

**To:** Getto, Leila[leila\_getto@ios.doi.gov]  
**Cc:** Meghan Keelean[mkeelea@unbridled.com]  
**From:** Rachel Shupe  
**Sent:** 2018-07-03T10:11:51-04:00  
**Importance:** Normal  
**Subject:** RE: [EXTERNAL] RE: WGA  
**Received:** 2018-07-03T10:12:04-04:00

Hi Leila,

Thank you for your email! It looks like the room was charged for the group rate as opposed to the per diem rate of \$148.00. I have reached out to the hotel to see if they can honor this for his suite. I apologize for any confusion and I will follow up with you once I have an answer.

Please let me know if you need anything else from me in the meantime!

Best,

**Rachel Shupe**  
Meeting Coordinator  
Western Governors' Association  
720-897-4547  
meetings@westgov.org

**From:** Getto, Leila [mailto:leila\_getto@ios.doi.gov]  
**Sent:** Monday, July 02, 2018 3:15 PM  
**To:** Rachel Shupe <meetings@westgov.org>  
**Cc:** Meghan Keelean <mkeelea@unbridled.com>  
**Subject:** Re: [EXTERNAL] RE: WGA

Hi Rachel! I'm sorry to bother you again. For some reason the hotel charged the Secretary \$155 for his hotel room versus \$148. Do you mind sharing with my your hotel contact so I can get the bills fixed? I greatly appreciate your time and help. Thanks! Leila

*Leila Getto*  
*U.S. Department of the Interior*  
*Immediate Office of the Secretary*  
*Deputy Director, Scheduling and Advance*  
*Direct: 202-208-5359*  
*Main: 202-208-7551*  
*Cell: 202-706-9435*  
*Email: [leila\\_getto@ios.doi.gov](mailto:leila_getto@ios.doi.gov)*

On Tue, Jun 19, 2018 at 6:24 PM, Rachel Shupe <[meetings@westgov.org](mailto:meetings@westgov.org)> wrote:  
Hi Leila,

Please see below in red. I was able to confirm all of your staff at the Holiday Inn.

Thank you and we look forward to seeing you in Rapid City!

Best,

**Rachel Shupe**

Meeting Coordinator

Western Governors' Association

720-897-4547

meetings@westgov.org

**From:** Getto, Leila [mailto:[leila\\_getto@ios.doi.gov](mailto:leila_getto@ios.doi.gov)]

**Sent:** Tuesday, June 19, 2018 2:40 PM

**To:** Rachel Shupe <[meetings@westgov.org](mailto:meetings@westgov.org)>

**Cc:** Meghan Keelean <[mkeelea@unbridled.com](mailto:mkeelea@unbridled.com)>

**Subject:** Re: [EXTERNAL] RE: WGA

Hi Rachel!

Sorry to be a pain but any chance we can have Downey Magallanes at the Holiday Inn and move Alex to the Hotel Alex Johnson?

And can we get one more room at Hotel Alex Johnson for - Holly Lane

Here's the updated list:

#### **Holiday Inn**

Check in June 23 and Check out June 26th

(b) (6), (b) (7)(C) - Security Advance confirmed

Check in June 24 and Check out June 26th

Downey Magallanes - Deputy Chief of Staff confirmed

Check in June 25 and Check out June 26th

Secretary Ryan Zinke confirmed

(b) (6), (b) (7)(C) - Security confirmed

#### **Hotel Alex Johnson**

Check in June 23 and Check out June 26th

Holly Lane - Staff Advance confirmed at Holiday Inn

Alex Sterhan - Staff Advance confirmed at Holiday Inn

Check in June 24 and Check out June 26th

Heather Swift - Press Secretary confirmed at Holiday Inn

And do you mind confirming all the rooms are at the federal government rate of \$148 per night (or less)? Yes, they will be at the \$148.00 rate.

Thank you!

