

**To:** Hupp, Sydney[hupp.sydney@epa.gov]  
**Cc:** Morris, Madeline[morris.madeline@epa.gov]; Dickerson, Aaron[dickerson.aaron@epa.gov]  
**From:** Lyndsay Moseley  
**Sent:** Tue 6/20/2017 4:18:54 PM  
**Subject:** RE: Meeting with Administrator Pruitt

Sydney, It was a pleasure to work with you. Thank you for your assistance. Wishing you all the best as you move on from EPA.

Maddy, What do you need to process the follow-up meeting request for October? We greatly appreciate your assistance.

Best,

Lyndsay

Lyndsay Moseley Alexander

Office: 202-481-7668

Cell: 202-731-8448

Email: [Lyndsay.moseley@lung.org](mailto:Lyndsay.moseley@lung.org)

**From:** Hupp, Sydney [mailto:hupp.sydney@epa.gov]  
**Sent:** Monday, June 19, 2017 2:00 PM  
**To:** Lyndsay Moseley <Lyndsay.Moseley@lung.org>  
**Cc:** Morris, Madeline <morris.madeline@epa.gov>; Dickerson, Aaron <dickerson.aaron@epa.gov>  
**Subject:** RE: Meeting with Administrator Pruitt

Hey Lyndsay,

Thank you for making such a last minute change! I'm glad that you got to meet Millan!

As for October, we have some travel that we are trying to work through right now and tomorrow is actually my last day here at the EPA. I am looping in Maddy who will be taking over for me. She can help with facilitating moving forward.

Thank you!

---

**Sydney Hupp**

Executive Scheduler

Office of the Administrator

202.816.1659 (c)

**From:** Lyndsay Moseley [<mailto:Lyndsay.Moseley@lung.org>]

**Sent:** Monday, June 19, 2017 1:38 PM

**To:** Hupp, Sydney <[hupp.sydney@epa.gov](mailto:hupp.sydney@epa.gov)>

**Subject:** RE: Meeting with Administrator Pruitt

Sydney,

Thank you again for your assistance in setting up this meeting, and I'm glad we could ultimately make it work this morning with the new time. Also, it was nice to meet your sister who escorted us to the meeting!

Administrator Pruitt mentioned several specific items he would like our organizations to provide input on. Additionally, the CEOs and senior leaders who attended today's meeting have also requested the opportunity to meet with him again in a few months – especially as EPA is still staffing up and some specific items discussed in the meeting are still underway – making it

appropriate to check in at a later date.

Given the challenges in getting this meeting scheduled, could we start now to identify a time that might work, say, in October?

Very Best,

Lyndsay

Lyndsay Moseley Alexander

Office: 202-481-7668

Cell: 202-731-8448

Email: [Lyndsay.moseley@lung.org](mailto:Lyndsay.moseley@lung.org)

**From:** Hupp, Sydney [<mailto:hupp.sydney@epa.gov>]  
**Sent:** Monday, June 19, 2017 8:32 AM  
**To:** Lyndsay Moseley <[Lyndsay.Moseley@lung.org](mailto:Lyndsay.Moseley@lung.org)>  
**Cc:** Woodward, Cheryl <[Woodward.Cheryl@epa.gov](mailto:Woodward.Cheryl@epa.gov)>  
**Subject:** RE: Meeting with Administrator Pruitt

In the meeting from our side will be Mandy, one of our Senior Policy Advisors for Air and Radiation, and Samantha and Brittany from our office of Policy.

Thank you!

---

**Sydney Hupp**

Executive Scheduler

Office of the Administrator

202.816.1659 (c)

**From:** Lyndsay Moseley [<mailto:Lyndsay.Moseley@lung.org>]  
**Sent:** Friday, June 16, 2017 4:00 PM  
**To:** Hupp, Sydney <[hupp.sydney@epa.gov](mailto:hupp.sydney@epa.gov)>; Woodward, Cheryl <[Woodward.Cheryl@epa.gov](mailto:Woodward.Cheryl@epa.gov)>  
**Subject:** RE: Meeting with Administrator Pruitt

Hi Sydney:

Unfortunately, several CEO's Monday schedules were rearranged to accommodate the 12noon meeting time, so unfortunately, I think we need to stick to that time at this point. How much time will that leave us?

Also, can you let me know who else from EPA will be attending the meeting?

