

To: Hupp, Millan[hupp.millan@epa.gov]
From: Massmann, Nikki
Sent: Wed 8/9/2017 5:47:21 PM
Subject: RE: Room setup

Thank you. Once he arrives we'll go right into the tour. With the roundtable starting at 2:45, how much time should we expect for the tour? Will he need a lot of time between the tour and the roundtable?

Nikki Massmann, Director of Communications
Energy & Environmental Research Center
701-777-5428 nmassmann@undeerc.org

-----Original Message-----

From: Hupp, Millan [mailto:hupp.millan@epa.gov]
Sent: Wednesday, August 9, 2017 12:08 PM
To: Massmann, Nikki <nmassmann@undeerc.org>
Subject: Re: Room setup

FYI -- expecting a 2PM arrival for Administrator.

Sent from my iPhone

> On Aug 9, 2017, at 11:04 AM, Massmann, Nikki <nmassmann@undeerc.org> wrote:
>
> Round table guest count is at 18 I believe. We also have room for staffers to sit in on the meeting.
>
> I just went on one last walk through with CEO here and we could easily have additional exit routes for Mr. Pruitt should you need one more private than that front patio door. I'll show security the options when they arrive.
>
> Thank you,
>
> Nikki Massmann, Director of Communications Energy & Environmental
> Research Center nmassmann@undeerc.org
> 701-777-5428 (direct) 701-610-0621 (cell)
>
> Sent from my iPhone. Please excuse any typos or brevity.
>
>> On Aug 9, 2017, at 9:39 AM, Hupp, Millan <hupp.millan@epa.gov> wrote:
>>
>> Nikki -- no problem. How many folks do we have joining us today?
>>
>> Sent from my iPhone
>>
>>> On Aug 9, 2017, at 9:18 AM, Massmann, Nikki <nmassmann@undeerc.org> wrote:
>>>
>>> Millan,
>>> Due to the number of confirmed round table guests, we opened up both sides of the meeting room you saw yesterday to accommodate and be comfortable.
>>>
>>> Please let me know if this is an issue. Feel free to call my cell if you need as well.
>>>
>>> Nikki Massmann, Director of Communications Energy & Environmental
>>> Research Center nmassmann@undeerc.org
>>> 701-777-5428 (direct) 701-610-0621 (cell)
>>>

>>> Sent from my iPhone. Please excuse any typos or brevity.