Leila

*Leila Sepehri Getto*  
*U.S. Department of the Interior*  
*Immediate Office of the Secretary*  
*Deputy Director, Scheduling and Advance*  
*Direct: 202-208-5359*  
*Cell: 202-706-9435*  
*Email: [leila\\_getto@ios.doi.gov](mailto:leila_getto@ios.doi.gov)*

On Tue, Jun 19, 2018 at 2:58 PM, Rachel Shupe <[meetings@westgov.org](mailto:meetings@westgov.org)> wrote:  
Hi Leila,

I apologize for the delay in getting back to you. I have reserved the following for you:

(b) (6), (b) (7)(C) and Alex Sterhan (2 rooms) 6/23 - 6/26 at the Holiday Inn  
Secretary Ryan Zinke and Security (b) (6), (b) (7)(C) (2 rooms) 6/25 - 6/26 at the Holiday Inn  
Downey Magallanes - Deputy Chief of Staff and Heather Swift - Press Secretary (2 rooms) 6/24  
6/26 at the Hotel Alex Johnson (5 min walk from Holiday Inn)

Please let me know if there is anything else I can do to assist you further!

Best,

**Rachel Shupe**  
Meeting Coordinator  
Western Governors' Association  
720-897-4547  
[meetings@westgov.org](mailto:meetings@westgov.org)

**From:** Getto, Leila [mailto:[leila\\_getto@ios.doi.gov](mailto:leila_getto@ios.doi.gov)]  
**Sent:** Monday, June 18, 2018 9:55 AM  
**To:** Rachel Shupe <[meetings@westgov.org](mailto:meetings@westgov.org)>  
**Subject:** Re: [EXTERNAL] RE: WGA

Hi Meghan!

Here's a list of rooms needed ...

Check in June 23 and Check out June 26th  
(b) (6), (b) (7)(C) - Security Advance  
Alex Sterhan - Staff Advance

Check in June 24 and Check out June 26th  
Downey Magallanes - Deputy Chief of Staff

Heather Swift - Press Secretary

Check in June 25 and Check out June 26th

Secretary Ryan Zinke

(b) (6), (b) (7)(C) - Security

Thanks for your help!

Leila

*Leila Sepehri Getto*  
*U.S. Department of the Interior*  
*Immediate Office of the Secretary*  
*Deputy Director, Scheduling and Advance*  
*Direct: 202-208-5359*  
*Cell: 202-706-9435*  
*Email: [leila\\_getto@ios.doi.gov](mailto:leila_getto@ios.doi.gov)*

On Fri, Jun 15, 2018 at 1:07 PM, Rachel Shupe <[meetings@westgov.org](mailto:meetings@westgov.org)> wrote:

Hi Leila,

I'm checking on the availability of a government per diem rate and will get back to you. How many rooms and what nights do you need?

Thanks,

**Meghan Keelean, CMP**

Meeting Planner

[Western Governors' Association](#)

720-897-4552

[meghan@westgov.org](mailto:meghan@westgov.org)

**From:** Getto, Leila [mailto:[leila\\_getto@ios.doi.gov](mailto:leila_getto@ios.doi.gov)]

**Sent:** Thursday, June 14, 2018 4:59 PM

**To:** Rachel Shupe <[meetings@westgov.org](mailto:meetings@westgov.org)>

**Subject:** WGA

Hi Rachel!

By any chance do you have a block of rooms you're still holding for the WGA? I'm trying to find rooms at government rate for Secretary Zinke and his security detail and staff.

Thank you!

Leila

*Leila Sepehri Getto*  
*U.S. Department of the Interior*  
*Immediate Office of the Secretary*  
*Deputy Director, Scheduling and Advance*  
*Direct: 202-208-5359*  
*Cell: 202-706-9435*  
*Email: [leila\\_getto@ios.doi.gov](mailto:leila_getto@ios.doi.gov)*

**To:** Rachel Shupe[meetings@westgov.org]  
**Cc:** Meghan Keelean[mkeeelean@unbridled.com]; Timothy Nigborowicz[timothy\_nigborowicz@ios.doi.gov]  
**From:** Getto, Leila  
**Sent:** 2018-07-05T13:00:10-04:00  
**Importance:** Normal  
**Subject:** Re: [EXTERNAL] RE: WGA  
**Received:** 2018-07-05T13:00:57-04:00

Thank you so much! I greatly appreciate your time and help.