Thanks so much,

Lyndsay

Lyndsay Moseley Alexander

Office: 202-481-7668

Cell: 202-731-8448

Email: [Lyndsay.moseley@lung.org](mailto:Lyndsay.moseley@lung.org)

**From:** Hupp, Sydney [<mailto:hupp.sydney@epa.gov>]  
**Sent:** Friday, June 16, 2017 2:11 PM  
**To:** Lyndsay Moseley <[Lyndsay.Moseley@lung.org](mailto:Lyndsay.Moseley@lung.org)>; Woodward, Cheryl <[Woodward.Cheryl@epa.gov](mailto:Woodward.Cheryl@epa.gov)>  
**Subject:** RE: Meeting with Administrator Pruitt

Hey Lyndsey,

So I hate to do this one more time to you. We actually canceled his trip so if we could do the 11AM time now, it would actually allow us for a little more time with you all. Are you open to moving again?

Thank you!

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**Sydney Hupp**

Executive Scheduler

Office of the Administrator

202.816.1659 (c)

**From:** Lyndsay Moseley [<mailto:Lyndsay.Moseley@lung.org>]  
**Sent:** Friday, June 16, 2017 10:57 AM  
**To:** Hupp, Sydney <[hupp.sydney@epa.gov](mailto:hupp.sydney@epa.gov)>; Woodward, Cheryl <[Woodward.Cheryl@epa.gov](mailto:Woodward.Cheryl@epa.gov)>  
**Subject:** RE: Meeting with Administrator Pruitt

Thanks, Sydney.

Also, please note the a spelling and title/org correction below:

Jessica Wolff, MBA, MSN

Director, Climate and Health

Health Care Without Harm | Practice Greenhealth

Best,

Lyndsay

Lyndsay Moseley Alexander

Office: 202-481-7668

Cell: 202-731-8448

Email: [Lyndsay.moseley@lung.org](mailto:Lyndsay.moseley@lung.org)

**From:** Hupp, Sydney [<mailto:hupp.sydney@epa.gov>]

**Sent:** Thursday, June 15, 2017 3:42 PM

**To:** Lyndsay Moseley <[Lyndsay.Moseley@lung.org](mailto:Lyndsay.Moseley@lung.org)>; Woodward, Cheryl <[Woodward.Cheryl@epa.gov](mailto:Woodward.Cheryl@epa.gov)>

**Subject:** RE: Meeting with Administrator Pruitt

Got it!

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**Sydney Hupp**

Executive Scheduler

Office of the Administrator

202.816.1659 (c)

**From:** Lyndsay Moseley [<mailto:Lyndsay.Moseley@lung.org>]  
**Sent:** Thursday, June 15, 2017 3:40 PM  
**To:** Woodward, Cheryl <[Woodward.Cheryl@epa.gov](mailto:Woodward.Cheryl@epa.gov)>; Hupp, Sydney <[hupp.sydney@epa.gov](mailto:hupp.sydney@epa.gov)>  
**Subject:** RE: Meeting with Administrator Pruitt

Hello Cheryl,

Can you please add to the list for the meeting on Monday:

Laura Hanen

Interim Executive Director

National Association of County and City Health Officials

And delete Ian Goldstein. Laura will attend instead of Ian.

Can you confirm that you have made this change?

Many thanks,

Lyndsay

Lyndsay Moseley Alexander

Office: 202-481-7668

Cell: 202-731-8448

Email: [Lyndsay.moseley@lung.org](mailto:Lyndsay.moseley@lung.org)

**From:** Woodward, Cheryl [<mailto:Woodward.Cheryl@epa.gov>]  
**Sent:** Tuesday, June 13, 2017 12:14 PM  
**To:** Hupp, Sydney <[hupp.sydney@epa.gov](mailto:hupp.sydney@epa.gov)>; Lyndsay Moseley <[Lyndsay.Moseley@lung.org](mailto:Lyndsay.Moseley@lung.org)>  
**Subject:** RE: Meeting with Administrator Pruitt

My name is Cheryl Woodward and I will assist you in the logistics for your meeting at EPA on Monday, June 19 at 12 noon. As soon as you have the list, please forward to me so that security will have the passes ready for your visit. The instructions/directions to EPA is below and if you have any questions please contact me. Look forward to seeing you all.

