

From: Erdel (Hinman), Alyssa
Sent: Mon, 7 Apr 2025 13:50:09 +0000
To: LaRotonda, Nick (OST)
Cc: Matesic, Hannah (OST)
Subject: Re: House Republican Conference: Invitation to Secretary Duffy for the Meet the Cabinet Series
Attachments: image001.png

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Will you be arriving with the secretary or before?

On Apr 7, 2025, at 9:32 AM, LaRotonda, Nick (OST) <nicholas.larotonda@dot.gov> wrote:

Good morning Alyssa,

We are looking forward to tomorrow. Please let me know if there is anything else you need from me. Thank you for your help!

From: Erdel (Hinman), Alyssa <Alyssa.Erdel@mail.house.gov>
Sent: Thursday, April 3, 2025 2:05:16 PM
To: LaRotonda, Nick (OST) <nicholas.larotonda@dot.gov>
Cc: Matesic, Hannah (OST) <hannah.matesic@dot.gov>
Subject: RE: House Republican Conference: Invitation to Secretary Duffy for the Meet the Cabinet Series

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Hi Nick – below is a quick run of show for Tuesday. Happy to adjust, as necessary. We currently have just over 100 RSVPs. Will he leave after or is he staying on the Hill?

8:15 AM – Secretary Duffy arrives at House Carriage and is escorted to the Conference meeting in HC-5.
8:20 AM – Secretary Duffy poses for a photo with Chairwoman McClain and possibly other members.
8:28 AM – Secretary Duffy is introduced by a member of the T&I Committee.
8:30 AM – Secretary Duffy delivers remarks.
8:40 AM – GOP Conference members begin asking questions at the mic, with Chairwoman McClain announcing each member at the mic.
9:00 AM – The session concludes, and Secretary Duffy exits HC-5.

From: Erdel (Hinman), Alyssa
Sent: Monday, March 24, 2025 1:15 PM

To: 'LaRotonda, Nick (OST)' <nicholas.larotonda@dot.gov>

Subject: RE: House Republican Conference: Invitation to Secretary Duffy for the Meet the Cabinet Series

Thank you! I am free for the next hour today or after 5! It should not take long. My number is

(b)(6)

From: LaRotonda, Nick (OST) <nicholas.larotonda@dot.gov>

Sent: Monday, March 24, 2025 10:13 AM

To: Erdel (Hinman), Alyssa <Alyssa.Erdel@mail.house.gov>

Subject: RE: House Republican Conference: Invitation to Secretary Duffy for the Meet the Cabinet Series

Good Morning Alyssa,

Just following back up.

Thank you,

Nick LaRotonda

Director of Advance

Office of Secretary of Transportation

U.S. Department of Transportation

E-mail – Nicholas.LaRotonda@dot.gov

Cell – (b)(6)

<image001.png>

From: LaRotonda, Nick (OST) <nicholas.larotonda@dot.gov>

Sent: Friday, March 21, 2025 3:58 PM

To: Erdel (Hinman), Alyssa <Alyssa.Erdel@mail.house.gov>

Subject: Re: House Republican Conference: Invitation to Secretary Duffy for the Meet the Cabinet Series

Good Afternoon,

Does Monday afternoon work for you?

From: Erdel (Hinman), Alyssa <Alyssa.Erdel@mail.house.gov>

Sent: Friday, March 21, 2025 3:35:50 PM

To: LaRotonda, Nick (OST) <nicholas.larotonda@dot.gov>; Morrison, Monica (OST)

<monica.morrison@dot.gov>; Fitzpatrick, Sydney (OST) <sydney.fitzpatrick@dot.gov>; Matesic, Hannah (OST) <hannah.matesic@dot.gov>; Hawatmeh, Nick <Nick.Hawatmeh@mail.house.gov>

Cc: Scheduling <scheduling@dot.gov>

Subject: RE: House Republican Conference: Invitation to Secretary Duffy for the Meet the Cabinet Series

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Nick – Let me know when you want to connect on this.

