

**To:** 'Lute, Olivia Anne'[OALUTE@southernco.com]  
**Cc:** Hupp, Sydney[hupp.sydney@epa.gov]; Black, Noel W.[NWBLACK@southernco.com];  
Newton, Maggie[MNEWTON@southernco.com]  
**From:** Woodward, Cheryl  
**Sent:** Wed 5/10/2017 5:01:05 PM  
**Subject:** RE: Scheduling

I apologize I thought you had the instructions.

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 12th 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 12th and Constitution Avenues. It is almost exactly half way between the two avenues on 12th 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.

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

From: Lute, Olivia Anne [mailto:OALUTE@southernco.com]  
Sent: Wednesday, May 10, 2017 12:12 PM  
To: Woodward, Cheryl <Woodward.Cheryl@epa.gov>  
Cc: Hupp, Sydney <hupp.sydney@epa.gov>; Black, Noel W. <NWBLACK@southernco.com>; Newton, Maggie <MNEWTON@southernco.com>  
Subject: RE: Scheduling

Good afternoon, Cheryl!

I am looking for finalize some final calendar details for this afternoon's meeting, and was wondering if you could please confirm which door/entrance Tom Fanning and Noel Black should use, as well as which office they will be meeting in once inside the building.

Thanks so much,  
Olivia Lute

Olivia Lute  
Executive Assistant  
Southern Company  
601 Pennsylvania Ave NW, Ste 800  
Washington, DC 20004  
Tel 202.261.5000  
southerncompany.com

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

From: Eames, Frederick R. [mailto:feames@hunton.com]  
Sent: Tuesday, May 09, 2017 6:04 PM

To: Hupp, Sydney <hupp.sydney@epa.gov>  
Cc: Gunasekara, Mandy <Gunasekara.Mandy@epa.gov>; Woodward, Cheryl  
<Woodward.Cheryl@epa.gov>; Black, Noel W. <NWBLACK@southernco.com>  
Subject: Re: Scheduling

I am not part of tomorrow's meeting. Copying Noel Black, who is coordinating with Samantha.

Sent from my iPad

> On May 9, 2017, at 5:21 PM, Hupp, Sydney <hupp.sydney@epa.gov> wrote:

>

> Looking forward to having you here tomorrow! What is specific topic to be discussed? Thank you!

>

>

> \_\_\_\_\_

> Sydney Hupp

> Executive Scheduler

> Office of the Administrator

> 202.816.1659 (c)

>

> -----Original Message-----

> From: Woodward, Cheryl

> Sent: Sunday, April 30, 2017 6:22 PM

> To: 'Eames, Frederick R.' <feames@hunton.com>; Hupp, Sydney  
<[>](https://urldefense.proofpoint.com/v2/url?u=http-3A__hupp.sydney-40epa.gov&d=DwlFAG&c=jxhwBfk-KSV6FFlot0PGng&r=iVm7FWnJ9-HT3nuKthltpmg-Ux1tlgPR7ds5B78ASeM&m=RvqaNH9ion3JCEYESYIOV9vOxLn2baB5XCj8CSs3NQE&s=uWVnaOVjAyMCSyUrG4pJFxmWXtP6rMcf8lqsLOXcLF8&e=)

> Cc: Gunasekara, Mandy <[>; Woodward, Cheryl  
<\[>\]\(https://urldefense.proofpoint.com/v2/url?u=http-3A\_\_Woodward.Cheryl-40epa.gov&d=DwlFAG&c=jxhwBfk-KSV6FFlot0PGng&r=iVm7FWnJ9-HT3nuKthltpmg-Ux1tlgPR7ds5B78ASeM&m=RvqaNH9ion3JCEYESYIOV9vOxLn2baB5XCj8CSs3NQE&s=H-a9HIMs09b9pR2\_OCcmUOf97LDJb2QdX6F\_waa0eSU&e=\)](https://urldefense.proofpoint.com/v2/url?u=http-3A__Gunasekara.Mandy-40epa.gov&d=DwlFAG&c=jxhwBfk-KSV6FFlot0PGng&r=iVm7FWnJ9-HT3nuKthltpmg-Ux1tlgPR7ds5B78ASeM&m=RvqaNH9ion3JCEYESYIOV9vOxLn2baB5XCj8CSs3NQE&s=po53QEckl82dQg_sZwBH6W7ILtjYS4jmCW9KSenXHIY&e=)

> Subject: RE: Scheduling

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> All set for the logistic.

>

> -----Original Message-----

> From: Eames, Frederick R. [mailto:[feames@hunton.com](mailto:feames@hunton.com)]

> Sent: Sunday, April 30, 2017 5:49 PM

> To: Hupp, Sydney <[>](https://urldefense.proofpoint.com/v2/url?u=http-3A__hupp.sydney-40epa.gov&d=DwlFAG&c=jxhwBfk-KSV6FFlot0PGng&r=iVm7FWnJ9-HT3nuKthltpmg-Ux1tlgPR7ds5B78ASeM&m=RvqaNH9ion3JCEYESYIOV9vOxLn2baB5XCj8CSs3NQE&s=uWVnaOVjAyMCSyUrG4pJFxmWXtP6rMcf8lqsLOXcLF8&e=)