**Directions:** If you come by Metro, the Federal Triangle metro stop is directly below the building entrances. You would leave the metro station and go up all three sets of escalators from the train otherwise two escalators then do a small U-Turn to the left heading toward 12<sup>th</sup> street, the South Lobby entrance is directly and immediately to your right (Glass Doors -EPA Signified on Glass).

EPA address is 1200 Pennsylvania Avenue, NW. If you are coming by taxi/vehicle, you want to be dropped off on 12th NW, **which is between Pennsylvania and Constitution Avenue**. It is almost exactly half way between the two avenues on with Federal Triangle Metro sign and Trump Hotel Towers side entrance can be used as a landmark. From 12th Street, facing the building with the EPA and American flags, walk toward the building (under the flags) and take the glass door on your left hand side with the escalators going down to the metro on your left. This again will be the **South Lobby of the William Jefferson Clinton building**.

Once inside the building, security will prompt you to scan all items such as bags, coats etc., and then let the guards know that you were instructed to call Cheryl Woodward at 564-1274 or Michelle Hale at 564-1430 to escort you to the meeting with the Administrator. Security will make temporary cards for everyone. Allow for 15 minutes to get through the process

**From:** Hupp, Sydney

**Sent:** Tuesday, June 13, 2017 8:42 AM  
**To:** Lyndsay Moseley <[Lyndsay.Moseley@lung.org](mailto:Lyndsay.Moseley@lung.org)>  
**Cc:** Dickerson, Aaron <[dickerson.aaron@epa.gov](mailto:dickerson.aaron@epa.gov)>; Woodward, Cheryl <[Woodward.Cheryl@epa.gov](mailto:Woodward.Cheryl@epa.gov)>  
**Subject:** RE: Meeting with Administrator Pruitt

Hey Lyndsay,

Thank you for being flexible on the time! I am looping in Cheryl who can provide you all the logistics for arrival.

Best,

Sydney

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**Sydney Hupp**

Executive Scheduler

Office of the Administrator

202.816.1659 (c)

**From:** Lyndsay Moseley [<mailto:Lyndsay.Moseley@lung.org>]  
**Sent:** Friday, June 9, 2017 2:24 PM  
**To:** Hupp, Sydney <[hupp.sydney@epa.gov](mailto:hupp.sydney@epa.gov)>  
**Cc:** Dickerson, Aaron <[dickerson.aaron@epa.gov](mailto:dickerson.aaron@epa.gov)>  
**Subject:** RE: Meeting with Administrator Pruitt

Sydney,

Confirming we can make 12noon work. Can you let me know logistics and arrival information for the meeting? I'll send over a re-confirmed attendee list next week.

We would welcome staff from the air office and perhaps budget staff to join the meeting.

That will be a fast trip from the airport for Mr. Pruitt!

Best,

Lyndsay

Lyndsay Moseley Alexander

Office: 202-481-7668

Cell: 202-731-8448

Email: [Lyndsay.moseley@lung.org](mailto:Lyndsay.moseley@lung.org)

**From:** Hupp, Sydney [<mailto:hupp.sydney@epa.gov>]

**Sent:** Thursday, June 8, 2017 3:29 PM

**To:** Lyndsay Moseley <[Lyndsay.Moseley@lung.org](mailto:Lyndsay.Moseley@lung.org)>

**Cc:** Dickerson, Aaron <[dickerson.aaron@epa.gov](mailto:dickerson.aaron@epa.gov)>

**Subject:** RE: Meeting with Administrator Pruitt

Hey Lyndsay,

Hope you have been well! Is there any chance we could push our meeting on the 19<sup>th</sup> to 12:00PM instead of 11:00? Apologies for the change, the Administrator is now returning that

Monday morning from an out of state meeting.

Thank you!

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**Sydney Hupp**

Executive Scheduler

Office of the Administrator

202.816.1659 (c)

**From:** Hupp, Sydney  
**Sent:** Tuesday, May 9, 2017 4:21 PM  
**To:** 'Lyndsay Moseley' <[Lyndsay.Moseley@lung.org](mailto:Lyndsay.Moseley@lung.org)>  
**Cc:** Dickerson, Aaron <[dickerson.aaron@epa.gov](mailto:dickerson.aaron@epa.gov)>  
**Subject:** RE: Meeting with Administrator Pruitt

Completely fine. Thank you for sending over!

