

**External Meeting Request Form for
Administrator E. Scott Pruitt**

U.S. Environmental Protection Agency

To request the Administrator to attend and/or speak at your event, please complete and submit the following form.

Today's Date: May 8, 2017

Meeting Date: Monday, May 15, 2017

Meeting Time: 12:15 p.m.

**Requested Location (if offsite, please list address, parking instructions, etc.):
Administrator's office**

Requestor: Marnie Funk, senior advisor, Shell

Purpose of the Meeting: Share Shell views on priority EPA issues

Background on the Meeting:

Role of the Administrator:

Attendees: Greg Guidry, EVP, Shell Unconventionals; Bruce Culpepper, President, Shell Oil Company; Marnie Funk, senior advisor, Shell; Kristin Whitman, senior advisor, Shell.

Point of Contact: Marnie Funk. 202-466-1422. Marnie.funk@shell.com

To: Woodward, Cheryl[Woodward.Cheryl@epa.gov]
Cc: Hupp, Sydney[hupp.sydney@epa.gov]
From: Moore, Autumn
Sent: Mon 5/8/2017 6:02:07 PM
Subject: RE: Meeting Request from the Toy Association
Toy Association Names for EPA Meeting 5.9.17 2pm Version.xlsx

We had one last minute addition, Anthony Cartiglia. Hopefully this is it.

From: Woodward, Cheryl [mailto:Woodward.Cheryl@epa.gov]
Sent: Monday, May 08, 2017 9:38 AM
To: Moore, Autumn <AMoore@toyassociation.org>
Cc: Hupp, Sydney <hupp.sydney@epa.gov>
Subject: RE: Meeting Request from the Toy Association

First and Last name, with company is all I need.

From: Moore, Autumn [mailto:AMoore@toyassociation.org]
Sent: Monday, May 08, 2017 9:31 AM
To: Woodward, Cheryl <Woodward.Cheryl@epa.gov>
Cc: Hupp, Sydney <hupp.sydney@epa.gov>
Subject: RE: Meeting Request from the Toy Association

Hi Cheryl,

I'm getting ready to send you the list of attendees for our meeting tomorrow. I have the form filled out for the foreign nationals, but for everyone else do you just need first name, last name and company? Or other information as well?

Thanks,

Autumn

Autumn Moore

Manager, Standards and Regulatory Affairs
Toy Association

1200 G. St NW, Suite 200

Washington, DC 20005
202.459.0350

amoore@toyassociation.org

From: Woodward, Cheryl [<mailto:Woodward.Cheryl@epa.gov>]
Sent: Monday, April 24, 2017 5:08 PM
To: Moore, Autumn <AMoore@toyassociation.org>
Cc: Hupp, Sydney <hupp.sydney@epa.gov>
Subject: FW: Meeting Request from the Toy Association

My name is Cheryl Woodward and I will assist you in the logistics for your meeting at EPA on Tuesday, May 9 at 3:30.. The instructions/directions to EPA is below and if you have any questions please contact me. Look forward to seeing you all.

Directions

Directions: If you come by Metro, the Federal Triangle metro stop is directly below the building entrances. You would leave the metro station and go up all three sets of escalators and then do a small U-Turn to the right heading toward 12th street, the North Lobby entrance is directly and immediately to your left (Glass Doors -EPA Signified on Glass).

EPA address is 1200 Pennsylvania Avenue, NW. If you are coming by taxi/vehicle, you want to be dropped off on 12th NW, which is between 12th and Constitution Avenues. It is almost exactly half way between the two avenues on 12th street and the Federal Triangle Metro sign can be used as a landmark. From 12th Street, facing the building with the EPA and American flags, walk toward the building (under the flags) and take the glass door on your left hand side with the escalators going down to the metro on your left. This again will be the **South Lobby of the William Jefferson Clinton building.**

Once inside the building, security will prompt you to scan all items such as bags, coats etc., and then let the guards know that you were instructed to call Cheryl Woodward at 564-1274 or Michelle Hale at 564-1430 to escort you to the meeting with the Administrator. Security will make temporary cards for everyone. Allow for 15 minutes to get through the process.

