

**To:** Hupp, Sydney[hupp.sydney@epa.gov]; Getto, Leila[LGetto@USChamber.com]  
**From:** Woodward, Cheryl  
**Sent:** Mon 5/8/2017 10:51:25 PM  
**Subject:** RE: Administrator Pruitt- Speaking to US Chamber

My name is Cheryl Woodward and I will assist you in the logistics for your meeting at EPA on Friday, June 2<sup>nd</sup> at 2 pm. The instructions/directions to EPA is below and if you have any questions please contact me. Can you please send me the list of who will be attending? Look forward to seeing you all.

**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 from the train otherwise two escalators then do a small U-Turn to the right heading toward 12<sup>th</sup> street, the South Lobby entrance is directly and immediately to your right (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 12<sup>th</sup> and Constitution Avenues. It is almost exactly half way between the two avenues on 12<sup>th</sup> street with Federal Triangle Metro sign and Trump Hotel Towers side entrance 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:** Monday, May 08, 2017 6:42 PM  
**To:** Getto, Leila <LGetto@USChamber.com>  
**Cc:** Dickerson, Aaron <dickerson.aaron@epa.gov>; Woodward, Cheryl <Woodward.Cheryl@epa.gov>  
**Subject:** RE: Administrator Pruitt- Speaking to US Chamber

Me too!! If you wouldn't mind completing the attached, I would greatly appreciate it! Looping in Cheryl who can provide logistics on details.

Thank you!

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**Sydney Hupp**

Executive Scheduler

Office of the Administrator

202.816.1659 (c)

**From:** Getto, Leila [<mailto:LGetto@USChamber.com>]

**Sent:** Friday, May 5, 2017 3:37 PM

**To:** Hupp, Sydney <[hupp.sydney@epa.gov](mailto:hupp.sydney@epa.gov)>

**Cc:** Dickerson, Aaron <[dickerson.aaron@epa.gov](mailto:dickerson.aaron@epa.gov)>

**Subject:** RE: Administrator Pruitt- Speaking to US Chamber

YES! I'm so happy we were able to find a date. Joining Mr. Donohue from our side will be Karen Harbert, president and CEO, U.S. Chamber of Commerce's Institute for 21<sup>st</sup> Century Energy. Do you need anything else from me to confirm the meeting? When you have a moment, can you please let me know which entrance they should enter from and any special instructions to the Administrator's Office. Thank YOU!

*Leila Getto*

*Institute for 21st Century Energy*

*U.S. Chamber of Commerce*

*Direct: 202-463-5829*

Personal Phone/Ex. 6

**From:** Hupp, Sydney [<mailto:hupp.sydney@epa.gov>]  
**Sent:** Friday, May 05, 2017 3:26 PM  
**To:** Getto, Leila  
**Cc:** Dickerson, Aaron  
**Subject:** RE: Administrator Pruitt- Speaking to US Chamber

Can we do June 2<sup>nd</sup> at 2:00PM?

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**Sydney Hupp**

Executive Scheduler

Office of the Administrator

202.816.1659 (c)

**From:** Getto, Leila [<mailto:LGetto@USChamber.com>]  
**Sent:** Friday, May 5, 2017 12:00 PM  
**To:** Hupp, Sydney <[hupp.sydney@epa.gov](mailto:hupp.sydney@epa.gov)>  
**Cc:** Dickerson, Aaron <[dickerson.aaron@epa.gov](mailto:dickerson.aaron@epa.gov)>  
**Subject:** RE: Administrator Pruitt- Speaking to US Chamber

Hi Sydney! What about May 26, 30, 31, or June 2? Are there any times he's available on those dates? Thank you for your time and help.

*Leila Getto*

*Institute for 21st Century Energy*

*U.S. Chamber of Commerce*

Direct: 202-463-5829

**Personal Phone/Ex. 6**

**From:** Hupp, Sydney [<mailto:hupp.sydney@epa.gov>]  
**Sent:** Wednesday, May 03, 2017 1:59 PM  
**To:** Getto, Leila  
**Cc:** Dickerson, Aaron  
**Subject:** RE: Administrator Pruitt- Speaking to US Chamber

Neither of those work for us either. So sorry! What about the last week of May?

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**Sydney Hupp**

Executive Scheduler

Office of the Administrator

202.816.1659 (c)

**From:** Getto, Leila [<mailto:LGetto@USChamber.com>]  
**Sent:** Wednesday, May 3, 2017 1:13 PM  
**To:** Hupp, Sydney <[hupp.sydney@epa.gov](mailto:hupp.sydney@epa.gov)>  
**Cc:** Dickerson, Aaron <[dickerson.aaron@epa.gov](mailto:dickerson.aaron@epa.gov)>  
**Subject:** RE: Administrator Pruitt- Speaking to US Chamber

Hi Sydney! We can do ...

Friday, May 5<sup>th</sup> – between noon and 1:15 pm

Thursday, May 18<sup>th</sup> – available 8 am to 9 am

If none of the above dates and times are convenient, can you please let me know if there's a convenient time on Monday, May 15<sup>th</sup> for them to meet?

Thank you!