---

**Sydney Hupp**

Executive Scheduler

Office of the Adminsitrator

202.816.1659 (c)

**From:** Lyndsay Moseley [<mailto:Lyndsay.Moseley@lung.org>]  
**Sent:** Tuesday, May 9, 2017 3:42 PM

**To:** Hupp, Sydney <[hupp.sydney@epa.gov](mailto:hupp.sydney@epa.gov)>  
**Subject:** RE: Meeting with Administrator Pruitt

Sydney:

Here is the external meeting request form. Please take a look and let me know if this is sufficient. Additionally, I am waiting on final confirmation for a couple of participants whose schedules are still in flux. Can I update the list of participants as the meeting date nears?

Many thanks again for your help in getting this meeting on the calendar.

Best,

Lyndsay

Lyndsay Moseley Alexander

Office: 202-481-7668

Cell: 202-731-8448

Email: [Lyndsay.moseley@lung.org](mailto:Lyndsay.moseley@lung.org)

**From:** Hupp, Sydney [<mailto:hupp.sydney@epa.gov>]  
**Sent:** Tuesday, May 9, 2017 9:39 AM  
**To:** Lyndsay Moseley <[Lyndsay.Moseley@lung.org](mailto:Lyndsay.Moseley@lung.org)>  
**Subject:** RE: Meeting with Administrator Pruitt

Yes!! That works!! I've got it on the calendar. If you wouldn't mind just sending over that form, we should be squared away.

Thanks!

---

**Sydney Hupp**

Executive Scheduler

Office of the Administrator

202.816.1659 (c)

**From:** Lyndsay Moseley [<mailto:Lyndsay.Moseley@lung.org>]  
**Sent:** Monday, May 8, 2017 10:43 AM  
**To:** Hupp, Sydney <[hupp.sydney@epa.gov](mailto:hupp.sydney@epa.gov)>  
**Subject:** RE: Meeting with Administrator Pruitt

Hi Sydney:

OK- I think we have a winner! Please confirm that **11am on June 19<sup>th</sup>** works. I will fill out the form and return it to you today, as well.

Best,

Lyndsay

**From:** Hupp, Sydney [<mailto:hupp.sydney@epa.gov>]  
**Sent:** Thursday, May 4, 2017 10:33 AM  
**To:** Lyndsay Moseley <[Lyndsay.Moseley@lung.org](mailto:Lyndsay.Moseley@lung.org)>  
**Subject:** RE: Meeting with Administrator Pruitt

How about June 19<sup>th</sup>? Anytime other than 12-2.

Thanks!

---

**Sydney Hupp**

Executive Scheduler

Office of the Administrator

202.816.1659 (c)

**From:** Lyndsay Moseley [<mailto:Lyndsay.Moseley@lung.org>]

**Sent:** Wednesday, May 3, 2017 4:58 PM

**To:** Hupp, Sydney <[hupp.sydney@epa.gov](mailto:hupp.sydney@epa.gov)>

**Subject:** RE: Meeting with Administrator Pruitt

Hi Sydney,

Several major health and medical conferences take place the last two weeks of May, which means several of our CEOs would not be able to attend if we scheduled the meeting during that timeframe.

Are there any times in June that might work on your end?

Thanks again,

Lyndsay

**From:** Hupp, Sydney [<mailto:hupp.sydney@epa.gov>]  
**Sent:** Monday, April 24, 2017 3:40 PM  
**To:** Lyndsay Moseley <[Lyndsay.Moseley@lung.org](mailto:Lyndsay.Moseley@lung.org)>  
**Subject:** RE: Meeting with Administrator Pruitt

Hey Lyndsay,

We will actually be overseas June 4-14. June is very full for us. Is May a possibility on your end?

Thanks!

---

**Sydney Hupp**

Executive Scheduler

Office of the Administrator

202.816.1659 (c)

**From:** Lyndsay Moseley [<mailto:Lyndsay.Moseley@lung.org>]  
**Sent:** Monday, April 24, 2017 3:28 PM  
**To:** Hupp, Sydney <[hupp.sydney@epa.gov](mailto:hupp.sydney@epa.gov)>  
**Subject:** RE: Meeting with Administrator Pruitt

Hi Sydney,

I'm currently getting feedback from our group that June 8<sup>th</sup> is potentially a workable date, with June 7 in the afternoon as a possible back up. How do either of these dates look for Administrator Pruitt?

