

**To:** Troche, Luis[Troche.Luis@epa.gov]  
**Cc:** Hupp, Millan[hupp.millan@epa.gov]; Kasman, Mark[Kasman.Mark@epa.gov]  
**From:** Keith Talbert  
**Sent:** Mon 10/23/2017 4:57:36 PM  
**Subject:** RE: Schedule for EPA visit  
EPA Site Visit - 10-25-17.doc

Hi Luis,

Here is the updated schedule that is almost finalized with confirmations from all venues. On Wednesday and Thursday, we will meet in the lobby of the Renaissance Hotel about 5 minutes prior to the start time of the first tour. Myself, along with my colleague Ashley Armstrong, will take everyone on the tour on Wednesday and part of Thursday. Also, regarding seeing OU/Norman, it is probably best that you reach out directly to my counterpart at Visit Norman to schedule a tour with them on Thursday afternoon. You can reach out to Taylor Mauldin, sales manager, at [taylor@visitnorman.com](mailto:taylor@visitnorman.com) or 405.366.8095.

Most of the tour will be either walking or a short drive to the next venue. Let me know if you have questions. You can reach me on my cell at 316.305.7272.

I look forward to meeting everyone Wednesday morning!

Keith

**From:** Troche, Luis [mailto:Troche.Luis@epa.gov]  
**Sent:** Monday, October 23, 2017 7:46 AM  
**To:** Keith Talbert <KTalbert@visitokc.com>  
**Cc:** Hupp, Millan <hupp.millan@epa.gov>; Kasman, Mark <Kasman.Mark@epa.gov>  
**Subject:** Schedule for EPA visit

Good morning Keith,

Hope you had a great weekend. Checking if we have an updated schedule. Happy to chat later today.

Best Regards,

Luis Troche

Senior Advisor for North American Affairs

CEC General Standing Committee

Office of Regional and Bilateral Affairs

Office of International and Tribal Affairs

[Troche.Luis@EPA.gov](mailto:Troche.Luis@EPA.gov)

202-564-2870

Sent from my iPhone

On Oct 20, 2017, at 11:46 AM, Keith Talbert <[KTalbert@visitokc.com](mailto:KTalbert@visitokc.com)> wrote:

There is always the flexibility to go longer. Some of the venues are only a 5 minute walk or 5 minute drive from each other. If we need more time at certain venues, we can adjust the schedule as the day moves forward.

Keith

From: Troche, Luis [<mailto:Troche.Luis@epa.gov>]

Sent: Friday, October 20, 2017 8:54 AM

To: Keith Talbert <[KTalbert@visitokc.com](mailto:KTalbert@visitokc.com)>

Cc: Hupp, Millan <[hupp.millan@epa.gov](mailto:hupp.millan@epa.gov)>; Kasman, Mark <[Kasman.Mark@epa.gov](mailto:Kasman.Mark@epa.gov)>

Subject: Re: my cell: 202-344-9411

Good Morning Keith. Looks good. Seems we basically have about 45 minutes per venue. Based on our chat yesterday i trust That is enough to tour and scope 9 rooms (JPAC, Council, US/MX/CN/Sec/JPAC/Media rooms and Ministers meeting room).

I look forward to the thursday schedule with the additional venues! Thanks much.

Best regards,

Luis Troche

Senior Advisor for North American Affairs

CEC General Standing Committee

Office of Regional and Bilateral Affairs  
Office of International and Tribal Affairs  
[Troche.Luis@EPA.gov](mailto:Troche.Luis@EPA.gov)<<mailto:Troche.Luis@EPA.gov>>  
202-564-2870

Sent from my iPhone

On Oct 20, 2017, at 9:16 AM, Keith Talbert  
<[KTalbert@visitokc.com](mailto:KTalbert@visitokc.com)<<mailto:KTalbert@visitokc.com>>> wrote:  
I apologize, attached is the correct tentative schedule. I am still awaiting confirmation from the hotels. The schedule might change to accommodate additional hotel properties.

