

**To:** Hupp, Sydney[hupp.sydney@epa.gov]  
**From:** LToya Knighten  
**Sent:** Mon 4/24/2017 5:13:21 PM  
**Subject:** RE: May 4 request  
OKC to D.C. Visit-EPA Administrator Pruitt Speaker Request Form.pdf

Sydney,

Please find attached the requested scheduling form. Call me if you have any questions! Thanks,

**LToya Knighten**

Director of Marketing

Greater Oklahoma City Chamber

123 Park Ave.

Oklahoma City, OK 73102

P: 405.297.8941 | F: 405.297.8986

E-Mail: [lknighten@okcchamber.com](mailto:lknighten@okcchamber.com)

**From:** Hupp, Sydney [mailto:hupp.sydney@epa.gov]  
**Sent:** Monday, April 24, 2017 8:19 AM  
**To:** LToya Knighten  
**Subject:** RE: May 4 request

Thank you! I look forward to working with you!

Sydney Hupp

Office of the Administrator- Scheduling

202.816.1659

**From:** LToya Knighten [<mailto:lknighten@okcchamber.com>]  
**Sent:** Friday, April 21, 2017 5:03 PM  
**To:** Hupp, Sydney <[hupp.sydney@epa.gov](mailto:hupp.sydney@epa.gov)>  
**Subject:** May 4 request

Sydney,

Cynthia Reid has asked me to work with you concerning Administrator Pruitt's May 4<sup>th</sup> speaking engagement before the Greater Oklahoma City Chamber. I am working on the scheduling form now and will have it sent back to you Monday morning. I just wanted to introduce myself as I will now be the contact going forward. My cell is listed below if case you need it the morning of the event, and of course will be on the scheduling form as well. Thank you!

**LToya Knighten**

Director of Marketing

Greater Oklahoma City Chamber

123 Park Ave.

Oklahoma City, OK 73102

P: 405.297.8941 | F: 405.297.8986

E-Mail: [lknighten@okcchamber.com](mailto:lknighten@okcchamber.com)



**ADMINISTRATOR PRUITT SPEAKER REQUEST FORM**  
**U.S. Environmental Protection Agency**

**Deadline for Acceptance:** April 26, 2017

**Event Title:** Greater Oklahoma City Chamber Annual D.C. Visit

**Speech Date:** Thursday, May 4, 2017

**Is the Above Date Flexible:** No

**Speech Time & Duration:** 9:45 a.m.- 10:30 a.m. (45 minutes)

**Speaker Requested:** Administrator Scott Pruitt

**Would You Consider a Surrogate:** No

**Event Location:** National Press Club, Holeman Lounge  
529 14<sup>th</sup> Street, N.W. 13<sup>th</sup> floor  
202-662-7500  
Holeman Lounge

**ALL GUESTS MUST HAVE A VALID CODE TO ENTER THE FACILITY.**

Simply present this code - either printed or on your mobile device - at the turnstiles located on the 13th floor on the day of our event.



**Open Press/Closed Press:** Closed Press

**Is Event Webcast/Recorded/Transcribed:** No

**Purpose of the Event:** The Greater Oklahoma City Chamber hosts the annual visit to D.C. to strengthen the relationships between Oklahoma City's business leaders and Oklahoma's congressional delegation. The trip also gives us the opportunity to highlight the value we place on Tinker Air Force Base with our military partners.



**ADMINISTRATOR PRUITT SPEAKER REQUEST FORM**  
**U.S. Environmental Protection Agency**

---

**Speech Topic:** Regulatory Reform, in addition to updates on the energy and agricultural industries. Where does Administrator Pruitt want to take the EPA and how will it impact Oklahoma?

---

**Requested Presentation Format:** Presentation from podium with Q&A

---

**Dress Code:** Business

---

**Speech/Presentation Duration:** 45 minutes total, to include Q&A

---

**Teleprompter Available:** No

---

**Microphone / Room Setup:** Podium with mic. Attendees will be seated at table rounds.

---

**Event Sponsor:** American Fidelity; Burns & McDonnell; The Ace Family of Companies; Manhattan Construction Company

---

**Relationship to the EPA:**

---

**Event Agenda/Program:**

Greater Oklahoma City Chamber – DC Visit

Agenda

**Wednesday, May 3**

Noon  
Attendees meet in the lobby of The Henley Park Hotel  
926 Massachusetts Avenue NW, Washington, D.C. 202-638-5200  
Attendees receive name badges and program books.