I will definitely fill out the form and send it to you. Thank you for sending it.

Best,

Lyndsay

**From:** Hupp, Sydney [<mailto:hupp.sydney@epa.gov>]  
**Sent:** Friday, April 7, 2017 1:43 PM  
**To:** Lyndsay Moseley <[Lyndsay.Moseley@lung.org](mailto:Lyndsay.Moseley@lung.org)>  
**Subject:** RE: Meeting with Administrator Pruitt

Hey Lyndsay,

May 3 won't work for us now either. Since you are coordinating so many schedules, why don't you send me some possible days in times and I will endeavor to make one of them work.

Additionally, would you mind filling out the attached form for scheduling purposes on our part?

Thank you!

Sydney Hupp

Office of the Administrator- Scheduling

202.816.1659

**From:** Lyndsay Moseley [<mailto:Lyndsay.Moseley@lung.org>]  
**Sent:** Thursday, April 6, 2017 4:15 PM  
**To:** Hupp, Sydney <[hupp.sydney@epa.gov](mailto:hupp.sydney@epa.gov)>  
**Subject:** RE: Meeting with Administrator Pruitt

Hi Sydney,

We are having trouble coordinating our CEOs' schedules. We may be able to make one of these work, but are there any other dates/times that would work for Administrator Pruitt in early May?

Many thanks in advance for your help!

Best,

Lyndsay

**From:** Hupp, Sydney [<mailto:hupp.sydney@epa.gov>]  
**Sent:** Tuesday, March 28, 2017 12:30 PM  
**To:** Lyndsay Moseley <[Lyndsay.Moseley@lung.org](mailto:Lyndsay.Moseley@lung.org)>  
**Subject:** RE: Meeting with Administrator Pruitt

Thanks! May 3 and 5 are still good but on the 11<sup>th</sup> we will be traveling. Appreciate it!

Sydney Hupp

Office of the Administrator- Scheduling

202.816.1659

**From:** Lyndsay Moseley [<mailto:Lyndsay.Moseley@lung.org>]  
**Sent:** Tuesday, March 28, 2017 12:29 PM  
**To:** Hupp, Sydney <[hupp.sydney@epa.gov](mailto:hupp.sydney@epa.gov)>  
**Subject:** RE: Meeting with Administrator Pruitt

Here's the chain

**From:** Hupp, Sydney [<mailto:hupp.sydney@epa.gov>]  
**Sent:** Thursday, March 23, 2017 1:38 PM  
**To:** Lyndsay Moseley <[Lyndsay.Moseley@lung.org](mailto:Lyndsay.Moseley@lung.org)>  
**Subject:** Meeting with Administrator Pruitt

Good afternoon Lindsey,

Thank you for your time on the phone! As discussed, below are some potential dates.

May 3<sup>rd</sup>, 10AM

May 5<sup>th</sup>, 10AM

May 11<sup>th</sup>, 1PM

Thank you!

Sydney

**To:** Hupp, Sydney[hupp.sydney@epa.gov]  
**Cc:** Jane Alonso[jalonso@nafoalliance.org]; Woodward, Cheryl[Woodward.Cheryl@epa.gov]  
**From:** Chip Murray  
**Sent:** Mon 4/3/2017 2:28:56 PM  
**Subject:** Re: NAFO meeting request follow-up

Sydney, hi! I texted you the question I have: You said take the glass door on the left and that the Metro escalator will be on your left. Did you mean to say take the door on the right?

Chip

Chip Murray  
National Alliance of Forest Owners  
(202) 747-0742

Sent from my iPhone

On Apr 3, 2017, at 10:16 AM, Hupp, Sydney <[hupp.sydney@epa.gov](mailto:hupp.sydney@epa.gov)> wrote:

Looping in Cheryl who is our logistics guru.

Thanks!

