

U.S. Department of the Interior – Office of the Secretary

Event Information Request Form

To ensure the appropriate individual within the Department of the Interior is participating at your event and because the Office of the Secretary is committed to maintaining the highest ethical standards, we need the information requested below before we can agree to confirm a speaker or as an attendee at an external event.

Please respond to the questions below and send your response to scheduling_interior@ios.doi.gov. Providing detailed responses and including all requested attachments in one single submission will assist with a timely turnaround.

If you have any questions, please contact Lucy Herrington at (202) 431-0623

Date Request was sent in: 4/16/2025

Event Date: Please note if the date is flexible	Friday, November 21, 2025	
Event Title:	TXOGA Lone Star Energy Forum Please note if the event is weekly, monthly, annual, etc.	
Event Time: 12:30 PM	Event Total Time: 30-40 min Exact Speaking Time: 30-40 min Speech/Remarks Length: 30-40 min	
Event Location: Irving, TX *If it's a dinner please provide the name the reservation will be under.	Virtual Platform: Link: OR Venue: The Ritz-Carlton Dallas, Las Colina Address: 4150 North Macarthur Boulevard City & State: Irving, Texas 75038	
Contact information: Kristen Fuchs and Lindsay McMillan O: 512-461-6631 Identify if organizing and day of contact(s) is the same or different	Organizing Contact(s): O: (b) (6) Kristen Fuchs (b) (6) cell kfuchs@txoga.org Lindsay McMillan (b) (6) cell lmcmillan@txoga.org	Day of Contact(s): Kristen Fuchs (b) (6) cell kfuchs@txoga.org Lindsay McMillan (b) (6) cell lmcmillan@txoga.org
Brief event description and purpose:	Description (please identify whether the event is a fundraising event): Not a fundraiser. Purpose:	

Identify the desired role of the Secretary. Secretary Burgum is invited to be our keynote speaker. He could provide a formal speech or participate in a moderated interview, whichever he prefers.	Roles (select one): Keynote Panelist Brief Remarks (opening/closing) Attendee <i>Only</i> <i>Other:</i>
If you are requesting remarks, are there any specific issues you would like the Secretary to highlight/address in his remarks?	
If the Secretary is not able to attend, is a surrogate desired? If yes, anyone specific?	
HOST AND SPONSOR	
Who are the <u>event host(s)</u>? Please identify and provide background on the event host(s) as well as any other organization involved in the Event.	Host(s): Todd Staples, TXOGA President Background: Todd Staples was named President of the Texas Oil and Gas Association in November of 2014. Founded in 1919, TXOGA is the oldest and largest oil and gas trade association in Texas representing every facet of the industry. Staples leads a dynamic team whose mission is to support TXOGA's vast and diverse membership, which represents over 90% of Texas' crude oil and natural gas production, operates nearly 90% of the state's refining capacity, and is responsible for a vast majority of the state's pipeline network that reliably delivers resources to consumers throughout Texas, across our nation and around the world. Working with the TXOGA Board, Staples developed and implemented a multi-faceted approach to educate voters and elected officials on the industry's contributions to ensure energy policy decisions are based on economic and scientific facts. Staples has worked to develop coalitions and implement strategies that have enabled the industry to continue to benefit both our economy and our environment. Prior to TXOGA, Staples served as the Texas Agriculture Commissioner, winning two statewide elections. He also served with distinction in the Texas Senate and Texas House of Representatives. After graduating with honors from Texas A&M University, Staples began his career on the Palestine