> Cc: Gunasekara, Mandy <[>; Woodward, Cheryl  
<\[>\]\(https://urldefense.proofpoint.com/v2/url?u=http-3A\_\_Woodward.Cheryl-40epa.gov&d=DwlFAG&c=jxhwBfk-KSV6FFlot0PGng&r=iVm7FWnJ9-HT3nuKthltpmg-Ux1tlgPR7ds5B78ASeM&m=RvqaNH9ion3JCEYESYIOV9vOxLn2baB5XCj8CSs3NQE&s=H-a9HIMs09b9pR2\_OCcmUOf97LDJb2QdX6F\_waa0eSU&e=\)](https://urldefense.proofpoint.com/v2/url?u=http-3A__Gunasekara.Mandy-40epa.gov&d=DwlFAG&c=jxhwBfk-KSV6FFlot0PGng&r=iVm7FWnJ9-HT3nuKthltpmg-Ux1tlgPR7ds5B78ASeM&m=RvqaNH9ion3JCEYESYIOV9vOxLn2baB5XCj8CSs3NQE&s=po53QEckl82dQg_sZwBH6W7ILtjYS4jmCW9KSenXHIY&e=)

> Subject: Re: Scheduling

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> Sydney and Cheryl - I have talked this evening with Mandy. We expect Southern Company will have one additional participant. The company's CEO Tom Fanning will be in town tomorrow and is expected to be available for the meeting. He and the Administrator have met previously. Please let me know if you have any questions.

>

> Sent from my iPhone

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>> On Apr 21, 2017, at 11:36 AM, Hupp, Sydney <[https://urldefense.proofpoint.com/v2/url?u=http-3A\\_\\_hupp.sydney-40epa.gov&d=DwlFAG&c=jxhwBfk-KSV6FFlot0PGng&r=iVm7FWnJ9-HT3nuKthltpmg-Ux1tlgPR7ds5B78ASeM&m=RvqaNH9ion3JCEYESYIOV9vOxLn2baB5XCj8CSs3NQE&s=uWVnaOVjAyMCSyUrG4pJFxmWXtP6rMcf8lqsLOXcLF8&e=](https://urldefense.proofpoint.com/v2/url?u=http-3A__hupp.sydney-40epa.gov&d=DwlFAG&c=jxhwBfk-KSV6FFlot0PGng&r=iVm7FWnJ9-HT3nuKthltpmg-Ux1tlgPR7ds5B78ASeM&m=RvqaNH9ion3JCEYESYIOV9vOxLn2baB5XCj8CSs3NQE&s=uWVnaOVjAyMCSyUrG4pJFxmWXtP6rMcf8lqsLOXcLF8&e=)> wrote:

>>

>> Hi Mr. Eames,

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>> Mandy forwarded over your questions about arriving the day of. I am looping in Cheryl who will provide logistics to you. As for the length of the meeting, yes I had it set at 30 minutes but have extended it to 45 minutes. Thank you for advising on the topic!

>>

>> Thank you!

>>

>> Sydney Hupp

>> Office of the Administrator- Scheduling

>> 202.816.1659

>>

>> -----Original Message-----

>> From: Gunasekara, Mandy

>> Sent: Thursday, April 20, 2017 5:21 PM

>> To: Hupp, Sydney <[https://urldefense.proofpoint.com/v2/url?u=http-3A\\_\\_hupp.sydney-40epa.gov&d=DwlGaQ&c=jxhwBfk-KSV6FFlot0PGng&r=iVm7FWnJ9-HT3nuKthltpmg-Ux1tlgPR7ds5B78ASeM&m=3dmWTUnmox2sf526KldTNE3c2jKuEGbsV-3o-h-3qqA&s=lbssjleBgl4OwwfR9W5v6qk2wbQHb82nish1TcXHcdo&e=](https://urldefense.proofpoint.com/v2/url?u=http-3A__hupp.sydney-40epa.gov&d=DwlGaQ&c=jxhwBfk-KSV6FFlot0PGng&r=iVm7FWnJ9-HT3nuKthltpmg-Ux1tlgPR7ds5B78ASeM&m=3dmWTUnmox2sf526KldTNE3c2jKuEGbsV-3o-h-3qqA&s=lbssjleBgl4OwwfR9W5v6qk2wbQHb82nish1TcXHcdo&e=)>

>> Subject: FW: Scheduling

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>> -----Original Message-----

>> From: Eames, Frederick R. [mailto:[feames@hunton.com](mailto:feames@hunton.com)]

>> Sent: Thursday, April 20, 2017 5:19 PM

>> To: Gunasekara, Mandy <[https://urldefense.proofpoint.com/v2/url?u=http-3A\\_\\_Gunasekara.Mandy-40epa.gov&d=DwlGaQ&c=jxhwBfk-KSV6FFlot0PGng&r=iVm7FWnJ9-HT3nuKthltpmg-Ux1tlgPR7ds5B78ASeM&m=3dmWTUnmox2sf526KldTNE3c2jKuEGbsV-3o-h-3qqA&s=U5hRu1aflIcTztE921vji8vr\\_XEww7GPEmjrRo4V9Sc&e=](https://urldefense.proofpoint.com/v2/url?u=http-3A__Gunasekara.Mandy-40epa.gov&d=DwlGaQ&c=jxhwBfk-KSV6FFlot0PGng&r=iVm7FWnJ9-HT3nuKthltpmg-Ux1tlgPR7ds5B78ASeM&m=3dmWTUnmox2sf526KldTNE3c2jKuEGbsV-3o-h-3qqA&s=U5hRu1aflIcTztE921vji8vr_XEww7GPEmjrRo4V9Sc&e=)>

>> Subject: RE: Scheduling

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>> When you and/or Sydney have a chance, please send information including the following:

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>> 1. Information required to enter the building.

>> 2. Which entrance.

>> 3. Room number.

>> 4. Is he planning for 30 minutes or 60? I assume 30, but it's a complex topic.

>> 5. Any specific points of emphasis you would like. We'll plan on a few basic illustrative slides but certainly can go into as great detail as he may desire.

>>

>> Thanks again Mandy. Looking forward to it.

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>> -----Original Message-----

>> From: Gunasekara, Mandy [mailto:[Gunasekara.Mandy@epa.gov](mailto:Gunasekara.Mandy@epa.gov)]





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