Sydney Hupp

Office of the Administrator- Scheduling

202.816.1659

**From:** Jane Alonso [<mailto:jalonso@nafoalliance.org>]  
**Sent:** Monday, April 3, 2017 10:05 AM  
**To:** Hupp, Sydney <[hupp.sydney@epa.gov](mailto:hupp.sydney@epa.gov)>  
**Cc:** Chip Murray <[cmurray@nafoalliance.org](mailto:cmurray@nafoalliance.org)>  
**Subject:** RE: NAFO meeting request follow-up

Sydney – chip has a question about logistics. He wasn't sure he understood your note about the address. I am copied it here:

Directions: If you are coming by taxi/vehicle, you want to be dropped off on 12th NW, between Constitution Ave and Pennsylvania Ave. It is almost exactly half way between the two avenues on 12th street and the Federal Triangle Metro sign can be used as a landmark. From 12th Street, facing the building with the EPA and American flags, walk toward the building (under the flags) and take the glass door on your left hand side with the escalators going down to the metro on your left. This again will be the South Lobby of the William Jefferson Clinton building.

Once inside the building, security will prompt you to scan all items such as bags, coats etc., and then let the guards know that you were instructed to call Cheryl Woodward at 564-1274 or Michelle Hale at 564-1430 to escort you to the meeting with the Administrator. Security will make temporary cards for everyone. Allow for 15 minutes to get through the process.

Please don't hesitate if you have any more questions!

**From:** Hupp, Sydney [<mailto:hupp.sydney@epa.gov>]  
**Sent:** Monday, April 03, 2017 8:49 AM  
**To:** Jane Alonso <[jalonso@nafoalliance.org](mailto:jalonso@nafoalliance.org)>  
**Cc:** Chip Murray <[cmurray@nafoalliance.org](mailto:cmurray@nafoalliance.org)>  
**Subject:** RE: NAFO meeting request follow-up

Thank you!

Sydney Hupp

Office of the Administrator- Scheduling

202.816.1659

**From:** Jane Alonso [<mailto:jalonso@nafoalliance.org>]  
**Sent:** Monday, April 3, 2017 8:44 AM  
**To:** Hupp, Sydney <[hupp.sydney@epa.gov](mailto:hupp.sydney@epa.gov)>  
**Cc:** Chip Murray <[cmurray@nafoalliance.org](mailto:cmurray@nafoalliance.org)>

**Subject:** RE: NAFO meeting request follow-up

Sydney – Attached is the meeting request form. And I have copied Chip Murray, who will be the NAFO point of contact accompanying for the group the day of the meeting. I will also be available to help with logistics that day too, but will NOT be with the group.

**From:** Hupp, Sydney [<mailto:hupp.sydney@epa.gov>]  
**Sent:** Friday, March 31, 2017 11:44 AM  
**To:** Jane Alonso <[jalonso@nafoalliance.org](mailto:jalonso@nafoalliance.org)>  
**Subject:** RE: NAFO meeting request follow-up

Sydney Hupp

Office of the Administrator- Scheduling

202.816.1659

**From:** Jane Alonso [<mailto:jalonso@nafoalliance.org>]  
**Sent:** Thursday, March 30, 2017 6:04 PM  
**To:** Jackson, Ryan <[jackson.ryan@epa.gov](mailto:jackson.ryan@epa.gov)>; Hupp, Sydney <[hupp.sydney@epa.gov](mailto:hupp.sydney@epa.gov)>  
**Cc:** Crystal Coon <[crystal@glenncoffee.com](mailto:crystal@glenncoffee.com)>  
**Subject:** RE: NAFO meeting request follow-up

Hey – just wanted to follow-up again and see if you had a sense of timing. If we came to you, the best timing would be Wednesday, April 5 between 10:15 and 11:30 am, or maybe between 2:30-4 pm though our afternoon is getting pretty squeezed. If the Administrator came to us, there are plenty of choices:

•□□□□□□□□ Thursday April 6 Board of Directors breakfast between 7am -8 am.

Location - Fairmont Hotel (2401 M St NW), Culpepper Room

●□□□□□□□□ Thursday April 6 Board of Directors meeting between 8 am and noon.  
Location - Fairmont Hotel (2401 M St NW), Roosevelt Room

●□□□□□□□□ Wednesday, April 5 between 7 am-8 am – breakfast meeting with our Board. Location - Fairmont Hotel (2401 M St NW), Roosevelt Room

**From:** Jane Alonso

**Sent:** Thursday, March 30, 2017 1:51 PM

**To:** 'Jackson, Ryan' <jackson.ryan@epa.gov>; Hupp, Sydney <hupp.sydney@epa.gov>

**Cc:** Crystal Coon <crystal@glenncoffee.com>

**Subject:** RE: NAFO meeting request follow-up

Yes, we could come to your office. What timing are you thinking? Our schedule on the 5<sup>th</sup> is pretty tight now, but this meeting is a priority. Probably the best timing would be between 10:15-11:30 am. We could also make it work in the afternoon between 2:30-4 pm