*Leila Getto*

*U.S. Department of the Interior*

*Immediate Office of the Secretary*

*Deputy Director, Scheduling and Advance*

*Direct: 202-208-5359*

*Main: 202-208-7551*

*Cell: 202-706-9435*

*Email: [leila\\_getto@ios.doi.gov](mailto:leila_getto@ios.doi.gov)*

On Tue, Jul 3, 2018 at 10:11 AM, Rachel Shupe <[meetings@westgov.org](mailto:meetings@westgov.org)> wrote:

Hi Leila,

Thank you for your email! It looks like the room was charged for the group rate as opposed to the per diem rate of \$148.00. I have reached out to the hotel to see if they can honor this for his suite. I apologize for any confusion and I will follow up with you once I have an answer.

Please let me know if you need anything else from me in the meantime!

Best,

**Rachel Shupe**

Meeting Coordinator

Western Governors' Association

720-897-4547

[meetings@westgov.org](mailto:meetings@westgov.org)

**From:** Getto, Leila [mailto:[leila\\_getto@ios.doi.gov](mailto:leila_getto@ios.doi.gov)]

**Sent:** Monday, July 02, 2018 3:15 PM

**To:** Rachel Shupe <[meetings@westgov.org](mailto:meetings@westgov.org)>

**Cc:** Meghan Keelean <[mkeelea@unbridled.com](mailto:mkeelea@unbridled.com)>

**Subject:** Re: [EXTERNAL] RE: WGA

Hi Rachel! I'm sorry to bother you again. For some reason the hotel charged the Secretary \$155 for his hotel room versus \$148. Do you mind sharing with my your hotel contact so I can get the bills fixed? I greatly appreciate your time and help. Thanks! Leila

*Leila Getto*

*U.S. Department of the Interior*

*Immediate Office of the Secretary*

*Deputy Director, Scheduling and Advance*

*Direct: 202-208-5359*

*Main: 202-208-7551*

*Cell: 202-706-9435*

*Email: [leila\\_getto@ios.doi.gov](mailto:leila_getto@ios.doi.gov)*

On Tue, Jun 19, 2018 at 6:24 PM, Rachel Shupe <[meetings@westgov.org](mailto:meetings@westgov.org)> wrote:

Hi Leila,

Please see below in red. I was able to confirm all of your staff at the Holiday Inn.

Thank you and we look forward to seeing you in Rapid City!

Best,

**Rachel Shupe**

Meeting Coordinator

Western Governors' Association

720-897-4547

[meetings@westgov.org](mailto:meetings@westgov.org)

**From:** Getto, Leila [mailto:[leila\\_getto@ios.doi.gov](mailto:leila_getto@ios.doi.gov)]  
**Sent:** Tuesday, June 19, 2018 2:40 PM  
**To:** Rachel Shupe <[meetings@westgov.org](mailto:meetings@westgov.org)>  
**Cc:** Meghan Keelean <[mkeelea@unbridled.com](mailto:mkeelea@unbridled.com)>  
**Subject:** Re: [EXTERNAL] RE: WGA

Hi Rachel!

Sorry to be a pain but any chance we can have Downey Magallanes at the Holiday Inn and move Alex to the Hotel Alex Johnson?

And can we get one more room at Hotel Alex Johnson for - Holly Lane

Here's the updated list:

**Holiday Inn**

Check in June 23 and Check out June 26th

 Security Advance confirmed

Check in June 24 and Check out June 26th

Downey Magallanes Deputy Chief of Staff confirmed

Check in June 25 and Check out June 26th

Secretary Ryan Zinke confirmed

(b) (6), (b) (7)(C) Security confirmed

**Hotel Alex Johnson**

Check in June 23 and Check out June 26th

Holly Lane Staff Advance confirmed at Holiday Inn

Alex Sterhan Staff Advance confirmed at Holiday Inn

Check in June 24 and Check out June 26th

Heather Swift Press Secretary confirmed at Holiday Inn

And do you mind confirming all the rooms are at the federal government rate of \$148 per night (or less)? Yes, they will be at the \$148.00 rate.

