

To: Getto, Leila[leila_getto@ios.doi.gov]
From: Spoehr, Thomas
Sent: 2017-08-02T07:32:23-04:00
Importance: Normal
Subject: RE: RKZ Briefing Introduction
Received: 2017-08-02T07:32:34-04:00

Leila, good morning. Just a couple of questions.

1. Confirming address as 1849 C. St. NW. I should arrive by 3:15 pm, will I need someone to meet me at that entrance?
2. How long is the meeting scheduled for, and how many people will be attending? I will have some slides with me and would like to make sure I have enough copies.

Thank you,
Best,
Tom

From: Getto, Leila [mailto:leila_getto@ios.doi.gov]
Sent: Thursday, July 27, 2017 4:28 PM
To: Spoehr, Thomas <Thomas.Spoehr@heritage.org>
Subject: Re: RKZ Briefing Introduction

great, thank you!

*Leila Sepehri Getto
U.S. Department of Interior
Immediate Office of the Secretary
Deputy Director, Scheduling and Advance
Direct: (202) 208-5359
Cell: (202) 706-9435*

On Thu, Jul 27, 2017 at 4:19 PM, Spoehr, Thomas <Thomas.Spoehr@heritage.org> wrote:
Leila, yes, that would be fine. Best, Tom

From: Getto, Leila [mailto:leila_getto@ios.doi.gov]
Sent: Thursday, July 27, 2017 4:10 PM
To: Spoehr, Thomas <Thomas.Spoehr@heritage.org>
Subject: Re: RKZ Briefing Introduction

Sorry Tom, can we move that meeting to 3:30 pm on August 3rd? Thank you.

*Leila Sepehri Getto
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On Tue, Jul 11, 2017 at 5:30 PM, Spoehr, Thomas <Thomas.Spoehr@heritage.org> wrote:
Leila, yes, that would be fine. Best, Tom

From: Getto, Leila [mailto:leila_getto@ios.doi.gov]
Sent: Tuesday, July 11, 2017 5:18 PM
To: Spoehr, Thomas <Thomas.Spoehr@heritage.org>
Subject: Re: RKZ Briefing Introduction

Dear Tom,

Thank you reaching out. Are you available at 2 pm on August 3?

Thank you,
Leila Getto

*Leila Sepehri Getto
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On Tue, Jul 11, 2017 at 4:38 PM, Renner, Elinor <elinor_renner@ios.doi.gov> wrote:
Hello Tom,

Thank you so much for taking the time to talk with the Secretary this morning. He asked us to follow up and schedule a briefing on command organization.

I'd like to introduce you to Leila Getto, the Deputy Director of Scheduling and Advance at the Department of the Interior. She will work with you to schedule this meeting.

Please let me know if there is anything I can do to be of help.

Sincerely,
Elinor

--
Elinor Renner
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