

**To:** Davis, Gail[Davis.Gail@epa.gov]  
**Cc:** Hupp, Millan[hupp.millan@epa.gov]  
**From:** Lisa Billew  
**Sent:** Fri 10/20/2017 6:03:10 PM  
**Subject:** RE: American Chemistry Council

Hi Gail,

Would you like to receive each guest's confirmation letter by email? These are sent out overnight and you would receive 9 separate emails. Otherwise, I will just send you the confirmation numbers for each guest. They do not need to have a confirmation letter to check in (they can check in by name).

Best regards,  
Lisa

**From:** Davis, Gail [mailto:Davis.Gail@epa.gov]  
**Sent:** Friday, October 20, 2017 11:24 AM  
**To:** Lisa Billew  
**Cc:** Hupp, Millan  
**Subject:** RE: American Chemistry Council

You are the best!

The names below will need to be in the same complex if possible. Yes, if you can provide everyone with a one bedroom villa that would be perfect!!!! Let me know if you have any issues. ☺

Edward Scott Pruitt 11/8 – 11/9

Ryan Jackson 11/8 – 11/9

Personal Security DetailEx. 6EEx. 7CEx. 7EEx. 7F 11/8 – 11/9 (Security Detail traveling with the Administrator)

Personal Security DetailEx. 6EEx. 7CEx. 7EEx. 7F 11/7 – 11/9 (Advance Security Detail)

Personal Security DetailEx. 6EEx. 7CEx. 7EEx. 7F 11/7 – 11/9 (Advance Security Detail)

**From:** Lisa Billew [[mailto:Lisa\\_Billew@kiawahresort.com](mailto:Lisa_Billew@kiawahresort.com)]  
**Sent:** Friday, October 20, 2017 11:18 AM  
**To:** Davis, Gail <[Davis.Gail@epa.gov](mailto:Davis.Gail@epa.gov)>  
**Cc:** Hupp, Millan <[hupp.millan@epa.gov](mailto:hupp.millan@epa.gov)>  
**Subject:** RE: American Chemistry Council

Hello Gail,

Happy Friday! Thank you for these details! Will all guests listed below be confirmed in their own One bedroom villas? Please let me know who needs to be in the same complex as well.

Yes, we can just accept your guests' credit cards upon arrival.

I will send you confirmation numbers this afternoon.

Best regards,

Lisa

**From:** Davis, Gail [<mailto:Davis.Gail@epa.gov>]  
**Sent:** Friday, October 20, 2017 10:24 AM  
**To:** Lisa Billew  
**Cc:** Hupp, Millan; Davis, Gail  
**Subject:** RE: American Chemistry Council

Good morning again Lisa, I think I have all the names now and Im sorry if it might be one or two

more than expected. Let me know if there is any trouble accommodating in the same area as I can tell you who need to definitely in the same complex as the Administrator.

Edward Scott Pruitt 11/8 – 11/9

Ryan Jackson 11/8 – 11/9

Personal Security Detail/Ex. 6/Ex. 7C/Ex. 7E/Ex. 7F 11/8 – 11/9 (Security Detail traveling with the Administrator)

Personal Security Detail/Ex. 6/Ex. 7C/Ex. 7E/Ex. 7F 11/7 – 11/9 (Advance Security Detail)

Personal Security Detail/Ex. 6/Ex. 7C/Ex. 7E/Ex. 7F 11/7 – 11/9 (Advance Security Detail)

Lincoln Ferguson 11/8 – 11/9

Kenneth Wagner 11/8 – 11/9

Elizabeth Tate Bennett 11/8 – 11/9

Millan Hupp 11/7 – 11/9 (Director of Advance)

Lisa, since the staff is currently on travel it's hard to get all of their credit card numbers. Would it be ok to hold them by the company and I will make sure that everyone swipes upon arrival. I do understand that the Administrator's will be paid for by American Chemistry Council for room and taxes only.

Would you also be able to send me confirmation numbers for each of the travelers and thanks again for your time and patience with this matter. If you have any questions or concerns, please don't hesitate to call me at 202 564 1444.

