

From: "Getto, Leila S" <leila_getto@ios.doi.gov>
To: "Lynne.Hames@clr.com" <Lynne.Hames@clr.com>
Subject: FW: Call Request with Secretary Bernhardt
Date: Tue, 21 Apr 2020 13:52:08 +0000
Attachments: DB_Meeting_Information_Request_Form_2019_(Updated_Draft_for_Review_-_8-4-19).docx

Hi Lynn! It looks like we were able to connect with Blu who is working on our request to complete the required form for our ethics team. Disregard my call. Thank you!

Leila Getto
Deputy Director, Scheduling and Advance
Immediate Office of the Secretary
Direct: 202-208-5359; Cell: 202-706-9435
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From: Hebert, Samantha T
Sent: Tuesday, April 21, 2020 9:35:56 AM
To: blu.hulsey@clr.com <blu.hulsey@clr.com>
Subject: Call Request with Secretary Bernhardt

Good Morning Blu,

I believe we spoke before when Secretary Zinke was still here at Interior, I hope all is as well as it can be with you right now.

I'm attaching a meeting request form for Secretary Bernhardt to this email. Once I receive the completed form back I can get this request sent over to ethics and general law so I can schedule.

Please feel free to reach out to me with any questions.

Thanks,
Sam

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Meeting Information Request Form

To ensure that the appropriate individual within the Department of the Interior is meeting with you on a given matter and because the Office of the Secretary is committed to maintaining the highest ethical standards, we need the information requested below before we can agree to schedule a meeting.

Please respond to the questions below and send your response to scheduling@ios.doi.gov.
If you have any questions you may contact the Scheduling Office at 202-208-7551.

Requesting individual/organization: (Please identify the person(s) name and affiliation) requesting the meeting, including any background information on the affiliated organization(s).)	
Contact information (Name, Email, Phone):	
Please describe the action sought from the Office of the Secretary:	
Proposed meeting date (if date is flexible please indicate a proposed date range): Please identify any time sensitivity that impacts the date of the meeting, such as court-ordered or statutory deadline:	
Proposed meeting location (City, State):	
Expected meeting participants (name, title, and organizational affiliation):	
Are any expected meeting participants registered lobbyists or lobbying organizations, and/or registered under the Foreign Agents Registration Act? (If yes, please identify.)	
Are any expected meeting participants a partisan political candidate, a representative of a political party or a registered political action committee (PAC)? (If yes, please identify.)	
Do any expected meeting participants seek or currently have any business interests with the Department such as permits, contracts, litigation, grants, etc.? (If yes, please identify.)	

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Describe the proposed meeting topic/ agenda, provide available briefing materials, and identify desired outcome(s):	
Will the meeting involve legislation, broad policy options, or other general matters that involve a large and diverse range of persons and interests? (If yes, please describe.)	
Will the meeting involve regulations, rules, or other matters that impact a specific industry, sector of the economy, or group of persons? (If yes, please describe.)	
Will the meeting involve a litigation matter, a permit, a grant, a contract, or any other matter that involves specific parties? • If yes, please identify the matter and list the specific parties.	
With which Bureau(s) or Office(s) does the proposed meeting agenda most align? Please list all, if more than one.	
If the Secretary is unable to meet, is a surrogate desired? If yes, anyone specific?	
Any additional notes or information?	

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