Leila

*Leila Getto*

*Institute for 21st Century Energy*

*U.S. Chamber of Commerce*

*Direct: 202-463-5829*

**Personal Phone/Ex. 6**

**From:** Hupp, Sydney [<mailto:hupp.sydney@epa.gov>]  
**Sent:** Wednesday, May 03, 2017 12:07 PM  
**To:** Getto, Leila  
**Cc:** Dickerson, Aaron  
**Subject:** RE: Administrator Pruitt- Speaking to US Chamber

Unfortunately we are traveling the 11<sup>th</sup> and unavailable over the lunch hour on the 15<sup>th</sup>. How about the morning of the 18<sup>th</sup>?

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**Sydney Hupp**

Executive Scheduler

Office of the Administrator

202.816.1659 (c)

**From:** Getto, Leila [<mailto:LGetto@USChamber.com>]  
**Sent:** Wednesday, May 3, 2017 12:03 PM  
**To:** Hupp, Sydney <[hupp.sydney@epa.gov](mailto:hupp.sydney@epa.gov)>  
**Cc:** Dickerson, Aaron <[dickerson.aaron@epa.gov](mailto:dickerson.aaron@epa.gov)>  
**Subject:** RE: Administrator Pruitt- Speaking to US Chamber

Sorry, I meant May 15<sup>th</sup> (not 11<sup>th</sup>). Sorry for my typo. Thank you.

*Leila Getto*

*Institute for 21st Century Energy*

*U.S. Chamber of Commerce*

*Direct: 202-463-5829*

Personal Phone/Ex. 6

**From:** Getto, Leila  
**Sent:** Wednesday, May 03, 2017 12:02 PM  
**To:** 'Hupp, Sydney'  
**Cc:** 'Dickerson, Aaron'  
**Subject:** RE: Administrator Pruitt- Speaking to US Chamber

Hi Sydney!

Yes, 10 a.m. on June 20<sup>th</sup> is perfect. Thank you!

Unfortunately, Mr. Donohue is traveling on May 9<sup>th</sup>. Any chance May 5<sup>th</sup> anytime between noon and 1:15 pm is he available? I realize the time is during the traditional lunch hour but we could make it a short meeting. Or what about May 11<sup>th</sup>? Thank you for your time and help.

Best regards,

Leila

*Leila Getto*

*Institute for 21st Century Energy*

*U.S. Chamber of Commerce*

*Direct: 202-463-5829*

**Personal Phone/Ex. 6**

**From:** Hupp, Sydney [<mailto:hupp.sydney@epa.gov>]  
**Sent:** Tuesday, May 02, 2017 12:45 PM  
**To:** Getto, Leila  
**Cc:** Dickerson, Aaron  
**Subject:** RE: Administrator Pruitt- Speaking to US Chamber

Hi Leila,

We are confirmed for June 20 to speak. Is 10AM okay?

As for the meeting on May 8<sup>th</sup>, we are now traveling that day. Could we look at the 9<sup>th</sup> at 10AM?

Thank you!

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**Sydney Hupp**

Executive Scheduler

Office of the Administrator

202.816.1659 (c)

**From:** Getto, Leila [<mailto:LGetto@USChamber.com>]

**Sent:** Friday, April 28, 2017 11:29 AM

**To:** Hupp, Sydney <[hupp.sydney@epa.gov](mailto:hupp.sydney@epa.gov)>

**Cc:** Dickerson, Aaron <[dickerson.aaron@epa.gov](mailto:dickerson.aaron@epa.gov)>

**Subject:** RE: Administrator Pruitt- Speaking to US Chamber

Hi Sydney! How about 10 am on May 8<sup>th</sup>? If that's not convenient, just let me know a better time. Thank you for your patience and help.

*Leila Getto*

*Institute for 21st Century Energy*

*U.S. Chamber of Commerce*

*Direct: 202-463-5829*

**Personal Phone/Ex. 6**

**From:** Hupp, Sydney [<mailto:hupp.sydney@epa.gov>]

**Sent:** Friday, April 28, 2017 10:34 AM

**To:** Getto, Leila

**Cc:** Dickerson, Aaron

**Subject:** RE: Administrator Pruitt- Speaking to US Chamber

Hi Leila,

Following up on this. Thanks!

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**Sydney Hupp**

Executive Scheduler

Office of the Administrator

202.816.1659 (c)

**From:** Hupp, Sydney

**Sent:** Wednesday, April 19, 2017 5:21 PM

**To:** 'Getto, Leila' <[LGetto@USChamber.com](mailto:LGetto@USChamber.com)>

**Cc:** Dickerson, Aaron <[dickerson.aaron@epa.gov](mailto:dickerson.aaron@epa.gov)>

**Subject:** RE: Administrator Pruitt- Speaking to US Chamber

Hi Lelia,

Hope you had a great weekend! Just touching base on the speaking form. Please let me know if you have any questions. Additionally I received your request for a meeting between Mr. Donohue and the Administrator. That would be great! Of the days offered, the 8<sup>th</sup> looks good on our end. What time of day tends to be best for you all?

Thanks!

Sydney Hupp

Office of the Administrator- Scheduling

202.816.1659