

To: Hupp, Sydney[hupp.sydney@epa.gov]
Cc: Laine Evans[levans@GPS-50.com]; Dickerson, Aaron[dickerson.aaron@epa.gov]
From: Larissa Martin
Sent: Tue 6/6/2017 7:20:00 PM
Subject: Re: Administrator Pruitt Meeting schedule request

We can confirm 9:30 am on the 28th. What else do you need from us at this point? Is it ok if we finalize any add'l attendees coming with Jack closer to?

Thank you so much!
Larissa

Larissa Z. Martin
Guidepost Strategies
248-420-9429

On Jun 6, 2017, at 1:55 PM, Hupp, Sydney <hupp.sydney@epa.gov> wrote:

How about 9:30AM on the 28th?

Sydney Hupp

Executive Scheduler

Office of the Administrator

202.816.1659 (c)

From: Larissa Martin [<mailto:lmartin@GPS-50.com>]
Sent: Tuesday, June 6, 2017 1:51 PM
To: Hupp, Sydney <hupp.sydney@epa.gov>
Cc: Laine Evans <levans@GPS-50.com>; Dickerson, Aaron <dickerson.aaron@epa.gov>
Subject: RE: Administrator Pruitt Meeting schedule request

Sydney,

Unfortunately they can't make the 19th work but would the following week work on these dates/times ? June 28th (open all day until 5:30pm) and June 29th (open-but best from 11:00am on if possible).

Thanks!
Larissa

From: Hupp, Sydney [<mailto:hupp.sydney@epa.gov>]
Sent: Tuesday, June 6, 2017 12:01 PM
To: Larissa Martin <lmartin@GPS-50.com>
Cc: Laine Evans <levans@GPS-50.com>; Dickerson, Aaron <dickerson.aaron@epa.gov>
Subject: RE: Administrator Pruitt Meeting schedule request

Thank you!

Sydney Hupp

Executive Scheduler

Office of the Administrator

202.816.1659 (c)

From: Larissa Martin [<mailto:lmartin@GPS-50.com>]
Sent: Tuesday, June 6, 2017 11:58 AM
To: Hupp, Sydney <hupp.sydney@epa.gov>
Cc: Laine Evans <levans@GPS-50.com>; Dickerson, Aaron <dickerson.aaron@epa.gov>
Subject: Re: Administrator Pruitt Meeting schedule request

Thank you, they are trying to adjust the schedule on the 19th to make one of the options you sent work.

Larissa Z. Martin

Guidepost Strategies

248-420-9429

On Jun 6, 2017, at 11:57 AM, Hupp, Sydney <hupp.sydney@epa.gov> wrote:

Correct.

Sydney Hupp

Executive Scheduler

Office of the Administrator

202.816.1659 (c)

From: Larissa Martin [<mailto:lmartin@GPS-50.com>]

Sent: Tuesday, June 6, 2017 11:34 AM

To: Hupp, Sydney <hupp.sydney@epa.gov>

Cc: Laine Evans <levans@GPS-50.com>; Dickerson, Aaron <dickerson.aaron@epa.gov>

Subject: Re: Administrator Pruitt Meeting schedule request

Sydney,

We're reviewing the 19th options but just want to reconfirm you don't have anything available on the 20th from 2:00-4:30pm, right?

Thank you so much,

Larissa

Larissa Z. Martin

Guidepost Strategies

248-420-9429

On Jun 6, 2017, at 11:19 AM, Hupp, Sydney <hupp.sydney@epa.gov> wrote:

9:15-9:45AM is our open slot on the morning of the 19th right now. Can also do 4:15 that afternoon. If we need to revisit another day, we certainly can!

Sydney Hupp

Executive Scheduler

Office of the Administrator

202.816.1659 (c)

From: Larissa Martin [<mailto:lmartin@GPS-50.com>]
Sent: Tuesday, June 6, 2017 11:15 AM
To: Hupp, Sydney <hupp.sydney@epa.gov>
Cc: Laine Evans <levans@GPS-50.com>; Dickerson, Aaron <dickerson.aaron@epa.gov>
Subject: RE: Administrator Pruitt Meeting schedule request

Sydney,

Do you have specifics time that work best for you on the 19th? They have a board meeting that morning but can try to adjust accordingly based off what works best for the Administrator.

Thanks!