

**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 May 31 – June 4, 2021**

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
	<p>7:30 AM – 10:30 AM Office &amp; Internal Staff Meetings</p> <p>10:30 AM – 12:00 PM Meeting w/ Multiple City of Portland Bureaus &amp; Metro</p> <p>1:00 PM – 2:00 PM Bi-Weekly Check-In w/ Mayor Wheeler’s Office</p> <p>2:00 PM – 3:00 PM Greater Portland Economic Development District Executive Committee</p> <p>3:00 PM – 4:00 PM Tour: Portland Art Museum</p> <p>4:30 PM – 5:00 PM Monthly Check-In w/ Chair Cruz</p>	<p>8:00 AM – 8:30 AM Telephone Call w/ Monique Claiborne</p> <p>8:30 AM – 9:30 AM Internal Staff Meetings</p> <p>9:30 AM – 10:30 AM Monthly Meeting w/ Bureau of Planning &amp; Sustainability</p> <p>10:30 AM – 11:00 AM Internal Staff Meeting</p> <p>11:00 AM – 12:00 PM Meeting w/ Office Management &amp; Finance</p> <p>12:00 PM – 2:30 PM Internal Meeting</p> <p>2:30 PM – 3:00 PM Telephone Call w/ Sam Adams</p> <p>3:00 PM – 4:30 PM Internal Staff Meeting</p> <p>4:30 PM – 5:00 PM Telephone Call w/ Cecilia Estolano</p> <p>5:30 PM – 7:30 PM Williams &amp; Russell Project Community Meeting</p>	<p>8:30 AM – 9:00 AM Internal Staff Meeting</p> <p>9:00 AM – 9:30 AM Meeting w/ Karanja Crews</p> <p>9:30 AM – 12:00 PM Internal Staff Meetings</p> <p>12:00 PM – 1:00 PM Bureau Directors Monthly Meeting</p> <p>1:00 PM – 1:30 PM Internal Staff Meeting</p> <p>1:30 PM – 2:00 PM Meeting w/ Leah Horner</p> <p>2:00 PM – 4:00 PM Internal Staff Meetings</p> <p>4:00 PM – 5:00 PM Meeting w/ Bobby Lee</p> <p>5:00 PM – 5:15 PM Telephone Call Mark Falcone</p>	<p>8:00 AM – 10:00 AM Office</p> <p>10:00 AM – 10:30 AM Meeting w/ Multiple Bureaus</p> <p>10:30 AM – 11:00 AM Internal Staff Meeting</p> <p>11:00 AM – 12:00 PM Meeting w/ Mayor Wheeler’s Staff &amp; Andrew McGough</p> <p>1:00 PM – 4:00 PM Internal Staff Meetings</p> <p>4:00 PM – 5:00 PM Meeting w/ Erin Graham</p>

**Week June 7 – June 11, 2021**

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<p>8:00 AM – 10:00 AM Office &amp; Internal Staff Meeting</p> <p>10:00 AM – 11:00 AM Commissioner Briefings w/ Commissioner Gambetti &amp; Myers</p> <p>11:00 AM – 12:00 PM Commissioner Briefing w/ Commissioner Stoudamire Wesley</p> <p>12:00 PM – 1:00 PM Commissioner Briefing w/ Chair Cruz</p> <p>1:00 PM – 2:00 PM Monthly Meeting w/ Commissioner Hardesty</p> <p>2:00 PM – 5:00 PM Internal Staff Meetings</p>	<p>8:30 AM – 10:00 AM Internal Staff Meetings</p> <p>10:00 AM – 11:00 AM American Rescue Plan Business-Focused Proposals</p> <p>11:00 AM – 12:00 PM American Rescue Plan Workforce Development Pre-Proposal</p> <p>12:30 PM – 2:00 PM Office &amp; Internal Staff Meetings</p> <p>3:00 PM – 4:00 PM American Rescue Plan Proposal Alignment: Business Support</p> <p>4:00 PM – 4:30 PM Directors 2x Weekly Check-in</p> <p>4:30 PM – 5:00 PM Internal Staff Meeting</p>	<p>6:00 AM – 11:00 AM Office &amp; Internal Staff Meetings</p> <p>11:00 AM – 11:30 AM Meeting w/ Mayor Wheeler’s Staff &amp; Worksystems Inc.</p> <p>11:30 AM – 1:30 PM Office &amp; Internal Staff Meetings</p> <p>1:30 PM – 2:30 PM Meeting w/ City of Portland Auditor’s Office</p> <p>2:30 PM – 3:00 PM Office</p> <p>3:00 PM – 5:00 PM Board of Commissioners Meeting</p> <p>6:00 PM – 7:00 PM WELCOME: B2B Pitch &amp; Networking Program</p>	<p>8:30 AM – 9:30 AM Office &amp; Internal Staff Meeting</p> <p>9:30 AM – 10:30 AM ATTEND: Breakfast for Champions - Decolonizing Wealth</p> <p>10:30 AM – 12:00 PM Planning &amp; Development Directors Monthly Meeting</p> <p>11:30 AM – 12:30 PM Hispanic Chamber Annual Membership Virtual Event</p> <p>12:30 PM – 2:00 PM Office</p> <p>2:00 PM – 4:00 PM Greater Portland Economic Development District Board Meeting</p> <p>4:00 PM – 4:30 PM Directors 2x Weekly Check-in</p> <p>4:30 PM – 5:00 PM Internal Staff Meeting</p>	<p>6:00 AM – 9:00 AM Office &amp; Internal Staff Meetings</p> <p>9:00 AM – 10:00 AM Monthly Meeting w/ Mayor Wheeler</p> <p>10:00 AM – 11:30 AM Meeting with Continuum</p> <p>11:30 AM – 12:00 PM Internal Staff Meeting</p> <p>1:00 PM – 1:30 PM Monthly Meeting w/ Commissioner Mapps</p> <p>1:30 PM – 2:00 PM Internal Staff Meeting</p> <p>2:00 PM – 3:00 PM Monthly Meeting w/ Commissioner Mapps</p> <p>3:00 PM – 3:45 PM Meeting w/ Mayor Wheeler’s Office</p>