

From: "Getto, Leila" <leila_getto@ios.doi.gov>

To: "Scott.Mason@hklaw.com" <Scott.Mason@hklaw.com>

Cc: Scheduling SIO <scheduling_sio@ios.doi.gov>, Nicholas Davis
<nicholas_davis@ios.doi.gov>

Subject: Re: [EXTERNAL] December 12, 2018 - Washington Coal Club Annual Awards Luncheon

Date: Tue, 20 Nov 2018 15:14:16 +0000

Importance: Normal

Attachments: Event_Proposal_Information_Form_April_2018.docx

Hi Scott! I had left you a voicemail message last week but never heard back. Secretary Zinke has another commitment that day so I wanted to ask if there was any flexibility. Do you mind filling out the attached speaking request form we ask of everyone and we'll follow up with you. Thank you!

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

On Tue, Nov 20, 2018 at 9:58 AM <Scott.Mason@hklaw.com> wrote:

Leila - Just following up on this before the holiday. Hope Sec. Zinke can make this important industry event. Thanks.

Happy Thanksgiving to all.

Scott

Scott D. Mason
Sr Policy Advisor
Holland & Knight
T) 202 469 5330
C) 704 297 5144

Sent from my iPhone

On Nov 13, 2018, at 10:46 AM, Mason, Scott D (WAS - X75330, CLT - X37787)
<Scott.Mason@hklaw.com><mailto:Scott.Mason@hklaw.com>> wrote:

Thanks Elinor!! Thought I had all the right team - sorry Leila!!
Hope y'all are great and have a great week!

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From: Werner, Elinor [mailto:elinor_werner@ios.doi.gov]
Sent: Tuesday, November 13, 2018 10:37 AM
To: Mason, Scott D (WAS - X75330, CLT - X37787)
<Scott.Mason@hklaw.com<mailto:Scott.Mason@hklaw.com>>
Cc: Scott Hommel <scott_hommel@ios.doi.gov<mailto:scott_hommel@ios.doi.gov>>; Caroline Boulton
<caroline_boulton@ios.doi.gov<mailto:caroline_boulton@ios.doi.gov>>; Leila Getto
<leila_getto@ios.doi.gov<mailto:leila_getto@ios.doi.gov>>
Subject: Re: [EXTERNAL] December 12, 2018 - Washington Coal Club Annual Awards Luncheon

Good Morning Scott,

Thank you for extending this invitation. I am ccing Leila Getto, our Deputy Director for Scheduling and Advance, on this email. She would be the best person for you to work with on this request.

Warmly,
Elinor

On Tue, Nov 13, 2018 at 10:31 AM, <Scott.Mason@hklaw.com<mailto:Scott.Mason@hklaw.com>> wrote:
Scott -

On behalf of Peabody Energy, they would like to extend this invitation to Secretary Zinke to be the keynote speaker and address the annual Washington Coal Club Luncheon on December 12th here in Washington, D.C. The Secretary has obviously been a strong supporter and proponent of the Administration's agenda on coal, and the companies supporting the Coal Club would be honored to have Secretary Zinke participate.

We appreciate your consideration of this request and look forward to hearing from you shortly.

Thanks,
Scott

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that may be available to protect confidentiality.

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Elinor Werner
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Immediate Office of the Secretary
U.S. Department of the Interior
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Event Information Request Form

To ensure that the appropriate individual within the Department of the Interior is participating at your event and because the Office of the Secretary is committed to maintaining the highest ethical standards, we request you answer the following questions before we can agree to confirm a speaker.

Please complete this form and send to scheduling@ios.doi.gov. If you have any questions you may contact the Scheduling office at 202-208-7551

Specific Request to the Secretary (i.e. deliver keynote remarks, attend an event, etc):	
Title of the Event (please note if the event is a weekly, quarterly, annual, etc.):	
Date of Event (please note if the date is flexible):	
Location (city and state):	
Point of Contacts (please include email and phone number):	
Briefly describe the event in detail including the purpose and desired role of the Secretary :	
Is the event a fundraiser? If yes, please explain who it is benefiting (i.e. specific charity, a political candidate, etc.)?	
Event Host and Sponsor:	
Who is the event host/organizer? Please describe the person or provide background information on the organization.	
Is the event host/organizer a candidate, or a party, or a lobbying organization/lobbyist, or nonprofit, or has a registered political action committee (PAC)?	
Who are the event sponsors? Please describe the person or provide background information on the organization.	
What is the relationship between the event host/organizer with the Department of the Interior? Any business pending before the Department such as permits, contracts, litigation, grants, etc.?	
What is the relationship between the event sponsor(s) with the Department of the Interior?	

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Does the event sponsor have any business pending before the Department such as permits, contracts, litigation, grants, etc.?	
Audience, Other Speakers, and Remarks	
Approximately how many people are expected to attend?	
Describe the audience (local elected officials, community leaders, graduate students, University researchers, academia, company accountants, members of a specific industry, etc.):	
Is the event open to the public?	
Are there any VIPs invited? If yes, who has confirmed?	
Who are the other speakers invited? Have they confirmed?	
Are there any specific issues you would like the Secretary to highlight/address in his remarks?	
What is the desired format of his remarks (will he be delivering the keynote, sharing the stage, a panel, etc.)?	
What is the public registration/ticket fee to attend/participate in the event?	
Communications	
Is the event open or closed to press?	
If open, are you expecting local, trade, state, or national news coverage?	
If this is an annual event, which news outlets typically cover the event?	
Will you be advertising or live streaming the event on any social media outlets? If yes, please explain.	
Logistics/Other	
Please supply any other pertinent background information for the event (draft agendas, existing websites, confirmed and invited speaker, if this is an annual event, can you share last year agenda etc.) :	
If the Secretary is not able to attend, is a surrogate desired? If yes, anyone specific?	

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Any additional notes or information?	
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