

February 2, 2025

Sunday

February 2025							March 2025						
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EST	SUNDAY
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February 3, 2025

Monday

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March 2025						
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	MONDAY
	3
EST	Ericka - Scheduled Off Day - Director Calendar, BOEM 
7 AM	
8	
9	One-on-One with Jill Lewandowski; Microsoft Teams Meeting; Cruickshank, Walter 
10	Sec. Burgum; C St lobby
11	One-on-one Karen Thundiyil; Microsoft Teams Meeting; Cruickshank, Walter 
12 PM	One-on-one Lisa; Microsoft Teams Meeting; Cruickshank, Walter  BLOCK 
1	
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3	
4	BOEM Director's All Staff Meeting [Teams] Microsoft Teams Meeting; BSEE-STER-Conferenceroom370; Director's  Bi-Weekly Check-in with Megan; Microsoft Teams Meeting; Cruickshank, Walter 
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February 4, 2025

Tuesday

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March 2025						
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	TUESDAY
EST	4
7 AM	
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9	Weekly Meeting w/ Tracey; Microsoft Teams Meeting; Cruickshank, Walter 
10	Intune Update Atkins, Keya T
11	Weekly Communications Meeting [internal] Microsoft Teams Meeting; Director Calendar, BOEM 
12 PM	BLOCK 
1	FEVS Action Plan PACR; Microsoft Teams Meeting; BSEE-CA-ConferenceRoom200-R34; Cruickshank, Walter 
2	Monthly Meeting with Tribal Liaisons [internal]; Microsoft Teams Meeting; Director Calendar, BOEM 
3	
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6	
	8:00pm - 8:30pm URGENT JL justification

February 5, 2025

Wednesday

February 2025

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March 2025

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	WEDNESDAY
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7 ^{AM}	
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9	Check in w/ Deanna; Microsoft Teams Meeting; Cruickshank, Walter 
	Bi-Weekly FOIA Check-In; Cruickshank, Walter 
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11	
12 ^{PM}	BLOCK 
1	
2	Meeting with Monica Thornton to Discuss Space; Walter's Office - Room 5211; Cruickshank, Walter
3	Weekly DIR Check-In Call [internal]; Microsoft Teams Meeting; Director Calendar, BOEM 
4	SLT Meeting: Secretarial Orders Discussion Microsoft Teams Meeting; Director Calendar, BOEM 
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February 6, 2025

Thursday

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	THURSDAY
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EST	(b) (6) - Director Calendar, BOEM
7 ^{AM}	
8	
9	Check-In w/Karen Baker; Microsoft Teams Meeting; Cruickshank, Walter BOEM Discussion ; MIB 5211; Boutwell, Stephen D
10	Intune Update, part 2; Microsoft Teams Meeting; Cruickshank, Walter
11	Monthly SPIA Check-In; Microsoft Teams Meeting; Cruickshank, Walter 
12 ^{PM}	BLOCK 
1	Weekly Director's Standing SLT Meeting [internal] Microsoft Teams Meeting Director Calendar, BOEM 
2	
3	DOI Co-Stewardship Committee Monthly Meeting Microsoft Teams Meeting Heinlein, Thomas 
4	Bi-Weekly Meeting w/ Doug ; Microsoft Teams Meeting; Cruickshank, Walter  Hold for weekly
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February 7, 2025

Friday

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EST	FRIDAY
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9	Call SP
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11	Check-in w/ Jim A.; Microsoft Teams Meeting; Cruickshank, Walter
12 ^{PM}	BLOCK
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3	Monthly Meeting w/ GOAR; Microsoft Teams Meeting; Director Calendar, BOEM
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5	Certify Payroll; Cruickshank, Walter
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February 8, 2025

