

To: Lyons, Troy[lyons.troy@epa.gov]
Cc: Jackson, Ryan[jackson.ryan@epa.gov]
From: Leopold, Matthew Z.
Sent: Wed 6/28/2017 10:14:17 PM
Subject: RE: Pending Nomination

Troy, here is the information we discussed. I'll be in touch.

ETHAN G. SHENKMAN (former Deputy General Counsel EPA)

PARTNER

Arnold & Porter Kaye Scholer LLP

Washington, DC

Tel +1 202.942.5267

Mobile: (202) 305-5315

ethan.shenkman@apks.com

Lauren A. Reamy

Office of U.S. Senator Marco Rubio

(202) 224-4548

lauren_reamy@rubio.senate.gov

From: Lyons, Troy
Sent: Wednesday, June 14, 2017 4:16 PM
To: 'mleopold@carltonfields.com' <mleopold@carltonfields.com>
Subject: Pending Nomination
Importance: High

Matt:

Congratulations on your pending nomination to serve as General Counsel at EPA. We look forward to joining the team!

I am head of the Congressional & Intergovernmental Relations (OCIR) and will be your Sherpa through the nomination process. We are keeping your nomination under wraps until it becomes official. I should get the heads up from the White House once that occurs.

With that said, we can start getting things in order to get the ball rolling.

1. Statements of support—please see the attached press release the EPA issued for Susan Bodine (nominee for OECA). I would like you to compile:

- A list of (3-5) surrogates (Republicans and Democrats) who can provide statements to support your nomination. Once your nomination is official we will pull the trigger and start collecting statements.
- Letters of support to be entered into the record during your confirmation hearing.

2. Opening Statement—it is not too early to start drafting. Again, please see Susan Bodine's opening statement (attached)

3. Committee Questionnaire—again, never too early to start filling out. EPW cannot schedule your hearing until both sides have received and reviewed the questionnaire. Please fill it out and I can transmit to Senator Barrasso's staff once your nomination is public.

Next Steps—Post Nomination Announcement

- I will arrange meetings with you and the internal Office of General Counsel staff.
- OCIR will coordinate with the Office of General Counsel to assemble your briefing materials.
- OCIR will schedule meetings between you and members of the EPW committee.
- OCIR to coordinate with Office of General Counsel to set up 1) Office of General Counsel Overview, 2) Hearing Prep and 3) Murder Board

I look forward to working with you and getting you through your nomination process. Please feel free to give me a call at any time if you have any questions.

Many thanks,

Troy

Troy M. Lyons

Associate Administrator

Office of Congressional & Intergovernmental Relations

U.S. Environmental Protection Agency

202-309-2490 (cell)