**From:** Jackson, Ryan [mailto:jackson.ryan@epa.gov]

**Sent:** Thursday, March 30, 2017 1:44 PM

**To:** Jane Alonso <jalonso@nafoalliance.org>; Hupp, Sydney <hupp.sydney@epa.gov>

**Cc:** Crystal Coon <crystal@glenncoffee.com>

**Subject:** RE: NAFO meeting request follow-up

An office meeting is ok?

**From:** Jane Alonso [mailto:jalonso@nafoalliance.org]

**Sent:** Thursday, March 30, 2017 12:12 PM

**To:** Hupp, Sydney <hupp.sydney@epa.gov>; Jackson, Ryan <jackson.ryan@epa.gov>

**Cc:** Crystal Coon <crystal@glenncoffee.com>

**Subject:** RE: NAFO meeting request follow-up

Here is the form. It wasn't clear to me which dates you were looking at or whether you were looking at a meeting or a "speech" so I gave you all the options in the form. Let me know if this works.

Again, our options are:

- Thursday April 6 Board of Directors breakfast between 7am -8 am.  
Location - Fairmont Hotel (2401 M St NW), Culpepper Room
- Thursday April 6 Board of Directors meeting between 8 am and noon.  
Location - Fairmont Hotel (2401 M St NW), Roosevelt Room
- Wednesday, April 5 between 10:15 and 11:30 am – at your EPA office
- Wednesday, April 5 between 7 am-8 am – breakfast meeting with our Board. Location - Fairmont Hotel (2401 M St NW), Roosevelt Room

**From:** Hupp, Sydney [<mailto:hupp.sydney@epa.gov>]

**Sent:** Thursday, March 30, 2017 10:51 AM

**To:** Jane Alonso <[jalonso@nafoalliance.org](mailto:jalonso@nafoalliance.org)>; Jackson, Ryan <[jackson.ryan@epa.gov](mailto:jackson.ryan@epa.gov)>

**Cc:** Crystal Coon <[crystal@glenncoffee.com](mailto:crystal@glenncoffee.com)>

**Subject:** RE: NAFO meeting request follow-up

Good morning Jane,

Thank you for the follow up and for the additional information! My apologies for the delay in responding to your request, we have been inundated with scheduling requests over the last few weeks but are happy that you have reached out to us! Would you be so kind as to fill out the attached speaking request form? It helps us with to streamline the requests and gets the answers we have to have knocked out early. Please feel free to reach out to me with any questions!

Thank you!

Sydney Hupp

Office of the Administrator- Scheduling

202.816.1659

**From:** Jane Alonso [<mailto:jalonso@nafoalliance.org>]

**Sent:** Thursday, March 30, 2017 8:23 AM

**To:** Jackson, Ryan <[jackson.ryan@epa.gov](mailto:jackson.ryan@epa.gov)>; Hupp, Sydney <[hupp.sydney@epa.gov](mailto:hupp.sydney@epa.gov)>

**Cc:** Crystal Coon <[crystal@glenncoffee.com](mailto:crystal@glenncoffee.com)>

**Subject:** NAFO meeting request follow-up

Ryan, Sydney – I wanted to follow up on this meeting request to have Administrator Pruitt speak with our Board next week. I know Crystal has spoken with you about it. We are anxious to get a day/time nailed down, as this meeting is a high priority for our fly-in.

One thing I wanted to clarify is that we are now fully booked in the afternoon on April 5. Our blocks of time in order of preference now are:

- Thursday April 6 Board of Directors breakfast between 7am -8 am.  
Location - Fairmont Hotel (2401 M St NW), Culpepper Room
- Thursday April 6 Board of Directors meeting between 8 am and noon.  
Location - Fairmont Hotel (2401 M St NW), Roosevelt Room
- Wednesday, April 5 between 9 am and 11:30 am – at your EPA office
- Wednesday, April 5 between 7 am-8 am – breakfast meeting with our Board. Location - Fairmont Hotel (2401 M St NW), Roosevelt Room

Information is attached. Let me know! And thank you.

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Jane Alonso

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