

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 June 14 – June 18, 2021

| Monday | Tuesday | Wednesday | Thursday | Friday |
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| 8:00 AM – 9:30 AM Office & Internal Staff Meetings | 8:30 AM – 9:00 AM Internal Staff Meetings | 8:00 AM – 10:00 AM Internal Staff Meetings | 8:00 AM – 8:30 AM Bi-Weekly Meeting w/ Mayor Wheeler's Office | Holiday |
| 9:30 AM – 3:30 PM Personnel Interviews | 9:30 AM – 10:30 AM Private Appointment | 12:00 PM – 1:30 PM Portland Business Alliance Board Meeting | 8:30 AM – 9:00 AM Internal Staff Meetings | |
| 3:30 PM – 5:00 PM Office & Internal Staff Meetings | 10:30 AM – 10:45 AM Internal Staff Meetings | 1:00 PM – 1:30 PM Internal Staff Meeting | 10:00 AM – 10:20 AM Economic Relief & Stimulus Coordination Council Planning | |
| | 1:00 PM – 1:30 PM Meeting with Chair Kafoury & Mayor Wheeler | 1:30 PM – 2:00 PM C40 Thriving Cities | 10:30 AM – 1:30 PM Office & Internal Staff Meetings | |
| | 1:30 PM – 2:00 PM Internal Staff Meeting | 2:00 PM – 2:30 PM Internal Staff Meeting | 1:30 PM – 2:30 PM American Rescue Plan Round 1 Allocation | |
| | 2:00 PM – 2:45 PM Meeting w/ Mayor Wheeler's Office | 3:00 PM – 4:30 PM Attend: Japanese America Museum of Oregon Tour | 2:30 PM – 4:00 PM Attend: TechTown Leadership Exchanges | |
| | 3:00 PM – 4:00 PM Economic Relief and Stimulus Coordinating Council | | 4:00 PM – 4:30 PM Directors 2x Weekly Check-in | |
| | 4:00 PM – 5:00 PM Internal Staff Meetings | | 4:30 PM – 5:00 PM Office | |

Week June 21 – June 25, 2021

| Monday | Tuesday | Wednesday | Thursday | Friday |
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| 8:45 AM – 11:30 AM Personnel Interviews | 8:30 AM – 10:00 AM Office & Internal Staff Meetings | 8:00 AM – 9:00 AM Office | 8:00 AM – 8:30 AM Meeting w/ Sam Adams | 8:00 AM – 9:00 AM Economic Relief & Stimulus Coordination Council |
| 11:30 AM – 12:00 PM Office | 10:00 AM – 11:00 AM Attend: Who's on Top Panel Discussion | 9:00 AM – 9:30 AM Meeting Preparation w/ Economic Relief and Stimulus Coordinating Council Leadership | 8:30 AM – 9:00 AM Internal Staff Meeting | 9:00 AM – 9:30 AM Economic Relief & Stimulus Coordination Council Debrief |
| 1:30 PM – 2:00 PM Internal Staff Meeting | 11:00 AM – 12:00 PM Meeting w/ Cully Partners, Portland Housing Bureau & Bureau of Planning & Sustainability | 9:45 AM – 12:00 PM Attend: City Council | 9:00 AM – 9:30 AM Meeting w/ Commissioner Ryan & Mayor Wheeler | 9:30 AM – 10:00 AM Internal Staff Meetings |
| 2:00 PM – 2:30 PM Urban Renewal Areas/ Returning Resources | 2:00 PM – 2:45 PM City Recovery Priorities & Progress Update Meeting w/ Mayor Wheeler | 12:00 PM – 12:15 PM Telephone Call w/ Bruce Feathers | 9:30 AM – 11:30 AM Internal Staff Meetings | |
| 2:30 PM – 3:15 PM Monthly Meeting w/ Portland Housing Bureau | 2:30 PM – 4:30 PM 2021 Portland Business Alliance Annual Meeting | 1:00 PM – 2:00 PM Internal Staff Meetings | 11:30 AM – 12:00 PM Meeting w/ Ashley Odil | 11:00 AM – 3:00 PM Office & Internal Staff Meetings |
| 3:30 PM – 4:15 PM Private Appointment | | 2:00 PM – 3:00 PM Monthly Meeting w/ Bureau of Planning & Sustainability | 12:45 PM – 2:30 PM Internal Staff Meetings | |
| 4:15 PM – 5:00 PM Internal Staff Meeting | | 3:00 PM – 5:00 PM Board of Commissioners Meeting | 2:30 PM – 4:00 PM Economic Relief & Stimulus Coordinating Council | |
| | | | 4:00 PM – 4:30 PM Directors 2x Weekly Check-in | |