From: LaRotonda, Nick (OST) <nicholas.larotonda@dot.gov>
Sent: Tuesday, March 18, 2025 4:31 PM
To: Morrison, Monica (OST) <monica.morrison@dot.gov>; Erdel (Hinman), Alyssa <Alyssa.Erdel@mail.house.gov>; Fitzpatrick, Sydney (OST) <sydney.fitzpatrick@dot.gov>; Matesic, Hannah (OST) <hannah.matesic@dot.gov>; Hawatmeh, Nick <Nick.Hawatmeh@mail.house.gov>
Cc: Scheduling <scheduling@dot.gov>
Subject: RE: House Republican Conference: Invitation to Secretary Duffy for the Meet the Cabinet Series

Thank you, Monica! Alyssa, I look forward to working with you.

Thank you,

Nick LaRotonda

Director of Advance

Office of Secretary of Transportation

U.S. Department of Transportation

E-mail – Nicholas.LaRotonda@dot.gov

Cell – (b)(6)

<image001.png>

From: Morrison, Monica (OST) <monica.morrison@dot.gov>
Sent: Tuesday, March 18, 2025 4:19 PM
To: Erdel (Hinman), Alyssa <Alyssa.Erdel@mail.house.gov>; Fitzpatrick, Sydney (OST) <sydney.fitzpatrick@dot.gov>; Matesic, Hannah (OST) <hannah.matesic@dot.gov>; Hawatmeh, Nick <Nick.Hawatmeh@mail.house.gov>; LaRotonda, Nick (OST) <nicholas.larotonda@dot.gov>
Cc: Scheduling <scheduling@dot.gov>
Subject: RE: House Republican Conference: Invitation to Secretary Duffy for the Meet the Cabinet Series

Great! I am looping in Nick LaRotonda (his Director of Advance). Please let me know if you need anything else.

From: Erdel (Hinman), Alyssa <Alyssa.Erdel@mail.house.gov>
Sent: Tuesday, March 18, 2025 4:16 PM
To: Morrison, Monica (OST) <monica.morrison@dot.gov>; Fitzpatrick, Sydney (OST) <sydney.fitzpatrick@dot.gov>; Matesic, Hannah (OST) <hannah.matesic@dot.gov>; Hawatmeh, Nick <Nick.Hawatmeh@mail.house.gov>

Cc: Scheduling <scheduling@dot.gov>

Subject: RE: House Republican Conference: Invitation to Secretary Duffy for the Meet the Cabinet Series

Some people who received this message don't often get email from alyssa.erdel@mail.house.gov. [Learn why this is important](#)

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Perfect! We will plan to host him from 8:30-9am before conference. Conference begins at 9am. If you want to connect me with his advance team, I am happy to coordinate with them and the SAA here.

From: Morrison, Monica (OST) <monica.morrison@dot.gov>

Sent: Tuesday, March 18, 2025 4:05 PM

To: Erdel (Hinman), Alyssa <Alyssa.Erdel@mail.house.gov>; Fitzpatrick, Sydney (OST) <sydney.fitzpatrick@dot.gov>; Matesic, Hannah (OST) <hannah.matesic@dot.gov>; Hawatmeh, Nick <Nick.Hawatmeh@mail.house.gov>

Cc: Scheduling <scheduling@dot.gov>

Subject: RE: House Republican Conference: Invitation to Secretary Duffy for the Meet the Cabinet Series

Hi,

Can we lock in 8:30am? Thank you!

From: Erdel (Hinman), Alyssa <Alyssa.Erdel@mail.house.gov>

Sent: Tuesday, March 18, 2025 9:30 AM

To: Fitzpatrick, Sydney (OST) <sydney.fitzpatrick@dot.gov>; Matesic, Hannah (OST) <hannah.matesic@dot.gov>; Hawatmeh, Nick <Nick.Hawatmeh@mail.house.gov>

Cc: Morrison, Monica (OST) <monica.morrison@dot.gov>; Scheduling <scheduling@dot.gov>

Subject: RE: House Republican Conference: Invitation to Secretary Duffy for the Meet the Cabinet Series

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Thank you again for working with us! We're excited to have Secretary Duffy on the 8th, and I've reserved both times for him. Another Secretary did inquire about the date, but I informed them that it's already booked. If there's any change in his availability, please let me know! Otherwise, I look forward to confirming which time works best.

