

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, some meetings were held virtually during this time.**

Week of May 16 – May 20, 2022

Monday	Tuesday	Wednesday	Thursday	Friday
<p>9:00 AM – 10:00 AM Internal Staff Meetings</p> <p>10:00 AM – 10:30 AM Meeting w/ Ness Zolan & Quincy Brown</p> <p>10:30 AM – 1:00 PM Office & Internal Staff Meetings</p> <p>1:00 PM – 5:00 PM Out Sick</p>	<p>9:00 AM – 9:45 AM Meeting w/ Dr. Holt</p> <p>10:00 AM – 5:00 PM Office & Internal Staff Meetings</p>	<p>8:00 AM – 9:00 AM Greater Portland Inc., Board Meeting</p> <p>9:00 AM – 9:45 AM Internal Staff Meeting</p> <p>9:45 AM – 10:15 AM Attend: City Council</p> <p>10:15 AM – 1:30 PM Internal Staff Meetings</p> <p>1:30 PM – 2:00 PM Meeting w/ Brigid O'Callaghan & Jessica Kinard</p> <p>2:00 PM – 5:00 PM Office & Internal Staff Meetings</p>	<p>5:30 AM – 9:00AM Desk Time</p> <p>9:00 AM – 10:00 AM Weekly Check-In w/ Mayor Wheeler's Office</p> <p>10:15 AM – 11:15 AM MEET: Mayor's Office</p> <p>11:15 AM – 2:30 AM Office & Internal Staff Meetings</p> <p>2:30 PM – 3:00 PM Monthly Check-In w/ Shannon Callahan</p> <p>3:00 PM – 4:00 PM Monthly Check-In w/ Portland Housing Bureau</p> <p>4:00 PM – 4:30 PM Directors Bi- Weekly Check-In</p> <p>4:30 PM – 5:00 PM Office</p>	<p>8:00 AM – 12:30 PM Office & Internal Staff Meetings</p> <p>12:30 PM – 5:00 PM Out Sick</p>

Week May 23 – May 27, 2022

Monday	Tuesday	Wednesday	Thursday	Friday
<p>8:00 AM – 11:30 AM Office & Internal Staff Meetings</p> <p>12:00 PM – 12:30 PM Meeting w/ Monique Claiborne</p> <p>12:30 PM – 12:45 PM Telephone Call w/Commissioner Stoudamire Wesley</p> <p>12:45 PM – 3:00 PM Internal Staff Meetings</p> <p>3:00 PM – 4:00 PM Monthly Check-In w/ Bureau Planning & Sustainability</p> <p>4:00 PM – 4:30 PM Internal Staff Meeting</p>	<p>8:00 AM – 9:00 AM Meeting w/ Mayor Wheeler's Office & David Douglas School District Superintendent</p> <p>8:30 AM – 9:00 AM MEET: Monthly Inclusive Economic Development Strategy</p> <p>9:00 AM – 1:00 PM Office & Internal Staff Meetings</p> <p>1:00 PM – 2:00 PM Weekly Check-In w/ Mayor Wheeler's Office</p> <p>2:00 PM – 2:30 PM Office</p> <p>2:30 PM – 5:00 PM Out Sick</p>	<p>6:00 AM – 8:00 AM Office</p> <p>8:15 AM – 9:00 AM Meeting w/ Dr. Holt</p> <p>9:00 AM – 3:30 PM Office & Internal Staff Meetings</p> <p>3:30 PM – 5:00 PM Out Sick</p>	<p>8:30 AM – 3:30 PM Office & Internal Staff Meetings</p>	<p>8:00 AM – 9:00 AM Free</p> <p>9:00 AM – 10:00 AM Bi-Monthly Meeting w/ Mayor Wheeler</p> <p>9:30 AM – 2:30 PM Office</p> <p>2:30 PM – 3:00 PM Meeting w/ Rebecca North</p> <p>3:00 PM – 3:30 PM Monthly Meeting w/ Commissioner Mapps</p> <p>3:30 PM – 5:30 PM Out of Office</p>