

From: Janelle Gardner <gardner@cgcn.com>

To: "SIO, Scheduling" <scheduling_sio@ios.doi.gov>, Jay Cranford <cranford@cgcn.com>

Cc: Katie Mitchell <mitchell@cgcn.com>, Leila Getto <leila_getto@ios.doi.gov>, "Boulton, Caroline" <caroline_boulton@ios.doi.gov>

Subject: RE: [EXTERNAL] June 5 Meeting Request

Date: Thu, 31 May 2018 15:43:08 +0000

Importance: Normal

Attachments: DoI-TransCanada_Meeting_Proposal_Information_Form.docx

Good morning Nick-

Attached is the requested form for the meeting request for next Tuesday, June 5th.

Please let us know if you need any additional information.

Thank you for the consideration!

JANELLE GARDNER | CGCN GROUP

1101 K STREET NW, SUITE 800 WASHINGTON, D.C. 20005

202.340.4292 / gardner@cgcn.com / www.cgcncorp.com

From: nicholas_davis@ios.doi.gov [mailto:nicholas_davis@ios.doi.gov] **On Behalf Of** SIO, Scheduling

Sent: Wednesday, May 30, 2018 4:43 PM

To: Jay Cranford <cranford@cgcn.com>

Cc: Katie Mitchell <mitchell@cgcn.com>; Janelle Gardner <gardner@cgcn.com>; Leila Getto <leila_getto@ios.doi.gov>; Boulton, Caroline <caroline_boulton@ios.doi.gov>

Subject: Re: [EXTERNAL] June 5 Meeting Request

Hi Jay, thank you for your meeting request to the Secretary. Could you please fill out the attached meeting information form so we can properly work to accommodate your request?

Thank you!

Nick Davis

Office of Scheduling and Advance

Immediate Office of the Secretary

U.S. Department of the Interior

Office: 202-208-7551

Cell: 202-805-9898

On Wed, May 30, 2018 at 4:39 PM, Boulton, Caroline <caroline_boulton@ios.doi.gov> wrote:

Hi Jay,

Thank you for sending in your request; I have cc'ed Leila Getto in our Schedule & Advance Office to help coordinate a potential meeting with the Secretary.

Best,
Caroline

On Wed, May 30, 2018 at 4:34 PM, Jay Cranford <cranford@cgcn.com> wrote:

#1363927.1

Caroline,
hope you're doing well. Russ Girling, President and CEO of TransCanada, is headed to D.C. next week and would love to meet with Secretary Zinke on Tuesday, June 5 to give him an update on the Keystone XL project. Mr. Girling's bio is attached.

Janelle and Katie are cc'd if you have any questions or need additional information.

Thanks for considering and apologies for the short notice. — Jay

JAY CRANFORD | CGCN GROUP

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Caroline Boulton
Special Assistant to the Secretary
Immediate Office of the Secretary
U.S. Department of the Interior
202.208.5403

#1363927.2

Meeting Information Request Form

*Please complete this form and send to scheduling@ios.doi.gov

To ensure that the appropriate individual within the Department of the Interior is meeting with you on a given matter and because the Office of the Secretary is committed to maintaining the highest ethical standards, we request that you answer the following questions before we can agree to schedule a meeting.

Requesting individual/organization (Please describe the person (name and affiliation) requesting the meeting including any background information on the organization.	CGCN Group requesting meeting on behalf of Russ Girling- President & CEO of TransCanada. TransCanada is a North American energy and infrastructure company. CGCN website: https://www.cgcncanada.com/ Biography of Mr. Girling attached in email.
Describe the action you are seeking by the Secretary:	Meeting/Discussion
Meeting date:	Tuesday June 5, 2018
Please explain the time sensitivity of the request, <u>if any</u> , including what is driving the timing of the request, such as court-ordered or statutory deadline:	Executive Travel
Meeting location (City, State):	The Secretary's Office at DoI, Washington, DC
Expected meeting participants (name, title, and organization):	Russ Girling- President & CEO of TransCanada Alex Oehler- Director, Government & Community Relations, TransCanada Jay Cranford- Partner, CGCN Group
Contact information (Name, Email, Phone):	Janelle Gardner, gardner@cgcncanada.com (202)340-4292
Describe the proposed meeting agenda in as much detail as possible, and the desired outcome of the Secretary's participation:	1) Introductions 2) Update on the Keystone XL Project 3) Discussion
Please supply any pertinent background information regarding the genesis of this meeting proposal:	

#1364801.1

Please indicate whether the matter related to the request involves: ____ a) Specific parties, such as a particular litigation matter, a specific permit decision, or a contract; ____ b) A discrete and identifiable class of persons, such as a regulation or legislation that applies to a specific industry; or ____ c) A broad and diverse range of persons, such as a resource management plan or broad legislation?	n/a to anything listed
Is the matter related to the request involve specific parties, such as a particular litigation matter, a specific permit decision, or a contract?	No
Is the meeting regarding a regulation or legislation that applies to a specific industry?	No
If you answered “a)” above please identify the specific parties if possible:	
Is the purpose of this meeting related to a pending or future grant request?	No
With which Bureau or Agency does your agenda most align? Please list all, if more than one.	BLM DoI DoE
If the Secretary is unable to meet, is a surrogate desired? If yes, who specifically?	No

#1364801.2