Monthly Meeting w/ Shannon Callahan</p> <p align="center">11:30 AM – 12:30 PM Office &amp; Internal Staff Meeting</p> <p align="center">12:30 PM – 1:00 PM Telephone Call with Mark Falcone</p> <p align="center">1:00 PM – 1:30 PM Internal Staff Meeting</p> <p align="center">1:30 PM – 2:00 PM Meeting w/ Commissioner Ryan</p> <p align="center">2:30 PM – 3:00 PM Internal Staff Meeting</p> <p align="center">3:00 PM – 4:00 PM Meeting w/ Mike Houck &amp; Bob Sallinger</p> <p align="center">4:00 PM – 5:00 PM Desk Time</p>