

**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 26 – August 30, 2024**

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
8:00 AM – 8:30 AM Office	8:30 AM – 9:00 AM Telephone Call w/ Corky Collier	8:00 AM – 8:30 AM Meeting w/ Helmi Hisserich	8:00 AM – 9:30 AM Office	7:30 AM – 8:45 AM Meeting w/ Chair Cruz & Donnie Oliveira
8:30 AM – 9:30 AM Commissioner Briefing w/ Chair Cruz	9:00 AM – 12:00 PM Internal Staff Meetings	8:30 AM – 9:00 AM Meeting w/ Mayor Wheeler’s Office	9:30 AM – 10:30 AM Meeting w/ Commissioner Mapps	9:00 AM – 3:30 PM Office & Internal Staff Meeting
9:30 AM – 10:00 AM Weekly Meeting w/ Deputy City Administrator	12:00 PM – 1:00 PM Lunch w/ Chair Cruz, Monique Claiborne & Andrew Fitzpatrick	8:30 AM – 9:45 AM Staff Meetings	10:30 AM – 11:30 AM Office & Internal Staff Meeting	3:30 PM – 4:30 PM Monthly Check-In w/ Bureau Planning & Sustainability
10:00 AM – 11:00 AM Internal Staff Meetings	1:30 PM – 3:30 PM Internal Staff Meetings	10:15 AM – 12:00 PM Meeting w/ Williams & Russell CDC & Legacy Health Systems	11:30 AM – 12:00 PM Meeting w/ Commissioner Mapps	
11:00 AM – 12:00 PM Commissioner Briefing w/ Commissioner Alvarez & Commissioner Slick	4:00 PM – 6:30 PM Port of Portland Customer Reception and Keith Leavitt Farewell	12:00 PM – 1:30 PM Attend: Skunkworks at North Star	12:15 PM – 12:45 PM Internal Staff Meeting	
12:00 PM – 1:00 PM Office		2:00 PM – 7:00 PM Board of Commissioners Meeting	12:45 PM – 1:00 PM Weekly Check-In w/ Commissioner Rubio	
1:00 PM – 2:00 PM Meeting w/ Related			1:00 PM – 4:30 PM Internal Staff Meeting	
2:00 PM – 4:00 PM Internal Staff Meetings				
4:00 PM – 5:00 PM Weekly Meeting w/ Donnie Oliveira				