Saturday

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February 9, 2025

Sunday

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February 10, 2025

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March 2025						
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EST	MONDAY
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7 ^{AM}	
8	
9	One-on-One with Jill Lewandowski; Microsoft Teams Meeting; Cruickshank, Walter
10	One-on-one Lisa; Microsoft Teams Meeting; Cruickshank, Walter Space Discussion w/ Monica Thornton; Walter's Office, Room 5211; Cruickshank, Walter
11	Bi-Weekly Check-in with Megan; Microsoft Teams Meeting; Cruickshank, Walter
12 ^{PM}	BLOCK
1	[In-Person] Directorate Meeting: Trinidad Rancheria [external]; BSEE-DC-ConferenceRoom_5248_5250; Director Calendar, BOEM
2	Weekly Check-In w/Givey; Microsoft Teams Meeting; Cruickshank, Walter
3	BOEM Director's All Staff Meeting [Teams] Microsoft Teams Meeting; BSEE-STER-Conferenceroom370; Director Calendar, BOEM
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5	Leave for evening meeting
6	(b) (6)

February 11, 2025

Tuesday

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	TUESDAY	
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EST		
7 AM		
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9	One-on-one Karen Thundiyil; Microsoft Teams Meeting; Cruickshank, Walter	
10	Hold for weekly; Cruickshank, Walter	
	OEP All Hands; Microsoft Teams Meeting; Cruickshank, Walter	
11	Weekly Communications Meeting [internal] Microsoft Teams Meeting; Director Calendar, BOEM	Secretary's Weekly Report Process; Microsoft Teams Meeting; Fi
12 PM	BLOCK	
1	[In-Person] Directorate Meeting: Offshore Wind Energy Project at Morro Bay [external]; BSEE-DC-ConferenceRoom_5248_5250; Directc	
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5	BOEM Contract Review Microsoft Teams Meeting Marr, Douglas M	
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February 12, 2025

Wednesday

February 2025

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March 2025

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	WEDNESDAY
EST	12
7 ^{AM}	
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9	Check in w/ Deanna; Microsoft Teams Meeting; Cruickshank, Walter 
	One-on-One with Stephen; Microsoft Teams Meeting; Cruickshank, Walter 
10	Bi-Weekly Check in w/OBA; Microsoft Teams Meeting; Cruickshank, Walter 
11	CoS Meeting Download; Microsoft Teams Meeting; Office of the Director, BSEE
	One on One with Jenna; Walter's Office; Foreman, Jennafer L 
12 ^{PM}	BLOCK 
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3	DOI Senior Ocean Policy Team and Regional Ocean Contacts: Joint Meeting Microsoft Teams Meeting DOI Senior Ocean Policy Team and Regional Ocean Contacts
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February 13, 2025

Thursday

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EST		THURSDAY										
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		Muse - Telework - Muse, Sandy C										
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	12 ^{PM}	BLOCK										
	1	Weekly Meeting w/ Tracey; Microsoft Teams Meeting; Cruickshank, Walter										
2	Weekly Director's Standing SLT Meeting [internal]											
	Microsoft Teams Meeting											
3	Director Calendar, BOEM											
4	[Transit] [Director's Meeting] Representative Chris Smith - R-NJ [External]; Director Calendar, BOEM											
	Meeting with Rep. Chris Smith (NJ)											
5	2373 Raybirt House Office Building											
	Howarth, Robert G											
6	Hold for weekly											
	MIB Happy Hour											
7	Carr, Megan E											
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February 14, 2025

Friday

February 2025							March 2025						
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EST	FRIDAY
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	10
	Bi-Weekly OREP Check In; Microsoft Teams Meeting; Director Calen
	Discuss Mil Spouse
	Microsoft Teams Meeting; Ackerman, Jennifer A
	11
	Check-in w/ Jim A.; Microsoft Teams Meeting; Cruickshank, Walt
	12 ^{PM}
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	Check In with Karen B; Microsoft Teams Meeting; Director Calendar, BOEM
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February 15, 2025

Saturday

February 2025							March 2025						
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EST	SATURDAY
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February 16, 2025

Sunday

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EST	SUNDAY
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February 17, 2025

