

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 March 18 – March 22, 2024

Friday/Monday	Tuesday	Wednesday	Thursday	Friday
8:00 AM – 9:00 AM Meeting w/ Workplace Change 9:00 AM – 9:30 AM Telephone Call w/ Millicent Williams 9:30 AM – 10:00 AM Weekly Check-In w/ Commissioner Rubio’s Office 10:00 AM – 11:00 AM Meeting w/ Portland Housing Bureau 11:00 AM – 11:30 AM Meeting w/ Workplace Change 11:30 AM – 12:30 PM Monthly Check-In Portland Housing Bureau 12:30 PM – 2:00 PM Office & Internal Staff Meeting 2:00 PM – 4:00 PM East Portland Tax Increment Finance Exploration Steering Committee	8:00 AM – 10:00 AM Office & Internal Staff Meeting 10:00 AM – 12:00 PM Central City Tax Increment Finance Steering Committee 12:00 PM – 3:00 PM Internal Staff Meetings 3:00 PM – 3:30 PM Meeting w/ Commissioner Rubio’s Office 3:30 PM – 4:00 PM Office 4:00 PM – 4:30 PM Executive Leadership Team	8:30 AM – 9:30 AM Meeting w/ Directors Ahmed & Williams 9:00 AM – 12:30 PM Internal Staff Meetings 1:00 PM – 3:00 PM Private Appointment 3:15 PM – 4:00 PM Internal Staff meeting 4:00 PM – 5:00 PM Meeting w/ Tom Rinehart	9:00 AM – 4:30 PM Staff Training	8:00 AM – 8:45 AM Office 8:45 AM – 10:30 AM Weekly Meeting w/ Commissioner Rubio 10:30 AM – 12:00 PM Office Private Appointment 12:00 PM – 5:00 PM Vacation

Week March 25 – March 29, 2024

Monday	Tuesday	Wednesday	Thursday	Friday
Vacation	Vacation	Vacation	Vacation	Vacation