From: Hupp, Sydney
Sent: Wednesday, April 19, 2017 2:35 PM
To: Moore, Autumn <AMoore@toyassociation.org>
Cc: Ferguson, Lincoln <ferguson.lincoln@epa.gov>; Hupp, Millan <hupp.millan@epa.gov>; Woodward, Cheryl <Woodward.Cheryl@epa.gov>
Subject: RE: Meeting Request from the Toy Association

That is great! Thank you!

Sydney Hupp

Office of the Administrator- Scheduling

202.816.1659

From: Moore, Autumn [<mailto:AMoore@toyassociation.org>]
Sent: Tuesday, April 18, 2017 1:37 PM
To: Hupp, Sydney <hupp.sydney@epa.gov>
Cc: Ferguson, Lincoln <ferguson.lincoln@epa.gov>; Hupp, Millan <hupp.millan@epa.gov>; Woodward, Cheryl <Woodward.Cheryl@epa.gov>
Subject: RE: Meeting Request from the Toy Association

Theater style might be the most pragmatic, but I'm open to other options as well.

I think the way you outlined it with him speaking for a bit, then taking questions would be great. We're very interested to hear his priorities for the agency, and specifically his plan for timely implementation of TSCA.

Does that help?

Thanks,

Autumn

From: Hupp, Sydney [<mailto:hupp.sydney@epa.gov>]
Sent: Tuesday, April 18, 2017 1:24 PM
To: Moore, Autumn <AMoore@toyassociation.org>
Cc: Ferguson, Lincoln <ferguson.lincoln@epa.gov>; Hupp, Millan <hupp.millan@epa.gov>; Woodward, Cheryl <Woodward.Cheryl@epa.gov>
Subject: RE: Meeting Request from the Toy Association

Hi Autumn,

Thank you! What do you anticipate the set-up of the room being? Would you like for him to speak to the group and take questions?

Thanks!

Sydney Hupp

Office of the Administrator- Scheduling

202.816.1659

From: Moore, Autumn [<mailto:AMoore@toyassociation.org>]
Sent: Tuesday, April 18, 2017 11:24 AM
To: Hupp, Sydney <hupp.sydney@epa.gov>
Cc: Dickerson, Aaron <dickerson.aaron@epa.gov>
Subject: RE: Meeting Request from the Toy Association

Hi Sydney!

I wanted to send you along an updated attendance list for our meeting with Administrator Pruitt at 3:30 on May 9th. We do have some flexibility on how many people attend the meeting (we can cut all the non-essential Toy Association staff if necessary) so do let me know if you can accommodate a group this large. Feel free to call me if it's easier to discuss logistics over the phone.

We're very much looking forward to our meeting! Thanks again for helping facilitate.

Best,

Autumn

Autumn Moore

Manager, Standards and Regulatory Affairs
Toy Association

1200 G. St NW, Suite 200

Washington, DC 20005
202.459.0350

amoore@toyassociation.org

From: Hupp, Sydney [<mailto:hupp.sydney@epa.gov>]
Sent: Tuesday, April 11, 2017 7:37 PM
To: Moore, Autumn <AMoore@toyassociation.org>
Cc: Dickerson, Aaron <dickerson.aaron@epa.gov>
Subject: RE: Meeting Request from the Toy Association

That is great to hear! Thank you for arranging.

Sydney Hupp

Office of the Administrator- Scheduling

202.816.1659

From: Moore, Autumn [<mailto:AMoore@toyassociation.org>]
Sent: Tuesday, April 11, 2017 7:36 PM
To: Hupp, Sydney <hupp.sydney@epa.gov>
Cc: Dickerson, Aaron <dickerson.aaron@epa.gov>
Subject: Re: Meeting Request from the Toy Association

Actually we were successful in moving our other meeting so if the 3:30pm spot is still available, we'll take it! Let me know if that still works for the administrator.