Monday

February 2025

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March 2025

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EST	MONDAY	
	17	
	Ericka - Scheduled Off Day - Director Calendar, BOEM	
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	12 ^{PM}	BLOCK
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	4	BOEM Director's All Staff Meeting [Teams] Microsoft Teams Meeting; BSEE-STER-Conferenceroom370; Director Calendar, BOEM
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February 18, 2025

Tuesday

February 2025						
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March 2025						
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	TUESDAY
EST	18
7 ^{AM}	
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9	One-on-one Karen Thundiyil; Microsoft Teams Meeting; Cruickshank, Walter 
10	Hold for weekly; Cruickshank, Walter 
11	Weekly Communications Meeting [internal] Microsoft Teams Meeting; Director Calendar, BOEM 
12 ^{PM}	BLOCK 
1	Monthly SPIA Meeting [internal]; Microsoft Teams Meeting; Director Calendar, BOEM 
2	
3	Canceled: Monthly Meeting w/ Alaska Region [internal]; Microsoft Teams Meeting; Director Calendar, BOEM 
4	DRP; Microsoft Teams Meeting; Richardson, Tamara L
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February 19, 2025

Wednesday

February 2025

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March 2025

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	WEDNESDAY
	19
EST	(b) (6) (Microsoft Teams Meeting) (b) (6) To Feb 21 →
7 ^{AM}	
8	
9	Bi-Weekly FOIA Check-In; Cruickshank, Walter
10	One-on-one Lisa; Microsoft Teams Meeting; Cruickshank, Walter
11	(b) (6)
12 ^{PM}	BLOCK
1	BOEM/ASLM Weekly Meeting; ASLM Conf Room 6616; Wischer, Gregory D
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3	Weekly DIR Check-In Call [internal]; Microsoft Teams Meeting; Director Calendar, BOEM Block
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February 20, 2025

Thursday

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March 2025						
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EST	THURSDAY	
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	← From Feb 19 (b) (6) (Microsoft Teams Meeting) - (b) (6) To Feb 21 →	
	W Money - Sterling (AM) TW (PM) - Director Calendar, BOEM	
7 ^{AM}		
8		
9		
10	BOEM Overview ASLM Conf Rm 6616; OS-ASLM_Conference_Room 6618 Wischer, Gregory D	
11	Monthly Check in w/IT; Microsoft Teams Meeting; Cruickshank, Walter BOEM Financial Assurance Briefing; OS-ASLM_Conference_Room 6618; Wischer, Gregory D	
12 ^{PM}	BLOCK	BOEM Office of Civil Rights MONTHLY WORKPLACE OFFICE HOU Microsoft Teams Meeting BOEM Office of Civil Rights
1	Weekly Director's Standing SLT Meeting [internal] Microsoft Teams Meeting; Director Calendar, BOEM	
2	Space Discussion with Monica Thornton; Walter's Office; Cruickshank, Walter	
3	Bi-Weekly Deputy Director's - Operations Meeting Microsoft Teams Meeting; BSEE-CA-ConferenceRoom200-R34 Cruickshank, Walter	
4	Monthly Meeting w/ Pacific Region [internal]; Microsoft Teams Meeting; BSEE-CA-ConferenceRoom200-R34; Director Calendar, BOEM Hold for weekly	
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February 21, 2025

Friday

February 2025

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March 2025

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EST	FRIDAY
	21
	← From Feb 19 (b) (6) (Microsoft Teams Meeting) - (b) (6)
	New Citi Statement Available - Cruickshank, Walter
7 AM	
8	
9	Weekly Meeting w/ Tracey; Microsoft Teams Meeting; Cruickshank, Walter
10	NRW question; Microsoft Teams Meeting; Hawbecker, Karen S
11	Check-in w/ Jim A.; Microsoft Teams Meeting; Cruickshank, Walter Monthly Check in w/IT; Microsoft Teams Meeting; Anderson, James G
12 PM	BLOCK
1	Discussion: Workforce Efficiency - BOEM Conference Room 5142; Dankert, Charles M
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3	URGENT: E.O. Exercise; Microsoft Teams Meeting; Cruickshank, Walter
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5	Certify Payroll; Cruickshank, Walter
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February 22, 2025

