

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 February 1 – February 4, 2021

Monday	Tuesday	Wednesday	Thursday	Friday
	<p align="center">8:30 AM – 10:45 AM Office & Internal Staff Meetings</p> <p align="center">10:45 AM – 11:45 AM Meeting w/ Ruth Levine</p> <p align="center">11:45 AM – 12:15 PM Meeting w/ Commissioner Ryan</p> <p align="center">12:00 PM – 1:00 PM Portland Business Alliance Forum</p> <p align="center">1:00 PM – 2:00 PM Office & Internal Staff Meetings</p> <p align="center">4:00 PM – 4:30 PM Directors Bi- Weekly Check-In</p> <p align="center">4:30 PM – 5:00 PM Monthly Check-In w/ Chair Cruz</p>	<p align="center">8:00 AM – 5:00 PM Office & Internal Staff Meetings</p>	<p align="center">8:30 AM – 11:30 AM Office & Internal Staff Meetings</p> <p align="center">11:30 AM – 1:00 PM Bureau Directors Monthly Meeting</p> <p align="center">12:00 PM – 1:30 PM Greater Portland Inc., Quarterly Executive Committee Meeting</p> <p align="center">1:30 PM – 4:45 PM Office & Internal Staff Meetings</p> <p align="center">4:45 PM – 5:00 PM Telephone Call w/ Tom Miller</p> <p align="center">5:00 PM – 5:15 PM Telephone Call w/ Tavo Cruz</p>	<p align="center">8:30 AM – 9:30 AM Meeting w/ Portland Bureaus, of: Development Services, Planning & Sustainability, Transportation, Housing, & Parks & Recreation</p> <p align="center">9:30 AM – 10:30 AM Meeting w/ Healthy Communities Coalition</p> <p align="center">10:30 AM – 11:00 AM Monthly Meeting w/ Commissioner Mapps</p> <p align="center">11:00 AM – 3:00 PM Office</p> <p align="center">3:00 PM – 4:00 PM Prosper Budget Briefing: Mayor Wheeler’s Office</p>

Week February 7 – February 11, 2021

Monday	Tuesday	Wednesday	Thursday	Friday
<p align="center">8:30 AM – 9:00 AM Office</p> <p align="center">9:00 AM – 9:30 AM Commissioner Briefing w/ Chair Cruz & Commissioner Myers</p> <p align="center">9:30 AM – 1:00 PM Office & Internal Staff Meetings</p> <p align="center">1:00 PM – 1:30 PM Monthly Check-In w/ Commissioner Hardesty</p> <p align="center">1:30 PM – 3:00 PM Office & Internal Staff Meeting</p> <p align="center">3:00 PM – 3:30 PM Commissioner Briefing w/ Commissioner Platt & Stoudamire Wesley</p> <p align="center">3:30 PM – 4:00 PM Meeting w/ Ricardo Lujan Valerio</p> <p align="center">4:00 PM – 5:00 PM Monthly Meeting w/ Bureau Planning & Sustainability</p>	<p align="center">8:30 AM – 9:30 AM Office & Internal Staff Meeting</p> <p align="center">9:30 AM – 10:30 AM Meeting w/ Derek Bradley</p> <p align="center">10:30 AM – 11:00 AM Office</p> <p align="center">11:00 AM – 11:30 AM Meeting w/ Bureau Development Services</p> <p align="center">11:30 AM – 12:00 PM Meeting w/ Directors Callahan, Durbin, & Esau</p> <p align="center">12:00 PM – 2:00 PM Internal Staff Meetings</p> <p align="center">2:00 PM – 3:30 PM Portland Metro/Various City Bureaus Quarterly Check-In</p> <p align="center">3:30 PM – 5:00 PM Office & Internal Staff Meetings</p>	<p align="center">8:30 AM – 9:00 AM Monthly Check-In w/ Tom Rinehart</p> <p align="center">9:00 AM – 12:00 PM Office & Internal Staff Meetings</p> <p align="center">12:00 PM – 1:30 PM Portland Business Alliance Board Meeting</p> <p align="center">1:30 PM – 3:00 PM Office & Internal Staff Meetings</p> <p align="center">3:00 PM – 5:00 PM Board of Commissioners Meeting</p>	<p align="center">8:30 AM – 10:30 AM Office & Internal Staff Meetings</p> <p align="center">10:30 AM – 11:30 AM Monthly Planning & Development Meeting</p> <p align="center">11:30 AM – 3:00 PM Office & Internal Staff Meetings</p> <p align="center">3:00 PM – 4:00 PM Private Appointment</p> <p align="center">4:00 PM – 4:30 PM Directors Bi- Weekly Check-In</p> <p align="center">4:30 PM – 5:00 PM Internal Staff Meeting</p>	<p align="center">8:00 AM – 11:00 AM Office & Internal Staff Meetings</p> <p align="center">11:00 AM – 11:30 AM Telephone Call w/ Raihana Ansary</p> <p align="center">12:00 PM – 12:50 PM Meeting w/ Biko Taylor</p> <p align="center">1:00 PM – 2:00 PM Office</p> <p align="center">2:00 PM – 2:45 PM Monthly Meeting w/ Commissioner Ryan</p> <p align="center">3:00 PM – 3:30 PM Telephone Call w/ Shannon Callahan</p> <p align="center">3:30 PM – 4:30 PM Office</p>