Thanks so much,

Autumn

On Apr 11, 2017, at 1:01 PM, Hupp, Sydney <hupp.sydney@epa.gov> wrote:

Darn! That's okay though! How much flexibility do you all have on the morning of the 10th?

Sydney Hupp

Office of the Administrator- Scheduling

202.816.1659

From: Moore, Autumn [<mailto:AMoore@toyassociation.org>]
Sent: Tuesday, April 11, 2017 11:27 AM
To: Hupp, Sydney <hupp.sydney@epa.gov>
Cc: Dickerson, Aaron <dickerson.aaron@epa.gov>
Subject: RE: Meeting Request from the Toy Association

Oh this is such great news!

One small wrinkle...we had someone else (literally just 15 minutes ago) accept the 3:30pm time slot. Is there any way possible that Administrator Pruitt could come meet with us at 4:30pm at the Grand Hyatt OR we could come meet him in his office at 5:00pm at the EPA? If neither of these times work, please let me know and we will do our best to move the other meeting.

Thanks again and happy to chat on the phone if that's easier.

Best,

Autumn

Autumn Moore

Manager, Standards and Regulatory Affairs
Toy Association

1200 G. St NW, Suite 200

Washington, DC 20005
202.459.0350

amoore@toyassociation.org

From: Hupp, Sydney [<mailto:hupp.sydney@epa.gov>]
Sent: Tuesday, April 11, 2017 11:11 AM
To: Moore, Autumn <AMoore@toyassociation.org>
Cc: Dickerson, Aaron <dickerson.aaron@epa.gov>
Subject: RE: Meeting Request from the Toy Association

Hey Autumn,

Thank you for the info! So how about we do May 9th at 3:30 at our office? Would that work for your group?

Thank you!

Sydney Hupp

Office of the Administrator- Scheduling

202.816.1659

From: Moore, Autumn [<mailto:AMoore@toyassociation.org>]

Sent: Tuesday, April 4, 2017 4:19 PM

To: Hupp, Sydney <hupp.sydney@epa.gov>

Cc: Dickerson, Aaron <dickerson.aaron@epa.gov>

Subject: RE: Meeting Request from the Toy Association

Sydney,

Please find the attached completed meeting request form. We have some flexibility in scheduling for May 9th and 10th so if none of the times suggested work for the Administrator, let me know and hopefully we can find a time that will better suit his schedule. I've also attached a list of anticipated meeting participants. Don't hesitate to call me if you have any questions.

Thanks again for considering our request.

Best,

Autumn

Autumn Moore

Manager, Standards and Regulatory Affairs
Toy Association

1200 G. St NW, Suite 200

Washington, DC 20005
202.459.0350

amoore@toyassociation.org

From: Hupp, Sydney [<mailto:hupp.sydney@epa.gov>]
Sent: Tuesday, April 04, 2017 11:41 AM
To: Moore, Autumn <AMoore@toyassociation.org>
Cc: Dickerson, Aaron <dickerson.aaron@epa.gov>
Subject: RE: Meeting Request from the Toy Association

Hi Autumn,

Hope this email finds you well! Reaching out about the below request that Ryan forwarded my way. We are definitely interested in this event! Would you mind filling out the attached meeting request so that we can begin processing your request?

Thank you!