Keith

From: Troche, Luis [<mailto:Troche.Luis@epa.gov>]  
Sent: Thursday, October 19, 2017 6:02 PM  
To: Keith Talbert <[KTalbert@visitokc.com](mailto:KTalbert@visitokc.com)<<mailto:KTalbert@visitokc.com>>>; Hupp, Millan <[hupp.millan@epa.gov](mailto:hupp.millan@epa.gov)<<mailto:hupp.millan@epa.gov>>>  
Subject: RE: my cell: 202-344-9411

Hi Keith,

Nice talking with you as well. The attachment was the table I sent you but with a different file name. It's late here and I may have missed if you made any additions to it. I look forward to an update or clarification.

Best Regards,

Luis Troche  
Senior Advisor for North American Affairs  
CEC General Standing Committee  
Office of Regional and Bilateral Affairs  
Office of International and Tribal Affairs  
U.S. Environmental Protection Agency  
Ph. 202.564.2870 | [www.epa.gov/international](http://www.epa.gov/international)<<http://www.epa.gov/international>>

From: Keith Talbert [<mailto:KTalbert@visitokc.com>]  
Sent: Thursday, October 19, 2017 4:57 PM  
To: Troche, Luis <[Troche.Luis@epa.gov](mailto:Troche.Luis@epa.gov)<<mailto:Troche.Luis@epa.gov>>>; Hupp, Millan <[hupp.millan@epa.gov](mailto:hupp.millan@epa.gov)<<mailto:hupp.millan@epa.gov>>>  
Subject: RE: my cell: 202-344-9411

Nice to chat with you both on the phone. Attached is a tentative idea of the site visit I am planning. I should have more details tomorrow afternoon. Please feel free to call or text my cell at 316.305.7272 anytime with questions.

Best regards,

<image001.jpg>

Keith Talbert, CMP  
Associate Director of Sales

123 Park Ave. | Oklahoma City, OK 73102

P:405-297-8889 | F:405-297-8852

[ktalbert@visitokc.com](mailto:ktalbert@visitokc.com) <<mailto:ktalbert@visitokc.com>>

[www.VisitOKC.com](http://www.VisitOKC.com) <[https://urldefense.proofpoint.com/v2/url?u=http-](https://urldefense.proofpoint.com/v2/url?u=http-3A__www.visitokc.com__&d=DwMFAG&c=jZNesxbWkYqqb0yCEkg0Q&r=rZ08fZcNqeVaXVp4NtmcPJQ)

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From: Troche, Luis [<mailto:Troche.Luis@epa.gov>]

Sent: Thursday, October 19, 2017 2:39 PM

To: Keith Talbert <[KTalbert@visitokc.com](mailto:KTalbert@visitokc.com)<<mailto:KTalbert@visitokc.com>>>; Hupp,

Millan <[hupp.millan@epa.gov](mailto:hupp.millan@epa.gov)<<mailto:hupp.millan@epa.gov>>>

Subject: my cell: 202-344-9411

Luis Troche

Senior Advisor for North American Affairs

CEC General Standing Committee

Office of Regional and Bilateral Affairs

Office of International and Tribal Affairs

U.S. Environmental Protection Agency

Ph. 202.564.2870 | [www.epa.gov/international](http://www.epa.gov/international) <<http://www.epa.gov/international>>

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## Environmental Protection Agency

### Site Visit

Wednesday, October 25<sup>th</sup> – Thursday, October 26<sup>th</sup>, 2017

Accommodations:  
Renaissance Oklahoma City Convention Center Hotel

### PARTICIPANTS

#### **Clients:**

Luis Troche, Senior Advisor for North American Affairs/ Serves on CEC General Standing Committee – 202.344.9411 or [troche.luis@epa.gov](mailto:troche.luis@epa.gov)

