

**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 February 17 – February 21, 2025**

Monday	Tuesday	Wednesday	Thursday	Friday
Holiday	8:00 AM – 10:00 AM Office  10:00 AM – 10:30 AM Telephone Call w/ Eric Noll (PSU)  10:30 AM – 4:00 PM Office & Internal Staff Training  4:00 PM – 5:00 PM Meeting w/ Community Economic Development Service Area	8:30 AM – 11:00 AM Internal Staff Meetings  11:15 AM – 12:00 PM  Weekly Check-In w/ Deputy City Administrator Oliveira  12:00 PM – 2:00 PM Internal Staff Meeting  2:00 PM – 2:30 PM Meeting w/ Mike Thelin  2:30 PM – 3:00 PM Meeting w/ Portland Bureau of Transportation  3:00 PM – 5:30 PM Personal Appointment	8:30 AM – 10:30 AM Attend: Breakfast Forum: 2025 State of the Economy  11:00 AM – 12:00 PM Meeting w/ Sonia Schmanski  12:30 PM – 1:00 PM Office  1:15 PM – 1:45 PM Meeting w/ Korn Ferry  2:00 PM – 5:00 PM Office & Internal Staff Meetings	8:30 AM – 9:00 PM Office  9:00 AM – 10:00 AM Monthly Meeting w/ Community Economic Development & Office Government Relations  10:00 AM – 11:00 AM Internal Staff Meeting  11:00 AM – 12:00 PM Meeting w/ Chair Cruz  12:00 PM – 5:00 PM Office & Internal Staff Meetings

**Week February 24 – February 28, 2025**

Monday	Tuesday	Wednesday	Thursday	Friday
9:00 AM – 9:45 AM Coffee w/ Angel Medina  10:00 AM – 10:45 AM Internal Staff Meeting  10:45 AM – 1:00 PM Office  1:00 PM – 1:30 PM Meeting w/ Community Economic Development Service Area  1:30 PM – 3:00 PM Office & Internal Staff Meeting  3:00 PM – 4:00 PM Monthly Meeting w/ Bureau Planning Sustainability  4:00 PM – 5:00 PM Weekly Check-In w/ Deputy City Administrator Oliveira	9:30 AM – 11:30 AM Attend: Arts & Economy Committee  1:00 PM – 2:00 PM Meeting w/ Portland State University  2:30 PM – 3:30 PM Meeting w/ Councilor Avalos  4:00 PM – 5:00 PM Meeting w/ Community Economic Development Service Area	8:30 AM – 1:00 PM Office & Internal Staff Meetings  1:00 PM – 2:00 PM Meeting w/ Korn Ferry  2:00 PM – 3:00 PM Black History Month Pop-Up Museum  4:00 PM – 5:00 PM Internal Staff Meeting	8:00 AM – 4:00 PM Office & Internal Staff Training  4:30 PM – 5:30 PM Meeting w/ Chair Cruz & Portland Metro Chamber	9:15 AM – 10:00 AM Tour: Portland Youth Builders  10:30 AM – 11:00 AM Meeting w/ City of Portland  11:00 AM – 1:30 PM Office & Internal Staff Meeting  2:00 PM – 4:00 PM Attend: Williams & Russell Groundbreaking  5:00 PM – 6:30 PM Desk