Happy Friday!!!!

**From:** Lisa Billew [[mailto:Lisa\\_Billew@kiawahresort.com](mailto:Lisa_Billew@kiawahresort.com)]  
**Sent:** Thursday, October 19, 2017 12:58 PM  
**To:** Davis, Gail <[Davis.Gail@epa.gov](mailto:Davis.Gail@epa.gov)>  
**Subject:** RE: American Chemistry Council

Hi Gail,

That is great!

Thank you for the update!

Lisa

**From:** Davis, Gail [<mailto:Davis.Gail@epa.gov>]  
**Sent:** Thursday, October 19, 2017 11:32 AM  
**To:** Lisa Billew  
**Subject:** RE: American Chemistry Council

Hi Lisa, Im waiting for final confirmation on who's coming with the Administrator and exactly how many rooms we need. Thanks for your patience and understanding!

**From:** Lisa Billew [[mailto:Lisa\\_Billew@kiawahresort.com](mailto:Lisa_Billew@kiawahresort.com)]  
**Sent:** Wednesday, October 18, 2017 12:47 PM  
**To:** Davis, Gail <[Davis.Gail@epa.gov](mailto:Davis.Gail@epa.gov)>; 'Fleming, Edie' <[Edie\\_Fleming@americanchemistry.com](mailto:Edie_Fleming@americanchemistry.com)>  
**Cc:** Amy Infinger <[Amy\\_Infinger@kiawahresort.com](mailto:Amy_Infinger@kiawahresort.com)>  
**Subject:** RE: American Chemistry Council

It was nice speaking with you Gail!

Please let me know if you have additional questions.

Best regards,

Lisa

**From:** Davis, Gail [<mailto:Davis.Gail@epa.gov>]  
**Sent:** Tuesday, October 17, 2017 5:42 PM  
**To:** Lisa Billew; 'Fleming, Edie'  
**Cc:** Amy Infinger  
**Subject:** RE: American Chemistry Council

Ok thank you all!

**From:** Lisa Billew [[mailto:Lisa\\_Billew@kiawahresort.com](mailto:Lisa_Billew@kiawahresort.com)]  
**Sent:** Tuesday, October 17, 2017 5:21 PM  
**To:** 'Fleming, Edie' <[Edie\\_Fleming@americanchemistry.com](mailto:Edie_Fleming@americanchemistry.com)>  
**Cc:** Amy Infinger <[Amy\\_Infinger@kiawahresort.com](mailto:Amy_Infinger@kiawahresort.com)>; Davis, Gail <[Davis.Gail@epa.gov](mailto:Davis.Gail@epa.gov)>  
**Subject:** RE: American Chemistry Council

Thank you!

Gail – I will call you tomorrow.

Best regards,

Lisa

Lisa Billew  
One Sanctuary Beach Drive  
Kiawah Island, SC 29455  
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**From:** Fleming, Edie [[mailto:Edie\\_Fleming@americanchemistry.com](mailto:Edie_Fleming@americanchemistry.com)]  
**Sent:** Tuesday, October 17, 2017 4:19 PM  
**To:** Lisa Billew  
**Cc:** Amy Infinger; [Davis.gail@epa.gov](mailto:Davis.gail@epa.gov)  
**Subject:** RE: American Chemistry Council

You can call Gail directly, no problem. I have copied her on this email. Her direct dial at the U.S. EPA is (202)564-1444.

*Edie Fleming* | American Chemistry Council

Managing Director, Meetings, Program Development & Marketing

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**From:** Lisa Billew [[mailto:Lisa\\_Billew@kiawahresort.com](mailto:Lisa_Billew@kiawahresort.com)]  
**Sent:** Tuesday, October 17, 2017 4:16 PM  
**To:** Fleming, Edie  
**Cc:** Amy Infinger  
**Subject:** RE: American Chemistry Council

Hi Edie,

I am sorry I missed your call. I am happy to call her back directly and/or we can call together (if

you prefer to be on the call too). Please let me know your preference and tomorrow will be great!

Thank you!

Lisa

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