

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 October 17 – October 21, 2022

Monday	Tuesday	Wednesday	Thursday	Friday
<p>9:00 AM – 12:30 PM Office & internal Staff Meetings</p> <p>12:30 PM – 1:30 PM Monthly Meeting w/ Office Finance Management & City Budget Office</p> <p>1:30 PM – 2:00 PM Internal Staff Meeting</p> <p>2:00 PM – 3:00 PM Meeting w/ Healthy Communities Coalition</p> <p>3:00 PM – 3:30 PM Telephone Call w/ Nathan Mosley</p> <p>3:30 PM – 4:00 PM Internal Staff Meeting</p> <p>4:00 PM – 4:15 PM Telephone Call w/ Juliana Minn</p>	<p>8:30 AM – 1:00 PM Internal Staff Meetings</p> <p>1:00 PM – 2:00 PM Meeting w/ Metropolitan Alliance for Workforce Equity</p> <p>2:00 PM – 2:30 PM Desk Time</p> <p>2:30 PM – 4:00 PM Private Appointment</p> <p>4:00 PM – 4:30 PM Directors Bi-Weekly Check-In</p>	<p>8:00 AM – 9:00 AM Greater Portland Inc., Board Meeting</p> <p>9:00 AM – 10:00 AM Meeting w/ RW Ventures</p> <p>10:00 AM – 12:30 PM Internal Staff Meetings</p> <p>12:30 PM – 12:45 PM Telephone Call w/ Jesse Hyatt</p> <p>1:00 PM – 5:00 PM Desk Time</p> <p>4:00 PM – 6:30 PM Attend: Oregon Business & Industry, 2022 Vision Oregon Event</p>	<p>8:00 AM – 9:00 AM Internal Staff Meeting</p> <p>9:00 AM – 1:00 PM Deposition</p> <p>1:00 PM – 2:00 PM Meeting w/ Ashley Bakelmun</p> <p>1:30 PM – 3:00 PM Office & Internal Staff Meeting</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>5:00 PM – 7:00 PM Attend: At Work for Oregon Kids Portland Art Museum</p>	<p>8:00 AM – 9:30 AM Portland Metro Workforce Development Board</p> <p>9:30 AM – 11:00 AM Internal Staff Meetings</p> <p>11:00 AM – 12:00 PM Meeting w/ Moss Adams</p> <p>12:45 PM – 2:00 PM Private Appointment</p> <p>2:15 PM – 6:30 PM Attend: Built Festival</p>

Week October 24 – October 31, 2022

Monday	Tuesday	Wednesday	Thursday	Friday/Monday
<p>8:00 AM – 9:30 AM Internal Staff Meetings</p> <p>9:30 AM – 10:00 AM Meeting w/ Randy Miller</p> <p>10:00 AM – 1:00 PM Internal Staff Meetings</p> <p>1:00 PM – 2:00 PM Meeting w/ Bureau Planning & Sustainability</p> <p>2:00 PM – 3:00 PM Desk Time</p> <p>3:00 PM – 4:00 PM Monthly Check-In w/ Bureau Planning & Sustainability</p>	<p>8:30 AM – 9:30 AM Internal Staff Meetings</p> <p>9:30 AM – 10:00 AM Monthly Check-In w/ Michael Jordan</p> <p>10:00 AM – 12:00 PM Desk Time</p> <p>1:00 PM – 2:00 PM Weekly Check-In w/ Mayor Wheeler’s Office</p> <p>2:00 PM – 3:30 PM Inclusive Economic Development Strategy Steering Committee</p> <p>3:30 PM – 4:00 PM Internal Staff Meeting</p> <p>4:00 PM – 4:30 PM Directors Bi- Weekly Check-In</p>	<p>8:00 AM – 9:30 AM Office & Internal Staff Meeting</p> <p>9:30 AM – 10:15 AM State of the Sport City Council</p> <p>10:15 AM – 10:45 AM Desk Time</p> <p>10:45 AM – 11:00 AM Telephone Call w/ Clare Briglio</p> <p>11:00 AM – 4:00 PM Office & Internal Staff Meetings</p>	<p>8:30 AM – 9:00 AM Internal Staff Meeting</p> <p>9:30 AM – 10:45 AM Attend: Multnomah County Board Meeting</p> <p>11:30 AM – 1:30 PM Professional Business Development Group Luncheon</p> <p>2:00 PM – 5:00 PM Out of Office</p>	<p>9:00 AM – 1:00 PM Office & Internal Staff Meetings</p> <p>1:30 PM – 5:00 PM Out of Office</p> <hr/> <p align="center">Monday</p> <p>8:00 AM – 9:30 AM Desk Time</p> <p>10:00 AM – 11:00 AM Meeting w/ Legacy Health & Mayor Wheeler’s Office</p> <p>11:30 AM – 3:00 PM Office & Internal Staff Meetings</p> <p>3:00 PM – 4:00 PM Meeting w/ Commissioner Rubio</p>