Saturday

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EST	SATURDAY
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February 23, 2025

Sunday

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EST	SUNDAY
	23
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9	URGENT: E.O. Exercise; Microsoft Teams Meeting; Anderson, James G
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February 24, 2025

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March 2025						
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EST	MONDAY
	24
7 ^{AM}	
8	
9	One-on-One with Jill Lewandowski; Microsoft Teams Meeting; Cruickshank, Walter
10	One-on-one Lisa; Microsoft Teams Meeting; Cruickshank, Walter Directorate managers meeting re: EO instruction; Microsoft Teams Meeting; Cruickshank, Walter
11	Bi-Weekly Check-in with Megan; Microsoft Teams Meeting; Cruickshank, Walter
12 ^{PM}	BLOCK
1	IT (Printer setup); Microsoft Teams Meeting; Cruickshank, Walter
2	
3	BOEM/ASLM Weekly Meeting; OS-ASLM_Conference_Room 6618; Wischer, Gregory D BOEM Director's All Staff Meeting [Teams] Microsoft Teams Meeting; BSEE-STER-Conferenceroom370; Director Calendar, BOEM
4	Discussion: ASLM S.O. Action Plans PMB Assistant Secretary Room 5110; Dankert, Charles M Send OPM bullets
5	Weekly Check-In w/Givey; Microsoft Teams Meeting; Cruickshank, Walter
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February 25, 2025

Tuesday

February 2025							March 2025						
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23	24	25	26	27	28		23	24	25	26	27	28	29
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EST	TUESDAY
	25
7 AM	
8	
9	One-on-one Karen Thundiyil; Microsoft Teams Meeting; Cruickshank, Walter
10	Hold for weekly; Cruickshank, Walter
11	OBA All Hands Meeting BSEE-STER-ConferenceRoom142 Decker, Karen Weekly Communications Meeting [internal] Microsoft Teams Meeting; Director Calend
12 PM	BLM/ASLM Weekly Meeting OS-ASLM_Conference_Room 6618; Wischer BLOCK Lunch Microsoft Teams Meeting Moorman, Kyle W
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February 26, 2025

Wednesday

February 2025							March 2025						
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23	24	25	26	27	28		23	24	25	26	27	28	29
							30	31					

EST	WEDNESDAY												
	26												
7 ^{AM}													
8													
9	Check in w/ Deanna; Microsoft Teams Meeting; Cruickshank, Walter												🔄
	One-on-One with Stephen; Microsoft Teams Meeting; Cruickshank, Walter												🔄
10	Bi-Weekly Check in w/OBA; Microsoft Teams Meeting; Cruickshank, Walter												🔄
11	One on One with Jenna; Walter's Office; Foreman, Jennafer L												🔄
12 ^{PM}	BLOCK												🔄
1	Catch up; 6142; Travnicek, Andrea J												
	Check-in w/ Karen Baker; Microsoft Teams Meeting; Cruickshank, Walter												🔄
2													
	Mentorship with Lisa; Microsoft Teams Meeting; Cruickshank, Walter												🔄
3													
	Forecasting Model; Microsoft Teams Meeting; Anderson, James G												
4													
	Planning Exercise; Microsoft Teams Meeting; Anderson, James G												
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6													

February 27, 2025

Thursday

February 2025						
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March 2025						
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30	31					

EST	THURSDAY
	27
7 ^{AM}	
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9	Planning Exercise #2; Microsoft Teams Meeting; Anderson, James G
10	
11	
12 ^{PM}	BLOCK Options Paper - National OCS Oil and Gas Leasing Program Discu
1	Lease Sale 262 Options Paper Discussion; Microsoft Teams Meeting; Foreman, Jennafer L
2	Weekly Director's Standing SLT Meeting [internal] Microsoft Teams Meeting Director Calendar, BOEM
3	
4	Check-in; Microsoft Teams Meeting; Anderson, James G
5	Hold for weekly
6	