

**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 October 11 – October 15, 2021**

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
Vacation	8:30 AM – 12:00 PM Attend: On-line Urban Land Institute Conference  9:30 AM – 9:45 AM Telephone Call w/ Brittany Bagent  12:00 PM – 12:15 PM Telephone Call w/ Shannon Callahan  12:15 PM – 12:30 PM Telephone Call w/ Curtis Robinhold  1:00 PM – 2:45 PM Internal Staff Meetings  2:30 PM – 2:45 PM Telephone Call w/ Mike Hurley  2:45 PM – 3:15 PM Office  3:15 PM – 4:00 PM Greater Portland Economic Development Executive Committee  4:00 PM – 4:30 PM Directors Bi- Weekly Check-In	8:00 AM – 8:30 AM Internal Staff Meeting  8:30 AM – 9:30 AM Attend: On-line Urban Land Institute Conference  9:00 AM – 10:00 AM Internal Staff Meeting  10:00 AM – 12:00 PM Meeting w/ Luna Jimenez Institute for Social Transformation  12:00 PM – 1:30 PM Portland Business Alliance Board Meeting  1:00 PM – 2:00PM Internal Staff Meeting  2:00 PM – 3:00 PM Attend: On-line Urban Land Institute Conference  3:00 PM – 5:00 PM Office	7:00 AM – 8:00 AM Attend: On-line Urban Land Institute Conference  8:00AM-8:30AM Office  8:30 AM – 9:30 AM Attend: On-line Urban Land Institute Conference  9:30 AM – 10:30 AM Internal Staff Meeting  10:30 AM – 11:30 AM Planning & Development Directors Meeting  11:00 AM – 12:00 PM Attend: On-line Urban Land Institute Conference  1:00 PM – 1:45 PM Meeting w/ Shannon Callahan  1:45 PM – 2:15 PM Internal Staff Meeting  2:15 PM – 3:00 PM Meeting w/ City of Portland Office of Government Relations  3:00 PM – 4:00 PM Internal Staff Meeting  4:00 PM – 4:30 PM Directors Bi- Weekly Check-In	8:30 AM – 9:00 AM Telephone Call with Dr. Eric Anthony Johnson  9:00 AM – 10:00 AM Bi-Monthly Meeting w/ Mayor Wheeler  10:00 AM – 1:45 PM Office & Internal Staff Meetings  1:45 PM – 2:00 PM Telephone Call w/ Mark Falcone  2:00 PM – 2:30 PM Telephone Call w/ Jeremy Barnicle  2:30 PM – 5:00 PM Office

**Week October 18 – October 22, 2021**

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
9:00 AM – 9:45 AM Meeting w/ Sophorn Cheang  10:00 AM – 5:00PM Internal Staff Meetings	8:00 AM – 2:00 PM Office & Internal Staff Meetings  2:00 PM – 4:00 PM Greater Portland Economic Development District Board Meeting  4:00 PM – 4:30 PM Directors Bi- Weekly Check-In	8:00 AM – 9:00 AM Greater Portland Inc., Monthly Board Meeting  9:00 AM – 11:00 AM Bureau of Human Resources Training  10:00 AM – 11:00 AM Attend: Solving Portland's Homeless Crisis: "A Start in Sight."  11:00 AM – 12:00 PM Private Appointment  12:00 PM – 2:30 PM Office & Internal Staff Meetings  2:30 PM – 3:00 PM Telephone Call w/ Shannon Callahan  3:00 PM – 4:00 PM Meeting w/ Healthy Communities Coalition  4:00 PM – 5:15PM Internal Staff Meetings	8:00 AM – 11:00 AM Office & Internal Staff Meetings  11:00 AM – 12:00 PM Meeting w/ Portland City Auditor's Office  1:00 PM – 1:30 PM Internal Staff meeting  1:30 PM – 2:00 PM Telephone Call w/ Ashley Henry  2:00 PM – 4:00 PM Office & Internal Staff meeting	8:00 AM – 8:30 AM Telephone Call w/ Sam Adams  Telephone Call w/ Monique Claiborne  8:30 AM – 11:00 AM Internal Staff Meetings  11:00 AM – 11:30 AM Telephone Call w/ Ryan Donahue  11:30 AM – 12:00 PM Monthly Meeting w/ Commissioner Mapps  12:00 PM – 5:00 PM Office

