PROSPER PORTLAND

Executive Director Calendar

These weekly calendars represent Interim Executive Director Shea Flaherty-Betin's regular schedule of meetings plus any additional special meetings. The Director is often double-booked, and their calendar may change on short notice.

Week of September 30 – October 4, 2024

Monday	Tuesday	Wednesday	Thursday	Friday
	8:30 AM – 2:00 PM Office & Internal Staff Meetings 2:00 PM – 2:30 PM MEET: Commissioner Gonzalez 2:30 PM – 5:00 PM Office	8:45 AM – 11:00 AM Office & Internal Staff Meetings 11:00 AM – 12:00 PM Meeting w/ Kathy Hyzy 1:00 PM – 4:30 PM Office & Internal Staff Meetings 4:30 PM – 7:00 PM Attend: Livelihood NW - Women's Biz Center, Grand Opening & Annual Small Biz Awards	8:30 AM – 11:00 AM Office & Internal Staff Meetings 11:00 AM – 12:30 PM Planning & Development Directors Meeting 12:30 PM – 1:00 PM Telephone Call w/ Malia Spencer 1:00 PM – 3:30 PM Office 3:30 PM – 5:00 PM Privat Appointment	9:00 AM – 10:00 AM Internal Staff Meeting 10:30 AM –1:00 PM Attend: Built Fest 1:00 PM – 1:30 PM Briefing w/ Commissioner Slick 1:30 PM – 4:00 PM Office & Internal Staff Meetings

Week October 7 – October 11, 2024

Monday	Tuesday	Wednesday	Thursday	Friday/Saturday
8:30 AM – 9:00 AM Briefing w/ Commissioner Hagins & Commissioner Stoudamire Wesley 9:00 AM – 9:30 AM Briefing w/ Chair Cruz & Commissioner Alvarez 9:30 AM – 10:00 AM Meeting w/ Deputy City Administrator Oliveira 12:00 PM – 12:30 PM Meeting w/ Julie Ocken 1:00 PM – 1:30 PM Internal Staff Meeting 2:00 PM – 3:00 PM Meeting w/ Commissioner Ryan 3:30 PM – 4:30 PM Internal Staff Meeting 4:30 PM – 5:30 PM Meeting w/ Portland Diamond Project	8:00 AM – 5:30 PM Northwest Public Employee Diversity Conference 9:00 AM – 9:45 AM Meeting w/ Sam Chase 2:30 PM – 5:00 PM Latino Founders Accelerator Showcase Open House	9:00 AM – 12:00 PM Office & Internal Staff Meetings 12:00 PM – 1:30 PM Portland Metro Chamber Board Meeting 1:30 PM – 3:00 PM Office & Internal Staff Meetings 3:00 PM – 5:00 PM Board of Commissioners Meeting 4:30 PM – 6:30 PM Meet and Greet with Krismin Inocentes Bell	8:30 AM – 11:30 AM Office & Internal Staff Meetings 11:30 AM – 1:00 PM Monthly Executive Leadership Team 1:00 PM – 5:00 PM Office & Internal Staff Meetings 5:30 PM – 7:00 PM Attend: Pitch Latino 7:30 PM – 9:00 PM Attend: Northwest Native Chamber, The Gathering	8:00 AM – 9:30 AM Portland Metro Workforce Development Board Annual Meeting 9:30 AM – 11:30 AM Personnel Interviews 11:45 AM – 1:15 PM Lunch w/ Don Krahmer, Jr. 1:30 PM – 5:00 PM Office & Internal Staff Meetings