12:30 p.m.  
Travel to Library of Congress  
Jefferson Building, Room LJ-119

1-5:30 p.m.  
Briefings with Oklahoma congressional delegation  
Library of Congress, Jefferson Building, Room LJ-119  
30-minute sessions with Senators Jim Inhofe and James Lankford and  
Congressmen Jim Bridenstine, Tom Cole, Frank Lucas, Markwayne  
Mullin and Steve Russell.

Refreshments will be available during the afternoon meetings.

6-7:30 p.m.  
Reception on the Hill  
Location: Senate Dirksen Building, SD-106  
Senator Jim Inhofe will host a reception for Oklahoma City delegates,  
federal and military officials and key staff members of the Oklahoma  
congressional delegation.

7:30 p.m.      Dinner on your own

---



**ADMINISTRATOR PRUITT SPEAKER REQUEST FORM**  
**U.S. Environmental Protection Agency**

**Thursday, May 4**

7:45 a.m.  
Breakfast  
National Press Club, Holeman Lounge 529 14th St. NW, 13th Floor  
202-662-7500

8-8:45 a.m.  
Military Defense Briefings  
Maj. Gen. James Martin, Jr.  
Deputy Assistant Secretary for Budget, Office of the Assistant  
Secretary of the Air Force for Financial Management and Comptroller  
The Pentagon

8:45-9:30 a.m.  
Mark Correll  
Deputy Assistant Secretary of the Air Force for Environment, Safety  
and Infrastructure  
U.S. Air Force

9:45-10:30 a.m.  
Executive Briefing  
Scott Pruitt, Administrator, U.S. Environmental Protection Agency

10:15-11 a.m.  
Criminal Justice Reform Briefing  
Andrew Page, Project Director, Public Safety Performance Jake  
Horowitz, Director of Research and  
Policy, Public Safety Performance  
The Pew Charitable Trusts

11-11:45 a.m.  
The National Political Landscape  
Ben Schreckinger, Reporter POLITICO

Noon  
Program Concludes/Hotel Checkout

---

**Honorable Guests Attending:**

Attending May 2 reception only General Paul J. Selva, Vice Chairman  
of the Joint Chiefs of Staff

---

**Notable Federal, State or Local  
Appointed or Elected officials attending:**

**Individual Introducing Administrator:**

Rhonda Hooper; President and CEO of Jordan Advertising; Chair of  
the Greater Oklahoma City Chamber Board of Directors

---

**Person to contact for speechwriting purposes:**

LToya Knighten  
lknighten@okcchamber.com  
405-297-8941

---



**ADMINISTRATOR PRUITT SPEAKER REQUEST FORM**  
**U.S. Environmental Protection Agency**

918-850-7776

---

**Person to contact for media purposes:**

Cynthia Reid  
creid@okcchamber.com  
405-297-8642  
[Cell Number]

---

**Origin of Invitation:**

---

**Day of Event Point of Contact:**

LToya Knighten  
lknighten@okcchamber.com  
405-297-8941  
918-850-7776

---

**Security Contact:**

LToya Knighten  
lknighten@okcchamber.com  
405-297-8941  
918-850-7776

---

**Is the organization or host of the event a registered 501(c)(3), (4), or has a 527 Political Action Committee (PAC):**

**Yes, 501C4**

**Will there be a presentation of a "gift" to the Administrator?**

**Pen and Power Bank (charger)**

**If so, what is the US currency value of the gift?**

**Less than \$10 value**

**Will a meal be provided, if so what is the US**

**No**

**Please return this form completed to [scheduling@epa.gov](mailto:scheduling@epa.gov) and Sydney Hupp ([hupp.sydney@epa.gov](mailto:hupp.sydney@epa.gov)).**

---