**October 25, 2021**

**8:30AM - 10:00AM**

**Meeting Goals**:

* Provide information on efforts to support Portland businesses and workers
* Define Phase 2 of Business Success and Job Creation Action Table Workplan
* Other items

**AGENDA**

1. **Welcome & Agenda Review (10 min)**
   1. *Seraphie Allen, Mayor’s Office*
      1. *Review Work Plan*
2. **Information sharing and updates (15 min)**
3. *Shawn Ulhman, Prosper Portland, Holiday Shopping Campaign*
4. *Mayor’s Office, Fall BMP funding priorities*
5. **Breakouts: (25, 15 min)** 
   1. Fall BMP feedback
   2. Holiday Campaign Call to Action
6. **Report Out & Emerging Collaborations (15 min)**

**Action Table Leaders**:

Action Table Co-Chairs:

* Monique Claiborne, President & CEO of Greater Portland Inc.
* Peter Andrews, VP of Brokerage at Melvin Mark

Office of Mayor Ted Wheeler:

* Sam Adams, Director of Strategic Innovations
* Khanh Tran, Director of Business and Economic Development
* Seraphie Allen, Director of Jobs, Housing, and Economic Equity

Office of Commissioner Dan Ryan

* Kellie Torres, Chief of Staff

Office of Commissioner Jo Ann Hardesty

* Derek Bradley, Policy Director

Office of Commissioner Carmen Rubio

* Mona Swartz, Senior Policy Advisor

Office of Commissioner Mingus Mapps

* Katie Myers, Chief of Staff
* Shannon Carney, Senior Policy Advisor

Worksystems Inc.

* Andrew McGough, Director
* Patrick Gihring, Chief Program Officer

City Bureaus:

* Kimberly Branam, Executive Director of Prosper Portland
* Rebecca Esau, Director of Bureau of Development Services
* Justin Douglas, Prosper Portland
* Art Pearce, Portland Bureau of Transportation