Sydney Hupp

Office of the Administrator- Scheduling

202.816.1659

From: Jackson, Ryan
Sent: Sunday, March 26, 2017 3:49 PM
To: Hupp, Sydney <hupp.sydney@epa.gov>
Subject: FW: Meeting Request from the Toy Association

From: Moore, Autumn [<mailto:AMoore@toyassociation.org>]
Sent: Monday, March 20, 2017 5:01 PM
To: Jackson, Ryan <jackson.ryan@epa.gov>
Subject: Meeting Request from the Toy Association

Hi Ryan,

Please see the attached meeting request from the Toy Association, seeking a meeting with Administrator Pruitt and several members of our association, including several members from our Board of Directors, at our 9th Annual DC Fly-in. The dates and times we are looking to meet are **May 9th at 3:30pm or 4:00pm or May 10th at 9:00am or 2:00pm.** Happy to discuss on the phone if that's easier.

Don't hesitate to reach out to me if you have any questions.

Thanks,

Autumn

Autumn Moore

Manager, Standards and Regulatory Affairs
Toy Association, Inc.

1200 G. St NW, Suite 200

Washington, DC 20005
202.459.0350

amoore@toyassociation.org

| First Name | Last Name | Company |
|------------|------------------|-----------------------------|
| Tom | Albert | Feld Entertainment |
| Michelle | Balliet | Crayola, LLC |
| Doug | Blaine | Bachmann Trains |
| Kirsten | Bloxom | ThinkFun Inc. |
| Stephane | Brissaud | IELLO |
| Anthony | Cartiglia | The Queen's Treasures, Inc. |
| Joann | Cartiglia | The Queen's Treasures, Inc. |
| Mike | Castellano | Disney |
| Hailey | Catlin | American Plastic Toys Inc |
| Jennifer | Caveza | Nickelodeon |
| Mike | Champion | CCA & B Inc. |
| Stacy | Dansky | Viacom |
| Edward | Desmond | The Toy Association |
| Jennifer | DuBuisson | LEGO Systems, Inc. |
| Charlie | Emby | Just Play, LLC |
| Barbara | Finigan | Hasbro |
| Jay | Foreman | The Bridge Direct |
| Hillary | Gardner | CCA & B Inc. |
| John | Gessert | American Plastic Toys Inc |
| Jeannine | Gibson | C & A Scientific |
| David | Hargreaves | Hasbro |
| Al | Kaufman | The Toy Association |
| Jeffrey | Kennis | Enchanted Moments |
| Skip | Kodak | LEGO Systems, Inc. |
| Elton | Kume | LEGO Systems, Inc. |
| Joan | Lawrence | The Toy Association |
| DeDe | Lea | Viacom |
| Frederick | Locker | The Toy Association |
| Nancy | MacPherson | LEGO Systems, Inc. |
| Martha | Marrapese | Wiley Rein LLP |
| Paul | May | USAOPOLY |
| Mandy | McCarthy | CCA & B Inc. |
| Lauren | McFerrin Johnson | Prodotto |
| Drew | Metz | Melissa and Doug |
| Trent | Middleton | C & A Scientific |
| Rebecca | Mond | The Toy Association |
| Autumn | Moore | The Toy Association |
| Leigh | Moyers | Feld Entertainment |
| Aaron | Muderick | Crazy Aaron Enterprises Inc |
| Corinne | Murat | Mattel, Inc. |
| Thomas | Nirschl | USAOPOLY |
| Steve | Pasierb | The Toy Association |
| Hollyn | Schuemann | Viacom |
| Joe | Shymanski | The Toy Association |

| | | |
|----------|----------------|--------------------------------|
| Samantha | Slosberg | The Toy Association |
| Tom | St. Maxens | Mattel, Inc. |
| Joel | Tennenberg | Toys 'R' Us |
| William | To | VTech Electronics |
| Manuel | Torres Port | NBCUniversal |
| Peter | Trillingsgaard | LEGO Systems, A/S |
| Kathy | Tyler | Cloud B |
| Paul | Vitale | The Toy Association |
| Geoffrey | Walker | Mattel, Inc. |
| Bob | Wann | PlayMonster, LLC |
| John | Ward | Game Manufacturers Association |
| Jessica | Wright | C & A Scientific |
| Justin | Ziran | WizKids |
| Nancy | Zwiers | Spin Master |