

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 December 11 – December 15, 2023

Monday	Tuesday	Wednesday	Thursday	Friday
<p align="center">8:30 AM – 1:30 PM 2023 Leadership Summit</p> <p align="center">1:30 PM – 4:30 PM Internal Staff Meeting</p> <p align="center">4:30 PM – 5:00 Meeting w/ Jimmy Radosta</p>	<p align="center">8:00 AM – 9:00 AM Commissioner Briefing w/ Chair Cruz & Commissioner Stoudamire Wesley</p> <p align="center">9:00 AM – 10:00 AM Meeting w/ Amtrack</p> <p align="center">10:00 AM – 10:30 AM Internal Staff Meeting</p> <p align="center">10:30 AM – 11:30 AM Commissioner Briefing w/ Commissioner Slick</p> <p align="center">11:50 AM – 12:45 PM Attend: Radiance Mural Unveiling</p> <p align="center">1:00 PM – 2:00 PM Commissioner Briefing w/ Commissioner Alvarez & Commissioner Myers</p> <p align="center">2:00 PM – 2:30 PM Internal Staff Meeting</p> <p align="center">3:00 PM – 3:45 PM Bi-Monthly Check-In w/ Commissioner Ryan</p> <p align="center">4:00 PM – 5:00PM Office</p>	<p align="center">6:00 AM – 8:30 AM Desk Time</p> <p align="center">8:30 AM – 12:00 PM Internal Staff Meetings</p> <p align="center">12:00 PM – 1:30 PM Portland Metro Chamber Board Meeting</p> <p align="center">1:30 PM – 2:00 PM Office</p> <p align="center">2:00 PM – 3:00 PM Central City Tax Increment Finance Business Recruitment/Retention Subcommittee</p> <p align="center">3:00 PM – 6:00 PM Board of Commissioners Meeting</p>	<p align="center">8:00 AM – 9:30 AM Desk Time</p> <p align="center">10:00 AM – 10:45 AM Weekly Meeting w/ Commissioner Rubio</p> <p align="center">11:00 AM – 11:30 AM Monthly Meeting w/ Commissioner Gonzalez</p> <p align="center">12:00 PM – 1:00 PM Internal Staff Meeting</p> <p align="center">1:00 PM – 3:00 PM Speak: Native American Youth and Family Center 42nd Office Grand Opening</p> <p align="center">3:00 PM – 4:30 PM Office & Internal Staff Meeting</p>	<p align="center">8:00 AM – 9:00 AM Internal Staff Meeting</p> <p align="center">9:00 AM – 9:30 AM Weekly Meeting w/ Commissioner Rubio’s Office & Directors Buonocore, Kuhnhausen, & Oliveira</p> <p align="center">9:30 AM – 10:00 AM Office</p> <p align="center">10:00 AM – 11:30 AM Meeting w/ Directors Buonocore, Kuhnhausen, & Oliveira & Office Management & Finance</p> <p align="center">12:00 PM – 12:30 PM Meeting w/ Commissioner Rubio’s Office & Karl Lisle</p> <p align="center">12:30 PM – 1:30 PM Meeting w/ Bureau Directors Long, Lu, Oliveira, Solmer, Williams & Uchiyama</p> <p align="center">1:30 PM – 3:30 PM Internal Staff Meetings</p>

Week December 18 – December 22, 2023

Monday	Tuesday	Wednesday	Thursday	Friday
<p align="center">8:30 AM – 9:30 AM Internal Staff Meeting</p> <p align="center">9:30 AM – 10:00 AM Weekly Meeting w/ Commissioner Rubio</p> <p align="center">11:00 AM – 5:00 PM Out of Office</p>	<p align="center">8:00 AM – 9:00 AM Office</p> <p align="center">9:00 AM – 1:00 PM Office & Internal Staff Meetings</p> <p align="center">1:00 PM – 1:30 PM Meeting w/ Bryon Beck</p> <p align="center">1:30 PM – 3:00 PM Office & Internal Staff Meetings</p> <p align="center">3:00 PM – 4:00 PM Monthly Meeting w/ Portland Housing Bureau</p>	<p align="center">8:00 AM – 8:30 AM Office</p> <p align="center">8:30 AM – 9:00 AM Monthly Check-In w/ Mike Jordan</p> <p align="center">9:00 AM – 12:30 PM Internal Staff Meetings</p> <p align="center">12:15 PM – 1:15 PM Lunch w/ Oscar Arena</p> <p align="center">1:15 PM – 2:00 PM Office</p> <p align="center">2:00 PM – 2:30 PM Bi-Monthly Check-In w/ Mayor Wheeler’s Office</p> <p align="center">3:00 PM – 5:00 PM Out of Office</p>	<p align="center">Vacation</p>	<p align="center">Vacation</p>