Thank you!

Leila

*Leila Sepehri Getto*

*U.S. Department of the Interior*

*Immediate Office of the Secretary*

*Deputy Director, Scheduling and Advance*

*Direct: 202-208-5359*


*Cell: 202-706-9435*


*Email: [leila\\_getto@ios.doi.gov](mailto:leila_getto@ios.doi.gov)*

On Tue, Jun 19, 2018 at 2:58 PM, Rachel Shupe <[meetings@westgov.org](mailto:meetings@westgov.org)> wrote:

Hi Leila,

I apologize for the delay in getting back to you. I have reserved the following for you:

 and Alex Sterhan (2 rooms) 6/23 - 6/26 at the Holiday Inn

Secretary Ryan Zinke and Security  (2 rooms) 6/25 - 6/26 at the Holiday Inn

Downey Magallanes - Deputy Chief of Staff and Heather Swift - Press Secretary (2 rooms) 6/24 - 6/26 at the Hotel Alex Johnson (5 min walk from Holiday Inn)

Please let me know if there is anything else I can do to assist you further!

Best,

**Rachel Shupe**

Meeting Coordinator

Western Governors' Association

720-897-4547

[meetings@westgov.org](mailto:meetings@westgov.org)

**From:** Getto, Leila [mailto:[leila\\_getto@ios.doi.gov](mailto:leila_getto@ios.doi.gov)]

**Sent:** Monday, June 18, 2018 9:55 AM

**To:** Rachel Shupe <[meetings@westgov.org](mailto:meetings@westgov.org)>

**Subject:** Re: [EXTERNAL] RE: WGA

Hi Meghan!

Here's a list of rooms needed ...

Check in June 23 and Check out June 26th

(b) (6), (b) (7)(C) - Security Advance

Alex Sterhan - Staff Advance

Check in June 24 and Check out June 26th

Downey Magallanes - Deputy Chief of Staff

Heather Swift - Press Secretary

Check in June 25 and Check out June 26th

Secretary Ryan Zinke

(b) (6), (b) (7)(C) - Security

Thanks for your help!

Leila

*Leila Sepehri Getto*

*U.S. Department of the Interior*

*Immediate Office of the Secretary*

*Deputy Director, Scheduling and Advance*

*Direct: 202-208-5359*

Cell: 202-706-9435

Email: [leila\\_getto@ios.doi.gov](mailto:leila_getto@ios.doi.gov)

On Fri, Jun 15, 2018 at 1:07 PM, Rachel Shupe <[meetings@westgov.org](mailto:meetings@westgov.org)> wrote:

Hi Leila,

I'm checking on the availability of a government per diem rate and will get back to you.  
How many rooms and what nights do you need?

Thanks,

**Meghan Keelean, CMP**

Meeting Planner

Western Governors' Association

720-897-4552

[meghan@westgov.org](mailto:meghan@westgov.org)

**From:** Getto, Leila [mailto:[leila\\_getto@ios.doi.gov](mailto:leila_getto@ios.doi.gov)]

**Sent:** Thursday, June 14, 2018 4:59 PM

**To:** Rachel Shupe <[meetings@westgov.org](mailto:meetings@westgov.org)>

**Subject:** WGA

Hi Rachel!

By any chance do you have a block of rooms you're still holding for the WGA? I'm trying to find rooms at government rate for Secretary Zinke and his security detail and staff.

Thank you!

Leila

*Leila Sepehri Getto*

*U.S. Department of the Interior*

*Immediate Office of the Secretary*

*Deputy Director, Scheduling and Advance*

*Direct: 202-208-5359*

*Cell: 202-706-9435*

*Email: [leila\\_getto@ios.doi.gov](mailto:leila_getto@ios.doi.gov)*