

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 September 16– September 20, 2024

Monday	Tuesday	Wednesday	Thursday	Friday
8:00 AM – 8:30 AM Office	8:00 AM – 9:30 AM Internal Staff Meetings	8:00 AM – 11:30 AM Office & Internal Staff Meetings	8:00 AM – 11:30 AM Office & Internal Staff Meetings	8:00 AM – 9:30 AM Office & Internal Staff Meetings
8:30 AM – 9:30 AM Commissioner Briefing w/ Commissioner Stoudamire Wesley & Commissioner Alvarez	10:00 AM – 11:00 AM Board of Multnomah County Commissioner Meeting	11:30 AM – 1:00 PM Greater Portland Inc. Monthly Board Meeting	11:30 AM – 12:00 PM K. Branam, D. Oliveira 1:1 weekly	10:00 AM – 11:00 AM Meeting w/ Teresa Carr
9:30 AM – 10:00 AM Meeting w/ Deputy City Administrator & Directors	11:00 AM – 12:00 PM Meeting w/ City Council Chiefs of Staff	1:00 PM – 3:00 PM Office & Internal Staff Meeting	12:00 PM – 1:00 PM Internal Staff Meeting	11:30 AM – 1:00 PM Office & Internal Staff Meeting
10:00 AM – 11:00 AM Internal Staff Meeting	12:00 PM – 12:30 PM Meeting w/ Sara Morrissey	3:00 PM – 8:00 PM Board of Commissioners Meeting	1:00 PM – 2:00 PM Meeting w/ ECONorthwest	1:00 PM – 1:30 PM Meeting w/ J. Biery, and D. Oliveira
11:00 AM – 12:00 PM Commissioner Briefing w/ Chair Cruz	1:00 PM – 3:30 PM Private Appointment		2:00 PM – 3:00 PM Internal Staff Meeting	2:00 PM – 3:30 PM Private Appointment
11:30 AM – 12:30 PM Meeting w/ Commissioner Meieran	3:30 PM – 5:00 PM Internal Staff Meetings		3:00 PM – 6:00 PM City Council Hearing	3:30 PM – 5:00 PM Office
12:30 PM – 4:30 PM Office & Internal Staff Meeting				5:30 PM – 9:00 PM Attend: Noche Bella

Week September 23 – September 27, 2024

Monday	Tuesday	Wednesday	Thursday	Friday
8:00 AM – 9:30 AM Office & Internal Staff Meeting	8:00 AM – 11:00 AM Greater Portland Inc., Economic Summit	8:00 AM – 4:30 PM Internal Staff Meetings	Out of Office	Out of Office
9:30 AM – 10:00 AM Meeting w/ Deputy City Administrator & Directors	11:00 AM – 1:00 PM Internal Staff Meeting			
10:00 AM – 12:00 PM Internal Staff Meetings	1:00 PM – 1:30 PM Bi-Monthly Check-in w/ Mayor Wheeler's Office			
12:00 PM – 1:00 PM Lunch w/ Andrew Fitzpatrick	1:30 PM – 5:00 PM Internal Staff Meetings			
1:00 PM – 2:00 PM Internal Staff Meetings				
2:00 PM – 3:00 PM Monthly Check-In w/ Portland Housing Bureau				
3:00 PM – 4:00 PM Monthly Check-In w/ Bureau Planning & Sustainability				
4:00 PM – 5:00 PM Weekly Meeting w/ Donnie Oliveira				