Millan Hupp, Director of Scheduling and Advance – 202.380.7561 or [hupp.millan@epa.gov](mailto:hupp.millan@epa.gov)

Mark Kasman, Director, Office of International and Tribal Affairs – [Kasman.mark@epa.gov](mailto:Kasman.mark@epa.gov)

Sarah Greenwalt, Senior Advisor to the Administrator for Water and Cross-Cutting Issues – [greewalt.sarah@epa.gov](mailto:greewalt.sarah@epa.gov)

**Flight Info:** Depart DCA on Delta 2158 to Atlanta @ 04:15 PM arriving @ 06:11 PM  
Depart ATL on Delta 1094 @ 07:12 PM arriving OKC @ 08:25 PM

#### **CVB Staff:**

Keith Talbert, Associate Director of Sales – 316.305.7272 or [ktalbert@visitokc.com](mailto:ktalbert@visitokc.com)

Ashley Armstrong, Director of Convention Services – 405.982.4945 or [aarmstrong@visitokc.com](mailto:aarmstrong@visitokc.com)

### MEETING DETAILS

**Meeting Name:** Commission on Environmental Cooperation (CEC) Council Session

**Primary Contact:** Luis Troche

**Month/Year:** June 24-27, 2017

**Peak Room Nights:** 116

**Total Room Nights:** 368

## AGENDA

### Tuesday, October 24<sup>th</sup>

**9:00PM** Clients Arrive to Renaissance Oklahoma City Convention Center Hotel  
Free Evening

### Wednesday, October 25<sup>th</sup>

**8:00AM** Breakfast on your own

**9:00AM** Tour of the **Renaissance Oklahoma City Convention Center Hotel**  
with Angela Smith, Sales Manager  
10 North Broadway Avenue  
405.228.8025 or [angela.smith@atriumhospitality.com](mailto:angela.smith@atriumhospitality.com)

**10:00AM** Tour of the **Sheraton Hotel Oklahoma City Downtown**  
with Jessica Szeto, Sales Manager  
1 North Broadway Avenue  
405.235.2780 or [jszeto@sheratonokc.com](mailto:jszeto@sheratonokc.com)

**11:00AM** Tour of the **Oklahoma City Museum of Art**  
with Elizabeth Roewe, Event Coordinator  
415 Couch Drive  
405.278.8286 or [eroewe@okcmoa.com](mailto:eroewe@okcmoa.com)

**12:00PM** Lunch at **Packard's New American Kitchen** in Midtown  
201 NW 10<sup>th</sup> Street

**1:30PM** Tour of **Oklahoma Hall of Fame at the Gaylord Pickens Museum**  
with Corie Mills, Director of Special Events  
1400 Classen Drive  
405.235.4458 or [clb@oklahomaheritage.com](mailto:clb@oklahomaheritage.com)

**2:45PM** Tour of the **National Cowboy and Western Heritage Museum**  
with Shannon Strain, Visitor Services Coordinator  
1700 NE 63<sup>rd</sup> Street  
405.478.2250 x241 or [sstrain@nationalcowboymuseum.org](mailto:sstrain@nationalcowboymuseum.org)

**5:00PM** Free Evening

**Thursday, October 26<sup>th</sup>**

- 8:00AM** Breakfast on your own
- 9:00AM** Tour of the **Skirvin Hilton Oklahoma City**  
with Krista Hughes, Sales Manager  
1 Park Avenue  
405.702.8511 or [kristahughes@skirvinhilton.com](mailto:kristahughes@skirvinhilton.com)
- 10:00AM** Tour of **VAST** at the Devon Tower  
with Ashley Adams  
333 W. Sheridan Avenue  
405.208.4344 or [aadams@vastokc.com](mailto:aadams@vastokc.com)
- 11:00AM** Tour of the **Oklahoma City National Memorial and Museum**  
620 N Harvey Avenue  
405.235.3313