

To: Hupp, Sydney[hupp.sydney@epa.gov]
Cc: Morris, Madeline[morris.madeline@epa.gov]; Dickerson, Aaron[dickerson.aaron@epa.gov]
From: Jessica Garrison
Sent: Tue 6/20/2017 6:44:49 PM
Subject: Re: Sept 14

Maddie – one think I failed to mention in this paperwork is that if Admin Pruitt decides he wants to do this we would really like to have a pre-meeting maybe late August with Admin Pruitt and his team, and Gary Knell (President/CEO) of National Geographic. do I need to do anything in addition to make sure this gets considered as well?

From: Jessica Garrison <Jessica@mdm27.com>
Date: Tuesday, June 20, 2017 at 12:25 PM
To: Sydney Hupp <hupp.sydney@epa.gov>
Cc: "Morris, Madeline" <morris.madeline@epa.gov>, "Dickerson, Aaron" <dickerson.aaron@epa.gov>
Subject: Re: Sept 14

Hi Team Pruitt. (Sydney we will miss you but I hope to catch you in OK soon!) – Attached is the EPA form you requested plus an accompanying letter from the President/CEO of National Geographic.

Maddy – will you let me know what I can do to continue to be helpful in getting this salon dinner scheduled?

Many thanks,

Jess

From: Sydney Hupp <hupp.sydney@epa.gov>
Date: Monday, June 19, 2017 at 2:03 PM
To: Jessica Garrison <Jessica@mdm27.com>
Cc: "Morris, Madeline" <morris.madeline@epa.gov>, "Dickerson, Aaron" <dickerson.aaron@epa.gov>
Subject: RE: Sept 14

Hey Jessica,

We just aren't sure when he is returning from Australia. A filled out event request form would be helpful though! Attaching here. Also looping in Maddy who is taking over for me as Executive Scheduler. Tomorrow is my last day.

Thanks!

Sydney Hupp

Executive Scheduler

Office of the Administrator

202.816.1659 (c)

From: Jessica Garrison [mailto:Jessica@mdm27.com]
Sent: Monday, June 19, 2017 12:50 PM
To: Hupp, Sydney <hupp.sydney@epa.gov>
Subject: Sept 14

Hi Sydney – I can get a formal request over to you for the National Geographic salon dinner in DC with Admin Pruitt as the special guest. Just wanted to double check Sept 14 availability. Does it look like it might be a safe date to request? Hope you are well!