

To: Adam J White[ajwhite@stanford.edu]; Bennett, Tate[Bennett.Tate@epa.gov]
Cc: Hupp, Millan[hupp.millan@epa.gov]; Paige Mathes[spmathes@stanford.edu]
From: Ford, Hayley
Sent: Mon 9/25/2017 6:28:43 PM
Subject: RE: October/December dates for an event

How about for now, we set aside 45 mins to 1 hour and when we're a little closer, we can determine a start time? As things come up, I might reach out and confirm a time based on other requests for that day. If you want to have guests save the date now, when you get to a point where you need to advertise an exact start time, let me know and we can decide.

Thanks!

Hayley Ford

Deputy White House Liaison

Office of the Administrator

Environmental Protection Agency

Room: 3309C William Jefferson Clinton North

ford.hayley@epa.gov

Phone: 202-564-2022

Cell: Personal Phone/Ex. 6

From: Adam J White [mailto:ajwhite@stanford.edu]
Sent: Monday, September 25, 2017 11:44 AM
To: Bennett, Tate <Bennett.Tate@epa.gov>; Ford, Hayley <ford.hayley@epa.gov>
Cc: Hupp, Millan <hupp.millan@epa.gov>; Paige Mathes <spmattes@stanford.edu>
Subject: Re: October/December dates for an event

Now I really am cc'ing Paige, who I omitted last time.

We're aiming for about 30. It won't technically be a "roundtable," because our table isn't big enough, but it will be a close setting with a select audience, conducive to discussion.

My guess is that any time of day will be good for this particular format; our invited audience will want to be there.

From: "Bennett, Tate" <Bennett.Tate@epa.gov>
Date: Monday, September 25, 2017 at 11:30 AM
To: "Ford, Hayley" <ford.hayley@epa.gov>, Adam J White <ajwhite@stanford.edu>
Cc: "Hupp, Millan" <hupp.millan@epa.gov>
Subject: RE: October/December dates for an event

I told him a D.C. roundtable with 30 ish folks works too.

From: Ford, Hayley
Sent: Monday, September 25, 2017 11:30 AM
To: Adam J White <ajwhite@stanford.edu>
Cc: Bennett, Tate <Bennett.Tate@epa.gov>; Hupp, Millan <hupp.millan@epa.gov>
Subject: RE: October/December dates for an event

When are your meeting typically or when do you get the biggest crowd? As of now, that date is open so it's really up to you unless Tate and/or Millan have any suggestions.

Hayley Ford

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From: Adam J White [<mailto:ajwhite@stanford.edu>]
Sent: Monday, September 25, 2017 11:25 AM
To: Ford, Hayley <ford.hayley@epa.gov>
Cc: Bennett, Tate <Bennett.Tate@epa.gov>; Hupp, Millan <hupp.millan@epa.gov>
Subject: Re: October/December dates for an event

That works great for us. Many thanks. Do you want to pick a particular time of day — morning, midday, end of the day — or should we hold the whole day for now.

I'm cc'ing Paige Mathes, who runs Hoover's operations.

Thanks again—

All the best,

Adam

From: "Ford, Hayley" <ford.hayley@epa.gov>
Date: Monday, September 25, 2017 at 11:20 AM
To: Adam J White <ajwhite@stanford.edu>
Cc: "Bennett, Tate" <Bennett.Tate@epa.gov>, "Hupp, Millan" <hupp.millan@epa.gov>
Subject: RE: October/December dates for an event

Hi Adam,

In response to your email below, Dec 13-15 works for the Administrator. Should we say Dec 13? Let me know what time I should hold.

Thanks!

Hayley Ford

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From: Bennett, Tate

Sent: Thursday, September 21, 2017 11:04 AM

To: Adam J White <ajwhite@stanford.edu>

Cc: Hupp, Millan <hupp.millan@epa.gov>; Ford, Hayley <ford.hayley@epa.gov>; Bowman, Liz <[Bowman.Liz@epa.gov](mailto: Bowman.Liz@epa.gov)>

Subject: RE: October/December dates for an event

Adam- I will check with our scheduling team at our weekly meeting tomorrow and will let you know. Thanks for the quick follow-up.

From: Adam J White [<mailto:ajwhite@stanford.edu>]

Sent: Thursday, September 21, 2017 10:57 AM

To: Bennett, Tate <Bennett.Tate@epa.gov>
Subject: October/December dates for an event

Tate,

I checked with my office, and it looks like the week of October 30 is kind of a mess for Hoover. A lot of the staff and fellows (including me) will be at Hoover's HQ in California for much of the week, and later we have events with HR McMaster and others.

Could we propose some December dates? I know that Dec. 4, 13, 14 or 15 work so far.

Best,

Adam

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