From: Fitzpatrick, Sydney (OST) <sydney.fitzpatrick@dot.gov>

Sent: Monday, March 17, 2025 9:19 AM

To: Erdel (Hinman), Alyssa <Alyssa.Erdel@mail.house.gov>; Matesic, Hannah (OST) <hannah.matesic@dot.gov>; Hawatmeh, Nick <Nick.Hawatmeh@mail.house.gov>

Cc: Morrison, Monica (OST) <monica.morrison@dot.gov>; Scheduling <scheduling@dot.gov>
Subject: RE: House Republican Conference: Invitation to Secretary Duffy for the Meet the Cabinet Series

Thanks so much Alyssa! I'm double checking one thing but it will either be 8:30 or 3pm on our end. I'll let you know ASAP.

From: Erdel (Hinman), Alyssa <Alyssa.Erdel@mail.house.gov>
Sent: Friday, March 14, 2025 3:20 PM
To: Matesic, Hannah (OST) <hannah.matesic@dot.gov>; Hawatmeh, Nick <Nick.Hawatmeh@mail.house.gov>
Cc: Fitzpatrick, Sydney (OST) <sydney.fitzpatrick@dot.gov>; Morrison, Monica (OST) <monica.morrison@dot.gov>; Scheduling <scheduling@dot.gov>
Subject: RE: House Republican Conference: Invitation to Secretary Duffy for the Meet the Cabinet Series

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Thank you, Hannah!

From: Matesic, Hannah (OST) <hannah.matesic@dot.gov>
Sent: Friday, March 14, 2025 3:16 PM
To: Erdel (Hinman), Alyssa <Alyssa.Erdel@mail.house.gov>; Hawatmeh, Nick <Nick.Hawatmeh@mail.house.gov>
Cc: Fitzpatrick, Sydney (OST) <sydney.fitzpatrick@dot.gov>; Morrison, Monica (OST) <monica.morrison@dot.gov>; Scheduling <scheduling@dot.gov>
Subject: RE: House Republican Conference: Invitation to Secretary Duffy for the Meet the Cabinet Series

Amazing! I'm looping in my scheduling team to see what works best for the calendar on their end. Will let you all take it from here.

From: Erdel (Hinman), Alyssa <Alyssa.Erdel@mail.house.gov>
Sent: Friday, March 14, 2025 3:13 PM
To: Matesic, Hannah (OST) <hannah.matesic@dot.gov>
Cc: Hawatmeh, Nick <Nick.Hawatmeh@mail.house.gov>
Subject: RE: House Republican Conference: Invitation to Secretary Duffy for the Meet the Cabinet Series

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Thank you! We can absolutely do the 8th! Would he want to do right before regular Conference, 8:30-9am, a lunch, or at 3pm. What works best?

From: Matesic, Hannah (OST) <hannah.matesic@dot.gov>
Sent: Friday, March 14, 2025 2:32 PM

To: Erdel (Hinman), Alyssa <Alyssa.Erdel@mail.house.gov>

Cc: Hawatmeh, Nick <Nick.Hawatmeh@mail.house.gov>

Subject: RE: House Republican Conference: Invitation to Secretary Duffy for the Meet the Cabinet Series

Hey Alyssa – Apologies for the delay on our end. Any chance we could do our meeting on the 8th? I had the morning held for a potential hearing which fell off so want to fill the gap if possible. I know the regular conference will be that day so not sure what the ability to do multiple events.

From: Erdel (Hinman), Alyssa <Alyssa.Erdel@mail.house.gov>

Sent: Tuesday, February 11, 2025 4:44 PM

To: Matesic, Hannah (OST) <hannah.matesic@dot.gov>

Cc: Hawatmeh, Nick <Nick.Hawatmeh@mail.house.gov>

Subject: House Republican Conference: Invitation to Secretary Bessent for the Meet the Cabinet Series

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Hi Hannah!

Congratulations again on your new role, I hope all is well with you!

Chairwoman McClain would like to extend an invitation to Secretary Duffy to be a featured speaker for the Conference's *Meet the Cabinet* series.

The *Meet the Cabinet* series, led by Chairwoman McClain, would provide the Secretary with a platform to present his vision and goals for the department to the members of the House Republican Conference. It also offers members a unique opportunity to engage directly with Cabinet officials, building a strong partnership and encouraging open dialogue with the Trump administration.

Would you be willing to provide a date and time that works best for the Secretary? Additionally, we are more than happy to adjust the format of the event to ensure it is as productive and beneficial as possible for all involved.

We look forward to hearing from you soon. Thank you!

Alyssa Erdel

Director of Member Services

Chairwoman Lisa McClain

House Republican Conference

543 Cannon HOB | C: (b)(6)