

**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.

Week of August 1 – August 4, 2023

Monday	Tuesday	Wednesday	Thursday	Friday
	<p align="center">8:00 AM – 11:00 AM Office & Internal Staff Meetings</p> <p align="center">11:00 AM – 12:00 PM Meeting w/ Venture Portland</p> <p align="center">1:00 PM – 1:30 PM Bi-Monthly Check-In w/ Mayor Wheeler’s Office</p> <p align="center">2:00 PM – 2:45 PM Monthly Check in w/ Commissioner Gonzalez</p> <p align="center">3:00 PM – 4:00 PM Office</p> <p align="center">4:00 PM – 4:30 PM Bureau Directors Meeting</p> <p align="center">4:30 PM – 5:00 PM Office</p>	<p align="center">8:00 AM – 3:00 PM Office & Internal Staff Meetings</p> <p align="center">3:00 PM – 5:00 PM Personal Appointment</p>	<p align="center">8:00 AM – 9:00 AM Individual Telephone Calls w/ Chair Cruz, Nolan Lienhart & Donnie Oliveira</p> <p align="center">9:00 AM – 11:00 AM East Portland Tax Increment Finance Exploration Steering Committee</p> <p align="center">11:30 AM – 1:00 PM Bureau Directors Meeting</p> <p align="center">1:00 PM – 2:00 PM Office</p> <p align="center">2:00 PM – 3:00 PM Monthly Check-In w/ Bureau Planning & Sustainability</p> <p align="center">3:00 PM – 5:00 PM Office & Internal Staff Meeting</p>	<p align="center">8:00 AM – 9:00 AM Office</p> <p align="center">9:00 AM – 10:30 AM Meeting w/ ECONorthwest</p> <p align="center">10:30 AM – 11:00 AM Office</p> <p align="center">11:00 AM – 12:00 PM Meeting w/ ECONorthwest/Portland Metro Chamber & Oregon Business Council</p> <p align="center">12:30 PM – 1:30 PM Private Appointment</p> <p align="center">1:30 PM – 3:00 PM Office</p> <p align="center">2:00 PM – 2:30 PM Meeting w/ Commissioner Rubio’s Office/Directors Esau, Oliveira & Rogers</p> <p align="center">3:00 PM – 5:00 PM Out of Office</p>

Week August 7 – August 11, 2023

Monday	Tuesday	Wednesday	Thursday	Friday
<p align="center">8:30 AM – 9:30 AM Office & Internal Staff Meetings</p> <p align="center">9:30 AM – 10:00 AM Weekly Meeting w/ Commissioner Rubio Staff</p> <p align="center">10:00 AM – 10:30 AM Office</p> <p align="center">10:30 AM – 11:00 AM Meeting w/ Mourad Ratbi & Sonia Schmanski</p> <p align="center">11:00 AM – 12:00 PM Internal Staff Meeting</p> <p align="center">12:00 PM – 1:00 PM Meeting w/ Mayor Wheeler & Commissioner Rubio Staff</p> <p align="center">1:00 PM – 4:00 PM Office & Internal Staff Meetings</p>	<p align="center">8:30 AM – 11:00 AM Office & Internal Staff Meetings</p> <p align="center">11:00 AM – 11:45 AM Meeting w/ ECONorthwest and Mayor Wheeler’s Office</p> <p align="center">1:00 PM – 2:30 PM Watch Command Briefing and Discussion</p> <p align="center">2:30 PM – 3:00 PM MEET: Directors’ Cabinet</p> <p align="center">3:00 PM – 4:00 PM Internal Staff Meeting</p>	<p align="center">8:00 AM – 8:30 AM Office</p> <p align="center">8:30 AM – 9:00 AM Meeting w/ Mike Jordan</p> <p align="center">9:00 AM – 11:30 AM Office & Internal Staff Meetings</p> <p align="center">12:00 PM – 1:00 PM Press Event: “Every Wednesday”</p> <p align="center">1:30 PM – 2:00 PM Internal Staff Meeting</p> <p align="center">2:00 PM – 2:30 PM Individual Telephone Calls w/ Christina Ghan, Andrew Fitzgerald & Angela Rico</p> <p align="center">2:30 PM – 3:00 PM Meeting w/ Mayor Wheeler and Commissioner Rubio Staff</p> <p align="center">3:00 PM – 5:00 PM Office & Internal Staff Meetings</p>	<p align="center">8:00 AM – 9:00 AM Internal Staff Meetings</p> <p align="center">9:00 AM – 9:30 AM Telephone Call w/ Michi Slick</p> <p align="center">9:30 AM – 10:00 AM Internal Staff Meeting</p> <p align="center">10:00 AM – 10:30 AM Weekly Meeting w/ Commissioner Rubio</p> <p align="center">10:30 AM – 1:00 PM Office & Internal Staff Meeting</p> <p align="center">1:00 PM – 2:00 PM Meeting w/ Chair Cruz</p> <p align="center">2:00 PM – 3:00 PM Meeting w/ Tory Campbell</p> <p align="center">3:00 PM – 4:30 PM Office & Internal Staff Meetings</p>	<p align="center">8:00 AM – 10:30 AM Office & Internal Staff Meetings</p> <p align="center">10:30 AM – 11:00 AM Meeting w/ Bobby Lee</p> <p align="center">11:00 AM – 12:00 PM Meeting w/ ECONorthwest/Portland Metro Chamber & Oregon Business Council</p> <p align="center">12:00 PM – 12:30 PM Meeting w/ Travel Portland</p> <p align="center">12:00 PM – 1:00 PM Office of Government Relations Check In</p> <p align="center">1:30 PM – 2:00 PM Telephone Call w/ Sam Rodriguez</p> <p align="center">2:00 PM – 2:30 PM Meeting w/ Commissioner Rubio’s Office/Directors Esau, Oliveira & Rogers</p> <p align="center">2:30 PM – 5:00 PM Office</p>