	City Council where he was a successful small businessman and rancher. A proud family man, Todd and his wife Janet split time between Austin and Palestine.
Is the <u>event host</u> a registered lobbyist or lobbying organization, registered under the Foreign Agents Registration Act, partisan political candidates; and/or a representative of a partisan political party or group? If yes, please identify.	Todd Staples is a register lobbyist for the state of Texas through the Texas Ethics Commission. He is not a lobbyist registered with FAR.
Is the event <u>host</u> seeking or does it currently have any business interests with the Department such as permits, contracts, litigation, grants, etc.? If yes, please describe.	N/A
Who are the <u>sponsors</u> of the event? Please identify and provide background information on the individual and/or entity.	Sponsors(s): Current Sponsors: Chevron, ConocoPhillips, XTO / ExxonMobil, Energy Transfer, Repsol, Devon Energy, Archrock, Citgo Background:
AUDIENCE	
Approximately how many people are expected to attend the event?	225
Please describe the target audience of the event: elected officials, local community leaders, academics, industry representatives, public sector representatives, etc.	The Lone Star Energy Forum is attended by senior leadership of our member companies along with others active in our industry.
Will the attendees at the event include persons with a diversity of views or interests, or representatives from throughout an industry or profession, or the range of persons interested in a matter? If yes, please describe.	Texas is a world leader in the oil and natural gas industry and TXOGA is fortunate to represent every facet of the oil and natural gas industry in Texas. The Lone Star Energy Forum is attended by senior leadership of our member companies along with others active in our industry.
Other Invited/Confirmed Participants: 1. Please list and identify other VIPs or speakers <u>confirmed/invited</u> and in what role.	<u>Confirmed:</u> <u>Invited:</u> - Lori Logan, President, Federal Reserve Bank of Dallas [First, Last], [Title], [Desired Event Role]

*If Applicable: please list and identify other Department personnel that have been <u>invited/confirmed</u> and in what role.	[First, Last], [Title], [Desired Event Role]
Is the event open to the public? If not, please describe who is invited.	No
REMARKS	
What is the set-up for the remarks and/or discussion? Will he be sharing the stage, moderated discussion, Q&A session, etc. *PLEASE ATTACH the event schedule outlining any speaking order and remark timetables. A draft version works well.	
What is the public registration/ticket fee to attend/participate in the event?	2024 pricing 2025 pricing is currently being confirmed
COMMUNICATIONS	
Is the event open or closed to press?	Open
If open, are you expecting local, trade, state, or national news coverage?	Local
If this is an annual event, which news outlets typically cover the event?	Local news
Will you be advertising or live streaming the event on any social media outlets? If yes, please explain.	TXOGA only
LOGISTICS/OTHER*	
Please supply any other pertinent background information for the event, including <i>draft agendas</i>, event website, promotional/ advertising materials, outreach plan, history of the event, prior attendance by DOI officials, etc.	https://www.txoga.org/events/2025/sef/ The 2025 agenda isn't finalized; 2024 agenda is attached.
What does the invitation include: registration/conference event fee; meals or refreshments; receptions or other entertainment; informational materials; award; memento or token of appreciation; and/or travel (ground or air transportation, hotel, etc.).	Conference attendance & lunch on invite day, and if he'd like to attend, reception & dinner the evening before. Travel?

Does all or part of the invitation to the Secretary extend to other Department staff such as security, advance, and/or those staff essential to the Secretary's participation in the event? If yes, please identify.	Depending on needs this can be discussed further.
Does the invitation include a plus one? If yes, will others in attendance generally be accompanied by a spouse or other guest?	Secretary Burgum's spouse is welcome to attend.
What is the monetary value of the invitation offered to the Secretary (and his plus one and/or essential staff as appropriate)? Please identify how the monetary value was determined, including any travel costs, registration/ticket fee to attend/participate in the event, entertainment, meal costs, etc. (Please attach separate sheet if necessary.) *Please note in USD	\$500-\$700 is the estimated cost per attendee ticket.
Please specify a date you would like a rsvp by:	We respectfully request a reply by June 30th, however we're happy to work within the parameters as needed.
Any additional notes or information?	

***IMPORTANT NOTE: The purpose of these questions is to elicit information relevant to the ethics analysis and is not a solicitation or request for anything of value by the Department or any of its employees.**